AGENDA

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

A. CALL TO ORDER
B. PLEDGE OF ALLEGIANCE
C. ROLL CALL

BOARD MEMBERS:
David Asdourian       Chairman
Andrew Tobin          Vice Chairman
Susan Heim            Commissioner
Stephen Gibbs         Commissioner
Robert Majeska        Commissioner

DISTRICT STAFF:
Peter Rosasco         General Manager
Nick Mulick           General Counsel
Katherine Jackson     District 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."
Please mute cell phones
After each report, staff will give a verbal update and be available for questions

D. AGENDA ADDITIONS, CORRECTIONS OR DELETIONS
   1. Approval of Agenda

E. RECOGNIZE DISTRICT STAFF
   1. Employee of the Quarter

F. PUBLIC COMMENT

G. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
   1. Minutes of December 19, 2017

H. GENERAL MANAGER'S REPORT
   2. Florida Keys Day 2018
   3. Annual FKWQIP Trip to Washington, D.C.
   4. Meeting Calendar
   5. Update on Clerk Position

I. BUDGET AND FINANCE REPORT

J. ADMIN AND CUSTOMER SERVICE REPORT
   1. EDU Adjustment – 17 SE Marlin Ave
   2. Reversal of Waiver – AK#1650013 – Poinsetta Drive

RESOLUTION NO. 01-01-18
A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF SEVEN RAINBOWS INVESTMENT, LLC FOR THE REINSTATEMENT OF ASSESSMENT OF ONE TAX PARCEL TO THE 2008 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

K. OPERATIONS REPORT

L. CONSTRUCTION REPORT

M. ENGINEER'S REPORT

N. LEGAL REPORT

O. COMMISSIONER'S ITEMS
   1. 1% Across the Board Pay Increase for All Employees, Not to Exceed $500 – Effective Immediately (Commissioner Gibbs)
   2. Solar Acceleration (Commissioner Gibbs)

P. ROUNDTABLE DISCUSSION
   1. Unfinished Business

Q. ADJOURNMENT

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the KLVTD 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 included 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: January 9, 2018

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

Department: Sponsor:
General Manager Peter Rosasco

Subject: 
Employee of the Quarter

Summary of Discussion:
Staff to recognize the employee of the quarter.

Reviewed / Approved
Operations: 
Administration: 
Finance: 
District Counsel: 
District Clerk: 
Engineering: 

Financial Impact
$ 0.00

Funding Source:

Budgeted: N/A

Attachments

Approved By: ___________________________ Date: 1-4-18

General Manager
Subject: 
**Minutes of December 19, 2017**

Summary of Discussion:

Staff to present the minutes of the previous board meeting to the Board for approval.

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**Reviewed / Approved**

- Operations: 
- Administration: 
- Finance: 
- District Counsel: 
- District Clerk: 
- Engineering: 

**Financial Impact**

- Operations: $ 0.00
- Administration: 
- Finance: Funding Source: 
- District Counsel: 
- District Clerk: Budgeted: N/A
- Engineering: 

**Attachments**

1. Minutes of December 19, 2017
MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regularly scheduled meeting at 4:00 PM on December 19, 2017. Present were Chairman Asdourian and Commissioners Andrew Tobin, Susan Heim, Robert Majeska and Stephen Gibbs. Also present were General Manager Peter Rosasco with Bishop, Rosasco & Co., General Counsel Nicholas Mulick, District Clerk Katherine Jackson and other appropriate District Staff.

Ms. Dottie Moses led the Pledge of Allegiance.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

• Commissioner Heim requested a discussion of 2 items under Roundtable Discussion: 1) Federation Meeting and 2) 2018 Board Meeting Schedule, and a discussion of budget-to-debt ratio under Commissioner's Items.
• Commissioner Gibbs requested a discussion of compensation for staff under Commissioner's Items.

APPROVAL OF AGENDA (D-1)

Motion: Commissioner Gibbs made a motion to approve the agenda as amended and Commissioner Majeska seconded the motion. The motion passed without objection.

PUBLIC COMMENT (E)

Name and Address Subject

Dottie Moses, Key Largo Emergency Standby Generator for Administration Building

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

Minutes of December 5, 2017 (F-1)

Motion: Commissioner Gibbs made a motion to approve the minutes of December 5, 2017 and Commissioner Heim seconded the motion for discussion.

Commissioner Heim requested that the handouts at the end of the minutes be labeled with the item with which they belong. Commissioner Heim suggested the wording under item N-1: Hurricane Preparedness Publication Discussion be re-written, and Commissioner Tobin suggested the sentence: “The Board discussed distributing information at the beginning of the hurricane season.” Commissioner Heim also suggested the wording in item G-2: Wastewater Utility Manager Position be amended, and Commissioner Tobin suggested the wording as follows:
"It was the consensus of the Board to reject Mr. Smith’s proposal and abandon the search for Wastewater Utility Manager position...."

Commissioner Heim withdrew her second.

Motion: Commissioner Tobin made a motion to approve the minutes of December 5, 2017 as amended and Commissioner Heim seconded the motion.

Vote on Motion
  Commissioner Tobin – Aye
  Commissioner Heim – Aye
  Commissioner Gibbs – Aye
  Commissioner Majeska – Aye
  Chairman Asdourian – Aye
  Motion Passed: 5 to 0

GENERAL MANAGER’S REPORT (G)

HR Update (G-1)

Mr. Peter Rosasco informed the Board that Ms. Kim Carpenter has agreed to work remotely for the District, and continue some of her Human Resources duties part time. Mr. Rosasco stated that some of her tasks have been split among other employees, and this will continue on a trial basis to determine whether it will be in the best interest of the District.

Staff answered questions from the Board.

BUDGET AND FINANCE REPORT (H)

KLWTD FY17 Financial Reports (H-1)

Mr. Peter Rosasco presented the fiscal year 2017 financial reports to the Board. Mr. Rosasco answered questions from the Board, and Commissioner Majeska requested that the insurance portion of the budget be broken out for each department in the future (discussion to be continued following public hearing).

ADMIN AND CUSTOMER SERVICE REPORT (I)

District’s Intent to use Uniform Method of Collecting Non-Ad Valorem Assessments – Time Certain 5:00 PM (I-1)

Public Hearing Opened: 5:00 PM

Chairman Asdourian closed the regular meeting and opened the Public Hearing for comment on the District’s intent to use the Uniform Method of Collecting non-ad valorem assessments. There were no public comments. Chairman Asdourian closed the Public Hearing and reopened the regular meeting.

Regular Meeting Reconvened: 5:01 PM
Motion: Commissioner Gibbs made a motion to approve the Uniform Method of Collecting Non-Ad Valorem Assessments, Resolution No. 35-12-17, and Commissioner Majeska seconded the motion.

Vote on Motion

<table>
<thead>
<tr>
<th>Commissioner</th>
<th>Aye</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commissioner Gibbs</td>
<td>Aye</td>
</tr>
<tr>
<td>Commissioner Majeska</td>
<td>Aye</td>
</tr>
<tr>
<td>Commissioner Heim</td>
<td>Aye</td>
</tr>
<tr>
<td>Commissioner Tobin</td>
<td>Aye</td>
</tr>
<tr>
<td>Chairman Asdourian</td>
<td>Aye</td>
</tr>
</tbody>
</table>

Motion Passed: 5 to 0

BUDGET AND FINANCE REPORT (H)

KLWTD FY17 Financial Reports (H-1)

Mr. Rosasco continued his presentation of the fiscal year 2017 financial reports. Commissioner Majeska suggested allocating the maintenance costs to each department.

The Board discussed the future of Monroe County’s acceptance and re-payment schedule of the Florida Keys Environmental Stewardship Bill funds. The Board also discussed the possibility of using EPA grant funds to service the Cross Key/ Manatee Bay area, and Commissioner Tobin requested that staff include an update in the January 2018 Monthly Report.

Staff answered questions from the Board.

ENGINEER’S REPORT (L)

Emergency Standby Generator for Administration Building (L-1)

Mr. Castle presented a memo to the Board, and stated that staff has been investigating the process and costs associated with the purchase and installation of a backup generator for the administration building. The Board shared their various concerns regarding the need for the generator and various safety hazards it could present.

EXTENSION: 5:59 PM

Motion: Commissioner Heim made a motion to extend the meeting 30 minutes. The motion passed without objection.

