MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM on August 16, 2016. Present were Acting Chairman Andrew Tobin, Commissioners Robert Majeska, Norman Higgins, and Stephen Gibbs. Chairman David Asdourian was absent. Also present were General Manager Paul Christian, General Counsel Ray Giglio, Ed Castle with Weiler Engineering, District Clerk Katherine Jackson, and other appropriate District Staff.

Acting Chairman Andrew Tobin led the Pledge of Allegiance.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS

- Mr. Paul Christian requested item J-2 be moved to after the Approval of the Agenda.

APPROVAL OF AGENDA

Motion: Commissioner Tobin called for objections to approving the agenda as amended and hearing none, approved the agenda.

PUBLIC COMMENT

<table>
<thead>
<tr>
<th>Name and Address</th>
<th>Subject</th>
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<tr>
<td>Richard Chang</td>
<td>Low-Flow Discount Program – Customer Appeal –</td>
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<tr>
<td>10700 SW 65th Ave</td>
<td>Salvation Army</td>
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<td>Miami, FL</td>
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ADMIN / CUSTOMER SERVICE REPORT

Low-Flow Discount Program – Customer Appeal – Salvation Army

Mr. Rob Bulkiewicz informed the Board that Dr. Richard Chang, whose family owns the Salvation Army building in Key Largo, had requested that this building be included in the District's Low-Flow Discount Program. Mr. Bulkiewicz explained that staff had no objection to granting Mr. Chang's request, but that they were unable to do so as the application period for the Low-Flow Discount Program had ended in February, 2016. Staff had therefore recommended that Dr. Chang bring a customer service appeal to the Board.

Public Comment: Mr. Richard Chang requested that the Board extend the closing date for the Low-Flow Discount Program to allow him to apply for it, and he gave various reasons for his request.
The Board addressed Dr. Chang, asked staff questions about the program, and after deliberation, determined that it would be in the best interest of the District to extend the closing date for the Low-Flow Discount Program to allow the Salvation Army, as well as the other local businesses that qualify, to apply for participation in the program.

**Motion:** Commissioner Majeska made a motion to amend Resolution No. 08-02-15 to extend the application period for the Low-Flow Discount Program to give all potentially eligible participants 90 days from when they are notified of the extension to apply for the Program, and Commissioner Gibbs seconded the motion.

**Vote on Motion**

<table>
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<tr>
<th>Commissioner</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Commissioner Majeska</td>
<td>Aye</td>
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<tr>
<td>Commissioner Gibbs</td>
<td>Aye</td>
</tr>
<tr>
<td>Commissioner Higgins</td>
<td>Aye</td>
</tr>
<tr>
<td>Commissioner Tobin</td>
<td>Aye</td>
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<tr>
<td>Chairman Asdourian</td>
<td>Absent</td>
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**Motion Passed: 4 to 0**

**APPROVAL OF MINUTES FROM PREVIOUS MEETINGS**

**Minutes of August 2, 2016**

**Motion:** Commissioner Gibbs made a motion to approve the Minutes of August 2, 2016, Commissioner Higgins seconded the motion. The motion passed without objection.

**Minutes of August 9, 2016**

**Motion:** Commissioner Gibbs made a motion to approve the Minutes of August 9, 2016, Commissioner Majeska seconded the motion. The motion passed without objection.

**CONSTRUCTION REPORT**

*Wharton-Smith, Inc. Change Order No. 1 for Vacuum Station “E” Tank Repair*

Mr. Ed Castle presented the Wharton-Smith, Inc. change order no. 1 for the Vacuum Station “E” Tank Repair project and informed the Board that this change order was only for additional time. Staff answered questions from the Board.
Motion: Commissioner Majeska made a motion to approve Wharton-Smith, Inc. change order No. 1 for the Vacuum Station “E” Tank Repair project and Commissioner Higgins seconded the motion.

Vote on Motion
Commissioner Majeska – Aye
Commissioner Higgins – Aye
Commissioner Gibbs – Aye
Commissioner Tobin – Aye
Chairman Asdourian – Absent
Motion Passed: 4 to 0

OPERATION REPORT

Monthly Operations Report

Mr. Ed Castle presented the monthly operations report. Board members made suggestions for the next report. Staff answered questions from the Board.

ADMIN / CUSTOMER SERVICE REPORT

Code Compliance – August 2016

Mr. Rob Bulkiewicz presented the August 2016 code compliance list and provided an updated plan to accelerate the code compliance process. Staff answered questions from the Board.

Contiguous Vacant Waiver – AK#9102314 – Marzouka

Ms. Diane Bockelman introduced Resolution Draft No. 12-08-16, a resolution to waive AK#9102314, a vacant parcel located at Sound Drive, for Robert and France Marzouka, and gave an update on potential future waivers. Staff answered questions from the Board.

Motion: Commissioner Gibbs made a motion to approve Resolution 12-08-16, and Commissioner Higgins seconded the motion.

Vote on Motion
Commissioner Gibbs – Aye
Commissioner Higgins – Aye
Commissioner Majeska – Aye
Commissioner Tobin – Aye
Chairman Asdourian – Absent
Motion Passed: 4 to 0

Tier I Waiver – AK#1101451 – Saunders

Ms. Diane Bockelman introduced Resolution Draft No. 13-08-16, a resolution to waive AK#1101451, a vacant, Tier 1 parcel located at 92161 Overseas Highway, for Patricia L. Saunders and answered questions from the Board.
Motion: Commissioner Gibbs made a motion to approve Resolution 13-08-16, and Commissioner Higgins seconded the motion.

Vote on Motion
Commissioner Gibbs – Aye
Commissioner Higgins – Aye
Commissioner Majeska – Aye
Commissioner Tobin – Aye
Chairman Asdourian – Absent
Motion Passed: 4 to 0

GENERAL MANAGER’S REPORT

Update of Oil Painting of Representative Ken Sorensen

Mr. Paul Christian unveiled an oil portrait of Representative Ken Sorensen and stated that plans for the District’s grand opening ceremonies will be discussed at a future meeting. Mr. Christian answered questions from the Board.

LEGAL REPORT

Request for Closed Session – Lake Surprise II

Mr. Ray Giglio requested that the Board conduct a closed session on September 6, 2016 at a time certain of 4:00 PM, regarding Lake Surprise II Condominium Association, Inc. v. Key Largo Wastewater Treatment District Case No. 16-CA 173 P. The Board agreed.

Mr. Paul Christian informed the Board that at this time, there is nothing on the agenda for the meeting scheduled for September 13, 2016.

Motion: Commissioner Higgins made a motion to cancel the September 13, 2016 Board of Commissioners meeting and Commissioner Majeska seconded the motion. The motion passed without objection.

BUDGET AND FINANCE REPORT

Monthly Financial Report

Ms. Connie Fazio presented the monthly finance report for July 2016 and answered questions from the Board.

ROUNDTABLE DISCUSSION

Commissioner Higgins requested Mr. Ed Castle give an update regarding the current salinity levels of Islamorada influent. Mr. Castle informed the Board that Islamorada’s recent salinity levels have been below the threshold contained in the ILA.

Commissioner Tobin requested that Mr. Mike Dempsey and Mr. Jered Primicerio give departmental updates during the monthly operations report.
ADJOURNMENT

The Meeting was adjourned at 5:21 PM.

David Asdourian, Chairman

Katherine Jackson, Clerk