Mr. Rosasco informed the Board that the generator could qualify for FEMA’s mitigation grant and staff answered questions from the Board.

Hydrogen Sulfide Monitoring for Vacuum Station (L-2)

Mr. Ed Castle presented a memo to the Board and explained that a hydrogen sulfide monitoring system could help the District save on costs associated with the frequent changing of carbon in the odor control system to prevent odor complaints and added safety for the field crew. The Board
discussed the feasibility of testing this solution out with the installation of equipment at one or two vacuum stations.

Staff answered questions from the Board.

**COMMISSIONER’S ITEMS (N)**

*Compensation for Staff (Commissioner Gibbs) (N-1)*

Commissioner Gibbs requested that the Board think about authorizing an immediate 1% pay increase for the District’s staff that would not exceed $500 for each employee. Commissioner Heim stated that staff is already working on researching other benefits for staff.

*Budget to Debt (Commissioner Heim) (N-2)*

Commissioner Heim withdrew this item.

**COMMISSIONER’S ITEMS (N)**

*Federation Meeting (Commissioner Heim) (N-2)*

Commissioner Heim informed the Board that she is a member of the Buttonwood Bay Homeowners Federation, and has been invited to speak at the annual meeting as a representative of the District.

**EXTENSION: 6:30 PM**

Motion: Commissioner Gibbs made a motion to extend the meeting 30 minutes. The motion passed without objection.

*2018 Board Meeting Schedule (Commissioner Heim) (N-3)*

Commissioner Heim suggested that the Board consider reducing the number of Board meetings from 2 meetings per month to 1 meeting per month. The consensus of the Board was that it would not be willing to consider the matter at this time.

**ADJOURNMENT (P)**

The Meeting was adjourned at 6:33 PM.

______________________________
David Asdourian, Chairman

______________________________
Katherine Jackson, Clerk
RESOLUTION NO. 35-12-17

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, KEY LARGO, FLORIDA ELECTING TO USE THE UNIFORM METHOD OF COLLECTING NON-AD VALOREM ASSESSMENTS LEVIED WITHIN THE UNINCORPORATED AREA OF THE ISLAND OF KEY LARGO; STATING A NEED FOR SUCH LEVY; PROVIDING FOR THE MAILING OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Commissioners of the Key Largo Wastewater Treatment District (District) intends to continue its use of the uniform method for collecting non-ad valorem assessments for the cost of providing wastewater management services to property within the unincorporated area of the District as authorized by section 197.3632(3)(a), Florida Statutes, as amended, because this method will allow such assessments to be collected annually commencing in November 2018, in the same manner as provided for ad valorem taxes; and

WHEREAS, the District held a duly advertised public hearing prior to the adoption of this Resolution, proof of publication of such hearing being attached hereto as Exhibit A.

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

Section 1. Commencing with 2018, and with the tax statement mailed for such year, the District intends to use the uniform method of collecting non-ad valorem assessments authorized in section 197.3632(3)(a), Florida Statutes, as amended, for collecting non-ad valorem assessments for the cost of providing wastewater management services. Such non-ad valorem assessments shall be levied within the unincorporated area of the District. The area subject to the assessment is described as follows: The territory consisting of Key Largo, including all lands east of Tavernier Creek, including Tavernier, Key Largo all in Monroe County, Florida with exception of all areas north of Summerland Road on US-1, and all areas north of Charlemagne Blvd on County Road 905 including Ocean Reef.

Section 2. The District hereby determines that the levy of the assessments is needed to fund the cost of wastewater management services within the unincorporated area of the District.

Section 3. Upon adoption, the District Clerk is hereby directed to send a copy of this Resolution to the Florida Department of Revenue, the Monroe County Tax Collector, and the Monroe County Property Appraiser by January 10, 2018.

Section 4. APPLICABILITY AND EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.
RESOLVED AND ADOPTED THIS 19TH DAY OF DECEMBER 2017.

The foregoing Resolution was offered by Commissioner grips, who moved its approval. The motion was seconded by Commissioner Majeska, 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 Gibbs</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 Tobin</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Chairman thereupon declared this Resolution duly passed and adopted the 19th day of December 2017.

KEY LARGO WASTEWATER TREATMENT DISTRICT

BY: [Signature]
David Asdourian, Chairman

ATTEST: [Signature]
Katherine Jackson, District Clerk

[Signature]
Nicholas W. Mulick, General Counsel

Approved to as to form and legal sufficiency
NOTICE BY KEY LARGO WASTEWATER TREATMENT DISTRICT OF INTENT TO USE THE UNIFORM METHOD OF COLLECTING A NON-AD VALOREM ASSESSMENT

The Board of Commissioners ("Board") of the Key Largo Wastewater Treatment District ("District") hereby provides notice, pursuant to section 197.3632(3)(a), Florida Statutes, of its intent to use the uniform method of collecting non-ad valorem assessments, which may be levied upon certain parcels of real property located within the boundaries of the District for the costs of facilities and services, in connection with wastewater treatment within the District for the Year 2018.

The Board will consider the adoption of a resolution ("Resolution") electing to preserve its right and option to use the uniform method of collecting such assessment(s) on the same bill as for property taxes, as authorized by Section 197.3632, Florida Statutes, at a public hearing to be held at 5:00 p.m. on December 19, 2017, at the offices of the Key Largo Wastewater Treatment District, 103355 Overseas Highway, Key Largo, Florida. All interested persons are invited to attend.

The District has previously determined to use, and is presently using, the uniform method of collecting non-ad valorem special assessments. If the District adopts the Resolution, it will continue to use the uniform method for collecting such assessments. Adoption of the Resolution shall not be deemed to commit or require the District to impose any charge or assessment and the adoption of any such charges or assessments, if any, will only be made after future consideration, notice, and subsequent public hearing as provided by law. This public hearing may be held for one or more of the reasons listed below:

1. Assessment is levied for the first time.
2. Assessment was increased beyond the maximum rate authorized by law.
3. Related to a change in boundaries of the District.
4. Related to a change in purpose for an existing assessment or in the use of the revenue from such assessment.

All affected property owners have the right to appear at the public hearing and the right to file written objections with the Board within 20 days of the publication of the notice. Pursuant to section 286.0105, Florida Statutes, if any person decides to appeal any decision by the District with respect to any matter considered at the above-referenced public hearing, he or she will need a record of the proceedings and he or she 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.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should contact the District at 305-451-4019 seven days prior to the date of the hearing.

Dated this 15th day of November 2017
By Order of: Peter Rosasco, Key Largo Wastewater Treatment District
Published in: Florida Keys Free Press and The Key West Citizen
Key Largo Wastewater Treatment District  
Board of Commissioners Meeting  
Agenda Item Summary  

Meeting Date: January 9, 2018  
Agenda Item Number: H-1  

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

Department: General Manager  
Sponsor: Peter Rosasco  

Subject:  
**November 2017 Monthly Report**  

Summary of Discussion:  
Department heads will present their section of the November 2017 Monthly Report.  

<table>
<thead>
<tr>
<th>Reviewed / Approved</th>
<th>Financial Impact</th>
<th>Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operations:</td>
<td>$ 0.00</td>
<td>1. November 2017 Monthly Report</td>
</tr>
<tr>
<td>Administration:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finance:</td>
<td>Funding Source:</td>
<td></td>
</tr>
<tr>
<td>District Counsel:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>District Clerk:</td>
<td>Budgeted: N/A</td>
<td></td>
</tr>
<tr>
<td>Engineering:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Approved By: [Signature]  
General Manager  
Date: 1-4-18
November 2017 Monthly Report

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

Wastewater Treatment Plant

The wastewater treatment plant processed an average of 1.6 million gallons of influent per day (MGD). Zero plant related odor complaints were received for the current month.

Effluent Quality Report

The effluent quality report is used to determine the quality of discharge from the wastewater treatment plant.

!! CBOD5
Carbonaceous Biochemical Oxygen Demand

!! TSS
Total Suspended Solids

!! TN
Total Nitrogen

!! TP
Total Phosphorous

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KLWTD November 2017 Monthly Report
Current Flow (MGD)

The total flow of influent through the wastewater treatment plant each day.

Monthly Flow Average

Average Daily Flows per Month – Prior 12 Months
Wastewater Field Operations

There was a total of 45 callouts for the current month. Of these, 33 were system generated, mostly by low vacuum detection at a vacuum station. These 33 callouts had no effect on the District’s customers and the problems were corrected by the field staff before any negative consequences could occur. The remaining 12 callouts are as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Address</th>
<th>Incident</th>
<th>Response</th>
<th>Follow-up Complete?</th>
<th>Damage?</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 3, 2017</td>
<td>228 King Ave</td>
<td>Customer stated that her sewer was starting to back up</td>
<td>Diagnosed the issue to be the surge suppressor. Replaced the surge suppressor and simulated pit.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>November 3, 2017</td>
<td>164 Bahama Ave</td>
<td>Customer stated that her sewer was starting to back up into the shower</td>
<td>Diagnosed the issue to be that the vacuum line was disconnected from the controller cause the pit not to fire. Reattached vacuum line and simulated pit.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>November 10, 2017</td>
<td>202 Wildwood Circle</td>
<td>Customer stated that his sewer was starting to back up</td>
<td>Homeowner issue</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>November 16, 2017</td>
<td>415 Collins St</td>
<td>Customer stated that sewer was starting to back up</td>
<td>Homeowner issue</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>November 25, 2017</td>
<td>26 Mangrove Lane</td>
<td>Customer stated that sewer was backing up</td>
<td>Diagnosed the issue to be a broken vacuum main. Found that a contractor had drilled through the vacuum main while installing a post for a new gate. KLWTD crew dug out area around broken main and made repair.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>November 26, 2017</td>
<td>92780 Overseas Hwy</td>
<td>Customer stated that the buffer tank outside of the business was starting to back up</td>
<td>Diagnosed issue to be the orange vacuum supply line that broke from dry rot. Cut off damaged end and replaced hoses. Disinfected area around buffer tank.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Date</td>
<td>Address</td>
<td>Incident</td>
<td>Response</td>
<td>Follow-up Complete?</td>
<td></td>
</tr>
<tr>
<td>-----------------</td>
<td>----------------</td>
<td>------------------------------------------------------</td>
<td>----------------------------------------------------------------</td>
<td>--------------------</td>
<td></td>
</tr>
<tr>
<td>November 27, 2017</td>
<td>Lot 38 Calusa</td>
<td>Customer stated that her sewer was backing up</td>
<td>Diagnosed issue to be surge suppressor. Replaced surge suppressor and simulated pit.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>November 27, 2017</td>
<td>95231 Overseas Hwy</td>
<td>Customer stated that his sewer was backing up</td>
<td>Homeowner issue</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>November 27, 2017</td>
<td>91750 Overseas Hwy</td>
<td>Customer stated that buffer tank outside of his business was starting to back up</td>
<td>Diagnosed issue to be the valve. Replaced the valve and cleaned the buffer tank.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>November 27, 2017</td>
<td>99600 Overseas Hwy</td>
<td>Customer stated that his sewer was starting to back up</td>
<td>Diagnosed the issue to be debris stuck in the valve. Cleared the debris and the pit simulated with no problem.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>November 28, 2017</td>
<td>22 North Drive</td>
<td>Customer stated that her toilers were starting to back up</td>
<td>Diagnosed the issue to be a broken sensor tube. Replaced tube and simulated the pit</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>November 29, 2017</td>
<td>104250 Overseas Hwy</td>
<td>Customer stated that there was sewage coming out of the ground on her property</td>
<td>Diagnosed the issue to be a broken force main connection on the customer side. Customer issue</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

There were 3 odor complaints for the current month.

<table>
<thead>
<tr>
<th>Date</th>
<th>Address</th>
<th>Incident</th>
<th>Response</th>
<th>Follow-up Complete?</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2, 2017</td>
<td>776 Bostwick Drive</td>
<td>Customer stated that he has a strong sewer smell in his house.</td>
<td>Homeowner issue. System functioning properly. No smell detected.</td>
<td>Yes</td>
</tr>
<tr>
<td>November 17, 2017</td>
<td>22 Osprey Road</td>
<td>Customer stated that she has a strong sewer odor coming from her bathroom</td>
<td>Homeowner issue. System functioning properly. No smell detected.</td>
<td>Yes</td>
</tr>
<tr>
<td>November 21, 2017</td>
<td>236 2nd Road</td>
<td>Customer stated that there is a strong sewer smell and that the manhole outside his home is gurgling.</td>
<td>Diagnosed the issue to be the surge suppressor, replaced surge suppressor and simulated pit. Placed air freshener in air intake to help with odor.</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Callouts – Prior 12 Months

*September 2017 high callout numbers are due in large part to damages sustained during Hurricane Irma

Islamorada

Peak Daily Salinity

<table>
<thead>
<tr>
<th>Average Daily Flow</th>
<th>Monthly Peak Salinity</th>
<th>Days over 4.0 PPT Salinity</th>
<th>Monthly Bill</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.515 Million Gallons per Day</td>
<td>5.7 Parts per Thousand</td>
<td>2</td>
<td>Flow: $71,884.35 Salinity: $0</td>
</tr>
</tbody>
</table>

Commercial Tie-Ins Approved
1. No Commercial Tie-Ins for November 2017
Construction

Current Construction Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Contract Amount</th>
<th>Contract Start</th>
<th>Contract Total Paid to Date</th>
<th>Contract Balance Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

No Current Projects

Upcoming Construction Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Estimate</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Headworks Bypass Piping</td>
<td>$376,510</td>
<td>Headworks bypass piping design is complete. Valve actuators have been included in the design. Replacement of corroded conduit and repair of concrete and coatings is also included in the project. It is anticipated that the project will go out to bid in December 2017.</td>
</tr>
<tr>
<td>Process Water Pumping System</td>
<td>$144,550</td>
<td>The plant process water pumping system design was completed. The technical specifications are to be assembled. The project will be bid along with the headworks bypass piping project. It is anticipated that the project will go out to bid in December 2017.</td>
</tr>
<tr>
<td>Bridge to SBR #3</td>
<td>$44,245</td>
<td>The design of the bridge from the operations building 3rd floor walkway to the SBR #3 walkway was completed. Technical specifications are to be assembled. It is anticipated that the project will go out to bid in December 2017.</td>
</tr>
<tr>
<td>Solar Shade Cover for CCCs</td>
<td>$115,000</td>
<td>The Board approved moving forward with design and bidding for the use of photovoltaic panels to be used to provide shade over the chlorine contact basins at the November 14th Board meeting. The design and technical specifications for the PV array are being assembled. It is anticipated that the project will be advertised for bids in January 2018.</td>
</tr>
</tbody>
</table>

Maintenance

<table>
<thead>
<tr>
<th>Project</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preventative Maintenance</td>
<td>Installed emergency generator receptacles at Harborage and KL trailer park, Semi-annual vibration tests on injection well pumps, rebuilt and installed sewage pump at Vac station G, plumbed and wired SBR filtrax units, calibrated Islamorada and Key Largo influent composite samplers, cleaned digester blower panel, Painted skid steer, annual maintenance on service trucks and performed all monthly and weekly maintenance, inspections and corrosion control on plant and field operations equipment and vehicles.</td>
</tr>
<tr>
<td>Corrective Maintenance</td>
<td>Diagnosed and repaired SBR 3 process probe controller, replaced worn sewage pump at KL trailer park, installed new digester blower panel HMI display, diagnosed and repaired PLC network communication issue at Vac station D, removed injection well pump and motor for repair, repaired headworks high level float brackets, replaced compressor at Vac station D.</td>
</tr>
</tbody>
</table>
Customer Service

Tie-Ins

<table>
<thead>
<tr>
<th>Improved Parcels Not Connected</th>
<th>Number of EDUs</th>
<th>% of EDUs</th>
<th>Number of Parcels</th>
<th>% of Parcels</th>
</tr>
</thead>
<tbody>
<tr>
<td>259.6</td>
<td>1.7%</td>
<td>137</td>
<td>1.3%</td>
<td></td>
</tr>
<tr>
<td>Improved Parcels Connected</td>
<td>14,772.4</td>
<td>98.3%</td>
<td>10,240</td>
<td>98.7%</td>
</tr>
<tr>
<td>Total</td>
<td>15,032.0</td>
<td>100%</td>
<td>10,377</td>
<td>100%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vacant EDUs Not Connected</th>
<th>Vacant Parcels Not Connected</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,652.8</td>
<td>1,710</td>
</tr>
</tbody>
</table>

Customer Service Call-Ins

<table>
<thead>
<tr>
<th>Approval to Proceed</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Back-Ups</td>
<td>8</td>
</tr>
<tr>
<td>Billing</td>
<td>2</td>
</tr>
<tr>
<td>Breather Issue</td>
<td>1</td>
</tr>
<tr>
<td>Code Compliance</td>
<td>1</td>
</tr>
<tr>
<td>Collections</td>
<td>12</td>
</tr>
<tr>
<td>Damage</td>
<td>2</td>
</tr>
<tr>
<td>Demo</td>
<td>11</td>
</tr>
<tr>
<td>Grease Trap</td>
<td>1</td>
</tr>
<tr>
<td>Locate</td>
<td>10</td>
</tr>
<tr>
<td>MOD Call</td>
<td>2</td>
</tr>
<tr>
<td>Odor</td>
<td>1</td>
</tr>
<tr>
<td>Tie-In</td>
<td>12</td>
</tr>
<tr>
<td>Total</td>
<td>84</td>
</tr>
</tbody>
</table>

Code Enforcement

<table>
<thead>
<tr>
<th>Letter to Proceed</th>
<th>Current Month</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>21</td>
<td>19,499</td>
</tr>
<tr>
<td>Grant</td>
<td>0</td>
<td>128</td>
</tr>
<tr>
<td>Deferred</td>
<td>3</td>
<td>365</td>
</tr>
<tr>
<td>In Contract</td>
<td>0</td>
<td>292</td>
</tr>
<tr>
<td>Final Notice</td>
<td>0</td>
<td>573</td>
</tr>
<tr>
<td>Door Hanger</td>
<td>0</td>
<td>244</td>
</tr>
<tr>
<td>Code Enforcement</td>
<td>0</td>
<td>343</td>
</tr>
</tbody>
</table>

*Code Enforcement files will be taken to the Monroe County Code Enforcement Department the last week of the month.
GSG/CDBG Status

<table>
<thead>
<tr>
<th>Applications Approved</th>
<th>In Verification Process</th>
<th>Incomplete Applications</th>
<th>Denied</th>
<th>Withdrawn</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Status</td>
<td>226</td>
<td>3</td>
<td>1</td>
<td>94</td>
</tr>
</tbody>
</table>

Total Grant Applications

426

Budget & Finance

Current Debt Status

<table>
<thead>
<tr>
<th>Loan Type</th>
<th>Current Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>SRF Loan – KLNC01P</td>
<td>$15,991,516.78</td>
</tr>
<tr>
<td>SRF Bonded Loan - KLNC 010</td>
<td>$9,300,506.28</td>
</tr>
<tr>
<td>BB&amp;T 2013 Bond</td>
<td>$7,480,210.42</td>
</tr>
<tr>
<td>BB&amp;T 2014 Bond</td>
<td>$7,481,344.96</td>
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<tr>
<td>Current Balance of all loans:</td>
<td>$40,253,578.44</td>
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</table>

Cash Flow

<table>
<thead>
<tr>
<th>Description</th>
<th>Deposits</th>
<th>Withdrawals</th>
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</thead>
<tbody>
<tr>
<td>Wastewater Billing Deposits</td>
<td>$679,991.12</td>
<td></td>
</tr>
<tr>
<td>Assessment Revenue Received (Non-Ad Valorem &amp; SDC Prepayments)</td>
<td>$1,086,849.68</td>
<td></td>
</tr>
<tr>
<td>Islamorada Revenue</td>
<td>$255,908.19</td>
<td></td>
</tr>
<tr>
<td>Interest Income</td>
<td>$3,031.91</td>
<td></td>
</tr>
<tr>
<td>District Expenditures</td>
<td>$533,718.14</td>
<td></td>
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<tr>
<td>Payroll</td>
<td>$100,963.84</td>
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<tr>
<td>Total</td>
<td>$2,025,780.09</td>
<td>$634,681.98</td>
</tr>
</tbody>
</table>

21
Florida Keys Day 2018 will be held in Tallahassee, Florida on Wednesday, February 7, 2018.

**Reviewed / Approved**

- Operations: 
- Administration: 
- Finance: 
- District Counsel: 
- District Clerk: 
- Engineering: 

**Financial Impact**

- $ 0.00

**Attachments**

1. Florida Keys Day Flier

**Approved By:**

General Manager

**Date:** 1-4-17
Save the Date!

Florida Keys Day 2018

Wednesday, February 7th
Tallahassee, Florida

Join Florida Keys officials and community leaders for:

- A full day of informative and interactive meetings with legislators, Cabinet members and agency officials
- Advocacy opportunities on behalf of your organization
- Florida Keys Day Seafood Celebration and Happy Hour in the Capitol Courtyard

Arrive early and attend the Welcome Reception on the evening of Tuesday, February 6th

Help us remind Tallahassee who and where we are!

Hotel Information

Blocks of rooms are available at Aloft Hotel, which can be reached at (850) 513-0313. Make sure to identify yourself as a part of the Florida Keys Day group to receive a discounted rate. Or book online here. The deadline to book a room and receive this rate is January 6th.

Florida Keys Day would not be possible without the generous support of local sponsors. For more information about how to become a sponsor, or general information about the event, please contact floridakeysday@gmail.com
Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: January 9, 2018

Agenda Item Number: H-3

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Action

Department: General Manager

Sponsor: Peter Rosasco

Subject: Annual FKWQIP Trip to Washington, D.C.

Summary of Discussion:

Peter Rosasco to request authorization to travel to Washington, D.C. on Wednesday, February 14 - Friday, February 16, 2018 for the annual Florida Keys Water Quality Improvement Program (FKWQIP) walk around.

Reviewed / Approved

Operations:  

Administration:  

Finance:  

District Counsel:  

District Clerk:  

Engineering:  

Financial Impact

$ 0.00

Funding Source:

Attachments

1. Emails between Peter Rosasco and Fred Hicks

Approved By:  

Date: 1-4-18

General Manager

24
FW: Annual FKWQiP Trip to DC

1 message

Peter L. Rosasco <peter@keys CPA.com>  
To: Katherine Jackson <katherine.jackson@klwtd.com>  
Cc: “Robby Majeska (robert.majeska@klwtd.com)” <robert.majeska@klwtd.com>

Wed, Jan 3, 2018 at 2:56 PM

Please add this and the previous email to the agenda for next week.

Peter Rosasco, CPA

Marathon

Ph (305)743-6586  
Fax (305)743-0726

Summerland Key

Ph (305)745-4077  
Fax (305)745-4078

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From: fred b. hicks [mailto:fbhicks@aol.com]  
Sent: Wednesday, December 20, 2017 11:38 AM  
To: Peter L. Rosasco <peter@keys CPA.com>  
Subject: Annual FKWQiP Trip to DC

Peter,

Just got off the phone with Marks and Davenport. We would like to propose the annual FKWQiP for Thursday, February 15, 2018. You would fly up on Wednesday, we would do our walking and talking on Thursday, then you could head home on Friday. Would that work for you.

Islamorada will be bringing Seth, Roget, and their Mayor. Marathon will be bringing Chuck and their new Mayor Coldiron.
Will those dates work for you and the District?

Thanks and Merry Christmas.

Fred
Thanks for the update Fred,

I have the trip approval and meeting dates on the agenda for the Board meeting next Tuesday.

Peter Rosasco, CPA

Marathon  
Ph (305)743-6586  
Fax (305)743-0726  

Summerland Key  
Ph (305)745-4077  
Fax (305)745-4078

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From: fred b. hicks [mailto:fbhicks@aol.com]
Sent: Wednesday, January 03, 2018 1:28 PM
To: Peter L. Rosasco <peter@keyscpa.com>
Subject: Happy New Year

Peter,

Good afternoon and Happy New Year. Hope and trust you had a great holiday season.

The Senate goes back into session today and the House of Representatives this coming Monday, January 8. The next “big” date on the Federal schedule is two seeks from Friday when the next Continuing Resolution expires. Without further action parts of the Federal government would shut down at might night, January 19. In order to prevent this
from happening Congress and the Administration need to hammer out an agreement on a FY18 Omnibus Appropriations bill that will hopefully address funding for the remaining of the fiscal year. What isn't yet worked out is how many other "issues" will be included in the next legislative package. Immigration reform? CHIP program extension? National Flood Insurance Program extension? Debt ceiling?

It's anybody's guess since at least 9 Senate Democrats will have to approve the measure in order to get to the 60 votes necessary to bring the package to the floor for debate. Since most don't want the government shut down there is a good chance an accommodation will be reached in a timely fashion.

This is important to the FKWQIP local sponsors because we need an FY18 Energy and Water Appropriations bill finalized and signed into law by the President before you make your annual trip to Washington along with Marathon and Islamorada. Because of your institutional history with regard to sewer issues in the Keys it is important that you be a part of the walking and talking group once again this year. Again, the date that we three legislative advocates are proposing for 2018 is walking and talking on Thursday, February 15. We believe that is sufficiently after the FY18 Omnibus will likely be passed but before final decisions on Environmental Infrastructure funding are made by the Corps.

Brutally cold here in DC for the past week though I note that it's only around 60 in the Keys with snowflakes in Tallahassee so I guess it's winter everywhere.

Thanks.

Fred
Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: January 9, 2018

Agenda Item Type: Information / Presentation

Department: General Manager

Subject: Meeting Calendar

Summary of Discussion:

Agenda Item Scope: Review / Discussion

Recommended Action: Discussion

Sponsor: Peter Rosasco

Financial Impact:

$ 0.00

Funding Source: Budgeted: N/A

Attachments:

1. 2018 Approved Board Meeting Schedule

Reviewed / Approved

Operations: [ ]
Administration: [ ]
Finance: [ ]
District Counsel: [ ]
District Clerk: [ ]
Engineering: [ ]

Approved By: [Signature]
Date: 1-4-18

General Manager
### Board of Commissioners Meeting Dates
**For Calendar Year 2018**

<table>
<thead>
<tr>
<th>Month</th>
<th>1st Meeting</th>
<th>9th Meeting</th>
<th>15th Meeting</th>
<th>23rd Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>1 Closure – New Year’s Day</td>
<td>9 Board Meeting – 4:00 PM</td>
<td>15 Closure – Dr. Martin Luther King Jr. Day</td>
<td>23 Board Meeting – 4:00 PM</td>
</tr>
<tr>
<td>February</td>
<td>6 Board Meeting – 4:00 PM</td>
<td>20 Board Meeting – 4:00 PM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>6 Board Meeting – 4:00 PM</td>
<td>20 Board Meeting – 4:00 PM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>3 Board Meeting – 4:00 PM</td>
<td>17 Board Meeting – 4:00 PM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>1 Board Meeting – 4:00 PM</td>
<td>15 Board Meeting – 4:00 PM</td>
<td>28 Closure – Memorial Day</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>5 Board Meeting – 4:00 PM</td>
<td>19 Board Meeting – 4:00 PM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>4 Closure – Independence Day</td>
<td>10 Board Meeting – 4:00 PM</td>
<td>24 Board Meeting – 4:00 PM</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>7 Board Meeting – 4:00 PM</td>
<td>21 Board Meeting – 4:00 PM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>3 Closure – Labor Day</td>
<td>4 Board Meeting – 4:00 PM</td>
<td>18 Board Meeting – 4:00 PM</td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>2 Board Meeting – 4:00 PM</td>
<td>16 Board Meeting – 4:00 PM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>6 Board Meeting – 4:00 PM</td>
<td>12 Closure – Veteran’s Day</td>
<td>13 Board Meeting – 4:00 PM</td>
<td>22 Closure – Thanksgiving Day</td>
</tr>
<tr>
<td>December</td>
<td>4 Board Meeting – 4:00 PM</td>
<td>18 Board Meeting – 4:00 PM</td>
<td>25 Closure – Christmas Day</td>
<td></td>
</tr>
</tbody>
</table>
Meeting Date: January 9, 2018

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

Department: General Manager
Sponsor: Peter Rosasco

Subject: **Update on Clerk Position**

Summary of Discussion:

**Reviewed / Approved** | **Financial Impact** | **Attachments**
--- | --- | ---
Operations: | $ 0.00 | 
Administration: | | 
Finance: | Funding Source: | 
District Counsel: | Budgeted: | 
District Clerk: | N/A | 
Engineering: | | 

Approved By: [Signature] General Manager Date: 1-4-18
Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date:
January 9, 2018

Agenda Item Type: Customer Service
Agenda Item Scope: Review / Discussion
Recommended Action: Action: Approval

Department: Customer Service
Sponsor: Peter Rosasco

Subject:
EDU Adjustment - 17 SE Marlin Ave

Summary of Discussion:
Staff recommends the EDU assignment be reduced from 2.0 to 1.0 EDU.

Monroe County Property Appraiser's office adjusted the structures classification from 2 units to one single family residence to be consistent with permitting.

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

Financial Impact
Operations: $ 0.00 $ 2,850.00
Customer Service: Refunded Uncollected
Finance: Funding Source: Assessment Revenue
District Counsel: 
District Clerk: Budgeted: No
Engineering: 

Attachments
1. Memo
2. KLWTD Recommended Decision of EDU Review
3. Request for Review
4. Water Usage Calculations
5. Picture of Residence
5. Map

Approved By: ___________________________ Date: 1-4-18

General Manager
Memo

To: KLWTD Commissioners
From: Diane Bockelman, Customer Service Manager
Date: December 28, 2017
Re: EDU Adjustment – 17 SE Marline Avenue

Parcel owner requested that the EDU assignment for the assessment of 17 SE Marline Avenue be reduced from 2 to 1 EDU to reflect an adjustment made by the Monroe County Property Appraiser (MCPA).

An MCPA initiated review discovered that the structure was initially permitted as a single family home and no modification have been made to change the structure or use. Therefore, the structure was reclassified as a single family residence, consistent with the permitting. A District Inspector also conducted a site investigation and confirmed that that the structure appeared to be a single family residence.

Upon approval of the EDU adjustment, the assessment balance will be reduced by 1 EDU charge ($2,850). The current assessment balance will be reduced from $3,555 to $705. No refund will be given.
RECOMMENDED DECISION of EDU ASSIGNMENT REVIEW

November 24, 2017

AK: 1577138 / FKAA Acct: 043283-593008
AMY BRUGGEMAN
17 SE MARLIN AVE
KEY LARGO, FL 33037

For property located at: 17 SE MARLIN AVE, KEY LARGO

Dear Ms. Bruggeman,

This letter is your official notification for the findings of the review and recommended decision regarding the request for adjustment of the Equivalent Dwelling Unit (EDU) assignment for the monthly billing and System Development Charge (SDC) for the above referenced property.

A review of the number of dwelling units on the parcel listed above was conducted. Per Key Largo Wastewater Treatment District's ("KLWTD") Rules and Regulations, the review resulted in the following recommended adjustments:

<table>
<thead>
<tr>
<th>EDU Assignment</th>
<th>Prior to Review</th>
<th>Adjusted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly Wastewater Base Charge</td>
<td>2.0</td>
<td>1.0</td>
</tr>
<tr>
<td>(On FKAA Bill: EDU Assignment X $33.60)</td>
<td>$ 67.20</td>
<td>$ 33.60</td>
</tr>
</tbody>
</table>

Monthly wastewater base charges billed on or after 11/21/2017 (date that request for review was submitted) will be credited based on the adjusted EDU assignment listed above. Upon approval of the recommendation, the SDC will be reduced and your 2018 annual tax bill will reflect the adjusted balance.

This recommendation will be presented to the KLWTD Board of Commissioners for review and approval tentatively at the first Board of Commissioners regular meeting after 30 days from the date of this letter. Please contact the Clerk for confirmation of meeting date at katherine.jackson@klwtd.com or 305-451-4019 ext. 209.

If you agree with the findings of this review, no further action is required. However, if you would like to challenge these findings, it is your right to submit any information that you have to the Board for review. To do so, you must notify the Clerk within 15 calendar days of the date of this letter.

Please contact me at (305) 451-4019 ext. 210 or diane.bockelman@klwtd.com should you have any questions.

Sincerely,

Diane Bockelman
Customer Service Manager
Request for Review of Initial Pre-Payment amount or Monthly Base Charge and Adjustment of Fees and Charges for Wastewater Service

This is a request to review:

☑ Monthly Billing Base Charge
Upon Board approval, the adjusted EDU assignment will be automatically reviewed annually for next two years.

☑ Assessment of Initial Pre-Payment
A request for the adjustment to the assessment of a commercial parcel must be submitted before September 30 of the third year following the initial assessment.

*Name: Amy Braggeman & David Jones
*Date of Request: 11/21/17

*Service Address: 17 SE Martin Key Largo, FL 33037
   ☐ This is a Residential Dwelling  ☐ This is a non-residential Dwelling

*Phone: 305-494-0868
Email: duvalcrawler@gmail.com

Alternate Key (AK): 1577188
FKAA Account No: 593008-042283

*Reason for Request: My assessment is higher than neighbors, please adjust.

Initial only one:

☑ I, the undersigned, certify that I am the OWNER of the parcel listed above and hereby request that the Key Largo Wastewater Treatment District (the District) review my current Equivalent Dwelling Unit (EDU) assignment for this property and that it be adjusted accordingly as outlined in the District’s Rules and Regulations. I understand and accept that this review may result in an INCREASE of the EDU assignment for this property and if so, will result in an increase of my monthly base charge and if applicable assessment for the parcel.

☐ I, the undersigned, certify that I am the TENANT of the unit or parcel listed above and hereby request that the Key Largo Wastewater Treatment District (the District) review my current Equivalent Dwelling Unit (EDU) assignment and that my monthly base charge for wastewater services as billed monthly on my current water bill be adjusted accordingly. I understand that, should a change be required, the entire parcel and all current tenants’ EDU assignments may also be reviewed at the District's discretion. I further understand and accept that this review may result in an INCREASE of the EDU assignment for this property and if so, will result in an increase of my monthly base charge and possibly, the assessment for the parcel.

Signature: ___________________________  Date: 11/21/17

KLWTD Form F-1
Supersedes KLWTD Form-F-1 Dated February 1, 2012

"*" Denotes Required Fields
### Water Usage Calculations

<table>
<thead>
<tr>
<th>Year</th>
<th>Month</th>
<th>Exemption</th>
<th>Monthly Consumption (Gal)</th>
<th>Monthly Consumption With Mean Substitutions</th>
<th>Monthly Consumption 3 STD DEV Correction</th>
<th>Monthly Consumption 2 STD DEV Correction</th>
<th>3 Consecutive Months</th>
<th>3 Month Consumption (Gal)</th>
<th>3 Month Consumption 2 STD DEV</th>
<th>3 Month Consumption 3 STD DEV</th>
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</thead>
<tbody>
<tr>
<td>2016</td>
<td>DEC</td>
<td></td>
<td>5523</td>
<td>5523</td>
<td>5523</td>
<td>5523</td>
<td>DEC-Nov-OCT</td>
<td>12,423</td>
<td>18,900</td>
<td></td>
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<tr>
<td></td>
<td>NOV</td>
<td></td>
<td>3300</td>
<td>3300</td>
<td>3300</td>
<td>3300</td>
<td>NOV-Oct-Sept</td>
<td>11,200</td>
<td>18,200</td>
<td></td>
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<tr>
<td></td>
<td>OCT</td>
<td></td>
<td>3600</td>
<td>3600</td>
<td>3600</td>
<td>3600</td>
<td>OCT-Sept-Aug</td>
<td>13,400</td>
<td>19,300</td>
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<tr>
<td></td>
<td>SEPT</td>
<td></td>
<td>4000</td>
<td>4000</td>
<td>4000</td>
<td>4000</td>
<td>SEPT-Aug-July</td>
<td>16,100</td>
<td>20,400</td>
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<tr>
<td></td>
<td>AUG</td>
<td></td>
<td>5500</td>
<td>5500</td>
<td>5500</td>
<td>5500</td>
<td>AUG-July-Sept</td>
<td>15,800</td>
<td>20,100</td>
<td></td>
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<tr>
<td></td>
<td>JULY</td>
<td></td>
<td>6300</td>
<td>6300</td>
<td>6300</td>
<td>6300</td>
<td>JULY-June-Aug</td>
<td>14,300</td>
<td>18,300</td>
<td></td>
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<tr>
<td></td>
<td>JUNE</td>
<td></td>
<td>5000</td>
<td>5000</td>
<td>5000</td>
<td>5000</td>
<td>JUNE-May-June</td>
<td>13,900</td>
<td>17,100</td>
<td></td>
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<tr>
<td></td>
<td>MAY</td>
<td></td>
<td>4000</td>
<td>4000</td>
<td>4000</td>
<td>4000</td>
<td>MAY-April-June</td>
<td>12,500</td>
<td>15,800</td>
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<tr>
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<td>APR</td>
<td></td>
<td>5000</td>
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<td>5000</td>
<td>5000</td>
<td>APR-March-Apr</td>
<td>12,000</td>
<td>15,600</td>
<td></td>
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<td>JAN-Dec-Feb</td>
<td>3,400</td>
<td>4,900</td>
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**Average**: 4225.638889  
**Std Dev**: 1579.342255

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**Notes/Comments:**
- Place an X next to the consumption value to be thrown out.
- Year: 2016

**64 E Calculation**
- Total Sq Ft: 50468
- Div By # Units: 4
- Sq Ft Per Unit: 12617.04
- Div By 12V: 15
- X 15 / 167: 0.0
Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date: January 9, 2018

Agenda Item Type: Resolution
Agenda Item Scope: Customer Service
Recommended Action: Action: Approval

Department: Customer Service
Sponsor: Nicholas Mulick

Subject: Reversal of Waiver - AK#1650013 - Poinsetta Drive

Summary of Discussion:
Wastewater service and assessment was waived in 2008 by the previous owner. The current owner would like to reverse the waiver and receive wastewater service.

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

Financial Impact

Income Uncollected
Funding Source:
Assessment Revenue
Budgeted: No

Financial Impact
$ 5,840.00

Attachments
1. Resolution 01-01-18
2. Customer Request
3. Reversal of Waiver and Ack. of Costs and Assessments
4. Warranty Deed
5. Map
6. LLC Documentation

Approved By: ____________________________ Date: 1-4-18

General Manager
RESOLUTION NO. 01-01-18

A RESOLUTION OF THE BOARD OF COMMISSIONERS
APPROVING THE REQUEST OF SEVEN RAINBOWS
INVESTMENT, LLC FOR THE REINSTATEMENT OF
ASSESSMENT OF ONE TAX PARCEL TO THE 2008 NON-AD
VALOREM ASSESSMENT; AND PROVIDING FOR
APPLICABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Key Largo Wastewater Treatment District ("District") assessed the parcel
listed below in Section 1 ("Excluded Tax Parcel") via Resolution 12-06-08 dated June 17,
2008, the Final Assessment Resolution for 2008; and

WHEREAS, in accordance with Section 10.6(a)(iv) of the General Rules and Regulations,
the parcel owner(s) waived their right to receive wastewater service and requested that the
District suspend collection of the System Development Charge ("SDC") and all future non-
ad valorem Assessments on the Excluded Tax Parcel; and

WHEREAS, in accordance with Section 10.6(b) of the General Rules and Regulations, the
Excluded Tax Parcel owner(s) certified and agreed that if they later desire wastewater
service to the parcel, they would pay the full direct and indirect District costs of providing
the same; and

WHEREAS, the District subsequently issued a waiver of the SDC and all future District
initiated non-ad valorem Assessments on the Excluded Tax Parcel listed in Section 1
below, which was recorded in the Office of the Clerk of the Circuit Court of Monroe
County, in Official Records Book 2703, at Pages 1479-1481 on the 18th day of September,
2014; and

WHEREAS, the current owner of the Excluded Tax Parcel, Seven Rainbows Investment,
LLC has requested a reversal of the waiver of wastewater service, and agreed to pay the
SDC all future non-ad valorem Assessments, and the full direct and indirect District costs
of providing service to the Excluded Tax Parcel; and

WHEREAS, the District hereby approves the request of the current parcel owner, Seven
Rainbows Investment, LLC to reverse the waiver.

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

Section 1.
PARCEL ID: 00530810-000000
AK NO. 1650013
PARCEL DESCRIPTION: BK 7 LT 1 HOLIDAY HOMESITES PB2-168 OR620-870 OR12
Section 2. Resolution number 12-06-08 dated June 17, 2008 (The 2008 Final Assessment Resolution), Section 3.01 (Assessment Roll) is hereby amended to include the Parcel listed in Section 1 above Excluded Tax Parcel.

Section 2. The owner shall pay the SDC in the amount of $5,840, plus additional costs of $0.00, plus an administrative fee of $200 for a total of $6,040. This amount is due and payable in full on the effective date of this Resolution.

Section 3. APPLICABILITY AND EFFECTIVE DATE. This resolution shall take effect upon adoption by the Board of Commissioners.

Section 4. AUTHORIZATION OF DISTRICT OFFICIALS. The General Manager and/or his designee(s) are authorized to take all actions necessary to implement the terms and conditions of this resolution.

RESOLVED AND ADOPTED THIS 9th DAY OF JANUARY, 2018

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:

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The Chairman thereupon declared this Resolution duly passed and adopted the 9th day of January, 2018.

KEY LARGO WASTEWATER TREATMENT DISTRICT

______________________________
David Asdourian, Chairman

ATTEST: Approved to as to form and legal sufficiency:

______________________________
Katherine Jackson, District Clerk

By: Nicholas W. Mulick, General Counsel

SEAL
Request for Reversal of Waiver of Wastewater Service

ALL fields must be completed, unless indicated as optional, before the request will be reviewed.

Property Owner of Record: Seven Rainbows Investment LLC
Name of Request Initiator: Sophia Lima
Email (optional): sophies_pyramid@yahoo.com Phone: 786-514-1007

PARCEL
RE/Parcel ID: 00530810-000000 Alternate Key: 1650013
Parcel Legal Description: BK 7 LT 1 Holiday Homesites

ORIGINAL WAIVER
Date Approved: 9/18/14 Doc No: 1998173 Book: 2703 Page: 1479-1481

☑ I request a REVERSAL of WAIVER of wastewater assessment. I understand that after reversal of waiver is approved I will be required to pay:

$0 Costs to provide parcel with wastewater service (if applicable. Fees will be determined by survey conducted by KLWTD Engineering Department).

$5,840 System Development Charge (SDC) – Due in full.

$ 200 Administrative fee.

$6,040 Total

Additional Notes or Requests:

Signature: ___________________________ Date: 12/15/2017

The completed request may be mailed to PO Box 491, Key Largo, FL 33037 or hand delivered to the District office located at 103355 Overseas Hwy, Key Largo, FL 33037.

To be Completed by KLWTD Engineering Department

Survey conducted by: ___________________________

☑ Parcel HAS wastewater service available. No additional costs will be incurred.

☐ Parcel does NOT have wastewater service available. Additional costs to provide parcel with wastewater service is $________________. (Break down of costs is attached.)
Key Largo Wastewater Treatment District

Reversal of Waiver of Wastewater Service

and

Acknowledgement of Costs and Assessments

This Reversal of Waiver of Wastewater Service and Acknowledgement of Costs and Assessments (the "Reversal of Waiver") is made this 19th day of December, 2017, by the Key Largo Wastewater Treatment District with respect to the Parcel listed in Attachment “A” (the “Parcel”):

WHEREAS, the undersigned, who are all of the Owners or are the legal representatives of all of the Owners (collectively, the “Owners”) of the Parcel, previously requested that the District exclude the Parcel from the District’s Assessment roll and waive the Assessments levied against the Parcel on the grounds that the Parcel cannot and/or will not receive Wastewater Service; and

WHEREAS, the Owners executed a Waiver of Wastewater Service and Acknowledgement of Potential Costs for the Parcel, which waiver was filed in the Office of the Clerk of the Circuit Court of Monroe County, State of Florida, in Official Records Book Number 2703, at Page 1479-1481, on the 18th day of September, 2014; and

WHEREAS, the Owners now request that the District reinstate, and again provide, wastewater service to the previously waived Parcel; and

WHEREAS, Owners of previously waived Parcels, who subsequently request that the District reinstate, and again provide, wastewater service to those Parcels, are required to pay a system development charge, in accordance with Resolution Number 12-06-08, the 2008 Final Assessment Resolution, as well as all direct and indirect costs, expenses, and administrative fees.

NOW, THEREFORE, in consideration of the premises, the Key Largo Wastewater Treatment District finds and agrees:

1. That, as of the date first above written, based upon the information provided by the Owners and the records of the Monroe County Property Appraiser, the undersigned are all of the owners, or are the legal representatives of all of the Owners, of the Parcel.

Key Largo Wastewater Treatment District
Reversal of Waiver of Wastewater Service and Imposition of Costs and Assessments
KLWTD Form F-21

Page 1 of 4
2. That, in accordance with Resolution Number 12-06-08, the Owners are required to pay to the District an amount fairly representing the special benefit that the Parcel has received and/or will receive, as determined by the District, which amount shall be equivalent to the original System Development Charge ("SDC") for the current year's assessment resolution or the last year's SDC adjusted for inflation in accordance with the Consumer Price Index.

3. That the SDC the Owners are required to pay has been determined by the District to be the sum of $5,840.00, plus additional costs of $200.00, plus an administrative fee of $200, for a total of $6,040.00.

4. That the District will direct the Monroe County Tax Collector to reinstate the District’s Non-Ad Valorem Wastewater Assessment against the Parcel utilizing the method of collecting non-ad valorem assessments provided in Chapter 197.3632, Florida Statutes (the Uniform Assessment Collection Act).

5. That the Effective Date of this Reversal of Waiver shall be the date on which a resolution approving and accepting same is adopted by the Board of Commissioners of the Key Largo Wastewater Treatment District.

6. That wherever used herein, the terms “Owners” and “District” include all the parties involved and their respective heirs, legal representatives, successors and assigns; and, unless the context clearly indicates otherwise, words used in the singular include the plural, the plural includes the singular, and the neuter gender includes the masculine and the feminine.

IN WITNESS WHEREOF, on the day and date first above written, the Key Largo Wastewater Treatment District, acting by and through its General Manager, hereby accepts and agrees to this Reversal of Waiver of Wastewater Service and Acknowledgement of Costs and Assessments.

Key Largo Wastewater Treatment District:  

Peter Rosasco, General Manager

Approved as to Form and Legal Sufficiency:

Nicholas Mulick, District Counsel
Acknowledgement of Costs and Assessments

THE UNDERSIGNED, who are all of the Owners or are the legal representatives of all of the Owners of the Parcel(s) listed in Attachment “A” acknowledge, certify, and agree: (a) that they now desire to receive wastewater service to the previously waived Tax Parcel listed in Attachment “A” and have requested that the District make this Reversal of Waiver; (b) that, in connection with this Reversal of Waiver, they are required to pay to the District the amount listed in paragraph “4” above; (c) that if they fail or neglect to pay any or all of this sum, any such unpaid amount shall become a lien upon the Parcel; and (d) that this Reversal of Waiver and all of its terms and conditions shall be binding upon the signatories, their successors and assigns, and all subsequent owners of the Tax Parcels listed in Attachment “A”.

Dated: 12/15/2017

Owner: [Name]

Print Name: [Name]

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

Witness: [Name]
Print Name: [Name]

COUNTY OF MONROE
STATE OF FLORIDA

I HEREBY CERTIFY that on this 15 day of December 2017, before me, an officer duly authorized to take acknowledgments, personally appeared [Name], known to me to be the person(s) named in the foregoing instrument, who acknowledged executing same in the presence of two subscribing witnesses and who is/are personally known to me or who produced [Drivers license] as identification and who did/did not take an oath.

(Notary Seal)

Notary Public

Printed Name of Notary

My Commission Expires: Aug 21, 2020

Key Largo Wastewater Treatment District
Reversal of Waiver of Wastewater Service and Imposition of Costs and Assessments
KLWTD Form F-21
Acknowledgement of Costs and Assessments

THE UNDERSIGNED, who are all of the Owners or are the legal representatives of all of the Owners of the Parcel(s) listed in Attachment “A” acknowledge, certify, and agree: (a) that they now desire to receive wastewater service to the previously waived Tax Parcel listed in Attachment “A” and have requested that the District make this Reversal of Waiver; (b) that, in connection with this Reversal of Waiver, they are required to pay to the District the amount listed in paragraph “4” above; (c) that if they fail or neglect to pay any or all of this sum, any such unpaid amount shall become a lien upon the Parcel; and (d) that this Reversal of Waiver and all of its terms and conditions shall be binding upon the signatories, their successors and assigns, and all subsequent owners of the Tax Parcels listed in Attachment “A”.

Dated: 12/18/17

Owner Barbara Marquit
Print Name

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

Witness Ines Portales
Print Name

COUNTY OF MONROE
STATE OF FLORIDA

I HEREBY CERTIFY that on this 12th day of December 2017, before me, an officer duly authorized to take acknowledgments, personally appeared Barbara Marquit, known to me to be the person(s) named in the foregoing instrument, who acknowledged executing same in the presence of two subscribing witnesses and who is/are personally known to me or who produced driver’s license as identification and who did/did not take an oath.

Notary Public Diane Bockelman
Printed Name of Notary

My Commission Expires: August 21, 2020

Key Largo Wastewater Treatment District
Reversal of Waiver of Wastewater Service and Imposition of Costs and Assessments
KLWTD Form F-21
Reversal of Waiver of Wastewater Service
and
Acknowledgement of Costs and Assessments
Attachment A

Tax Parcel(s) receiving wastewater Service:

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<tr>
<td>Physical Location:</td>
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<tr>
<td>Legal Description:</td>
<td>BK 7 LT 1 Holiday Homesites</td>
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This Warranty Deed made this 13th day of December, 2017 between Poinsetta Drive, LLC, a Florida limited
liability company whose post office address is 7111 SW 42nd Street, Miami, FL 33155, grantor, and Seven Rainbows
LLC, a Florida limited liability company whose post office address is 7601 East Treasure Drive, CU 9, North Bay
Village, FL 33141, grantee:

(Whenever used herein the terms “grantor” and “grantee” include all the parties to this instrument and the heirs, legal representatives, and assigns of
individuals, and the successors and assigns of corporations, trusts and trustees)

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS ($10.00) and other
good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged,
has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land,
situate, lying and being in Monroe County, Florida, to-wit:

Lots 1 and 2, Block 7, HOLIDAY HOMESITES, according to the Plat thereof as recorded in Plat
Book 2, Page 168, of Public Records of Monroe County, Florida

Parcel Identification Number: 00530810-000000 and Parcel Identification Number: 00530820-000000

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the
grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said
land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all
encumbrances, except taxes accruing subsequent to December 31, 2017.

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.
Signed, sealed and delivered in our presence:

[Signature]

Witness Name: [Signature]
Witness Name: [Signature]

Poinsetta Drive LLC, a Florida limited liability company
By: AA Holdings of South Florida, a Florida limited liability company, its Manager
By: [Signature]

Nelson Hernandez, Manager

(Corporate Seal)

State of Florida
County of Miami-Dade

The foregoing instrument was acknowledged before me this 13th day of December 2017 by Nelson Hernandez, on behalf of the corporation. He/she [ ] is personally known to me or [X] has produced a driver's license as identification.

[Notary Seal]

Notary Public
Printed Name: [Signature]
My Commission Expires: [Signature]

Monroe County
Official Records

Warranty Deed - Page 2

DoubleTimes
Entity Name: SEVEN RAINBOWS INVESTMENT, LLC

Current Principal Place of Business:
7601 EAST TREASURE DRIVE
CU 9
NORTH BAY VILLAGE, FL 33141

Current Mailing Address:
7601 EAST TREASURE DRIVE
CU 9
NORTH BAY VILLAGE, FL 33141

FEI Number: 20-1524175

Certificate of Status Desired: No

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: SOPHIA LIMA 06/19/2017

Authorized Person(s) Detail:

Title MGRM
Name MARQUET, BARBARA
Address 7601 EAST TREASURE DRIVE CU9
City-State-Zip: NORTH BAY VILLAGE, FL 33141

Title MGRM
Name LIMA, SOPHIA
Address 7601 EAST TREASURE DRIVE CU9
City-State-Zip: NORTH BAY VILLAGE, FL 33141

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: SOPHIA LIMA MANAGER 06/19/2017
Reversal of Waiver - MM 100

AK#1650013 - Poinsetta Drive

Overview

Legend

- Major Roads
- Centerline
- Hooks
- Road Center
- Rights of Way
- Condo Building
- Conservation Easement
- Key Names
- Subdivisions
- Parcels

Date created: 1/2/2018
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Developed by The Schneider Corporation
Meeting Date: January 9, 2018

Agenda Item Type: Information / Presentation

Agenda Item Scope: Review / Discussion

Recommended Action: Action

Department: Commissioner's Item

Sponsor: Commissioner Gibbs

Subject: 1% Across the Board Pay Increase for All Employees, Not to Exceed $500 - Effective Immediately

Summary of Discussion:

Reviewed / Approved

Financial Impact

Attachments

Operations: _______ $ 0.00

Administration: _______

Finance: _______ Funding Source:

District Counsel: _______

District Clerk: _______ Budgeted:

Engineering: _______ N/A

Approved By: ___________________________ Date: 1-4-18

General Manager
Key Largo Wastewater Treatment District  
Board of Commissioners Meeting  
Agenda Item Summary

Meeting Date: January 9, 2018

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

Department: Commissioner's Item  
Sponsor: Commissioner Gibbs

Subject: **Solar Acceleration**

Summary of Discussion:

<table>
<thead>
<tr>
<th>Reviewed / Approved</th>
<th>Financial Impact</th>
<th>Attachments</th>
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<tbody>
<tr>
<td>Operations:</td>
<td>$ 0.00</td>
<td>1. Newspaper Article: &quot;Customers picking up tab for nuke plant&quot; by Theresa Java</td>
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<td>Finance:</td>
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Approved By: ___________________________  Date: 1-4-18

General Manager
Customers picking up tab for nuke plant

BY THERESA JAVA
Free Press Staff

HOMESTEAD — The Florida Public Service Commission, a five-member panel whose mission is to facilitate the efficient provision of safe and reliable utility services at fair prices, unanimously approved Florida Power & Light's request to collect $176.4 million from its customers to pay for the utility's effort to draw back a hyper-saline plume that has leached underground.

The plume, which is fueled by the nuclear power station's leaking cooling canals, is edging toward the shallow and porous Biscayne Aquifer, which supplies the region with drinking water, including the 17 million gallons consumed on average each day in the Florida Keys.

"PSC concluded that FPL was prudent in its actions and expenditures for the historic operation of Turkey Point's Cooling Canal Monitoring Plan," the state commission said in a press release.

The PSC, however, disallowed recovery of the utility's $1.5 million escrow payment required by the Florida Department of Environmental Protection saying FPL did not meet its burden of proving that the funds would benefit FPL's ratepayers.

"Some of the costs are canal-related, others are not," Cruz said.

No one has been more vocal in demanding the utility to address the plume than the Southern Alliance for Clean Energy.

"FPL customers should not have to pay for FPL's legacy of negligence and mistakes in the operation of the failed cooling canal system at its Turkey Point plant. It is obscene that FPL will be rewarded for their screw-ups and even make a profit off a portion of the proposed $200 million clean-up operation all paid by hardworking Florida families. This is the very definition of 'pollute and loot,'" SACE Executive Director Stephen A. Smith said. "The commission has done a disservice to Florida bill-payers by making them pay for FPL's mistakes. It is clear that we need bold leadership in Tallahassee to protect the economic interests of Florida's families and businesses from the manipulative hand of monopoly utilities like FPL."

SACE spokeswoman Jennifer Rennicks said there is no plan to appeal the decision. The group will instead focus efforts on its Clean Water Act lawsuit, which calls for FPL to replace its canal system with cooling towers. The matter is to go to trial in 2018.

See NUKE, page 4A

Nuke
Continued from page 1A


The utility's request to have customers, rather than shareholders, foot the cleanup costs is in accordance with the environmental cost recovery clause created by the Florida Legislature in 1993.

FPL has proposed to remediate the underground plume by using recovery wells to tap into it and draw its water back to Turkey Point, where a cluster of three deep injection wells will drain the hyper-saline water 3,200 feet underground into the boulder zone.

Blance Cruz said that the $176.4 million figure is based on a 10-year projection, from 2017 to 2026, and doesn't exclusively cover the canal monitoring plan.

FPL is the primary supplier of electricity to the Florida Keys Electric Cooperative and Keys Energy Services.

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