MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM on June 6, 2017. Present were Chairman David Asdourian and Commissioners Andrew Tobin, Susan Heim, Stephen Gibbs, and Robert Majeska. Also present were General Manager Peter Rosasco with Bishop, Rosasco & Co., General Counsel Ray Giglio, District Clerk Katherine Jackson, and other appropriate District Staff.

Mr. Rob Bulkiewicz led the Pledge of Allegiance.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

- Commissioner Heim requested that item M-1 be moved after item H-1 and that item J-4 be changed from action to discussion.
- Commissioner Tobin requested that items J-4, N-1 and N-2 be removed and considered at a future meeting.
- Chairman Asdourian requested that item L-1 be moved after G-1.

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
--- | ---
Travis Mikalson | IT Services Update
438 Lime Drive
Key Largo, FL

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

Minutes of May 16, 2017 (F-1)

Motion: Commissioner Majeska made a motion to approve the Minutes of May 16, 2017 and Commissioner Gibbs seconded the motion. Commissioner Tobin abstained. The motion passed without objection.
GENERAL MANAGER'S REPORT (G)

State Legislation and Funding Update from State Representative Holly Raschein and State Lobbyist Cynthia Henderson (G-1)

Mr. Peter Rosasco informed the Board that State Representative Holly Raschein had been called back to Tallahassee for a special session; that she would not, therefore, be able to attend the Board meeting; and that Ms. Kate DeLoach, one of Rep. Raschein's senior aides, was in attendance and would address the Board in her stead. Mr. Rosasco also stated that Ms. Cynthia Henderson was running behind schedule, and he requested that this item be put off until she arrived.

ENGINEER'S REPORT (L)

Wild Bird Center (L-1)

Mr. Ed Castle informed the Board that the District had received a request from the Florida Keys Wild Bird Center asking the District to accept approximately 200 gallons per week of filtrate from the Bird Center's pelican pond filtration system. Mr. Castle advised the Board that the volume of the filtrate that would be discharged into the KLWTD collection system was so small and would be so diluted that it should not cause any harm to the District's wastewater treatment plant or processes, and that it would not create a threat to public or employee health. The Board discussed their various concerns. Commissioner Heim requested that staff seek a second opinion regarding allowing the effluent from the Wild Bird Center to be accepted by the District; and Commissioner Majeska requested that the Board discuss how the District will bill the Wild Bird Center.

Staff answered questions from the Board, and the Board requested that this item be brought back at a future meeting for action.

GENERAL MANAGER'S REPORT (G)

State Legislation and Funding Update from State Representative Holly Raschein and State Lobbyist Cynthia Henderson (G-1)

Mr. Peter Rosasco introduced Ms. Cynthia Henderson, the District's state lobbyist in Tallahassee, to the Board. Ms. Henderson informed the Board that the Fiscal Year 2017-2018 budget has been approved with $13.3 million allocated for the Florida Keys Stewardship Act. Mr. Rosasco informed the Board that in accordance with the Inter-Local Agreement with Monroe County, the District will be receiving $3.3 million in state funding.

Ms. Henderson and staff answered questions from the Board.

Florida Keys Water Quality Improvement Program (FKWQIP) Update (G-2)

Mr. Peter Rosasco informed the Board that Mr. Fred Hicks, the District's federal lobbyist in Washington, D.C., has informed him that the Army Corps of Engineers has completed the FY17 Consolidated Omnibus Work Plan and that the District will be receiving $500 thousand from the FKWQIP program. Staff answered questions from the Board.
IT Services Update (G-3)

Public Comment: Mr. Travis Mikalson, a representative of TerraNovaNet, Inc. expressed his company’s desire to compete for the District’s IT services contract.

Mr. Peter Rosasco informed the Board that the matrix in the agenda is a comparison of three companies: Codified, EssentialNet Solutions and TerraNovaNet, LLC. Staff answered questions from the Board and Mr. Rosasco advised the Board that this item will be brought back for action at a future meeting.

April 2017 Monthly Report (G-4)

Mr. Peter Rosasco informed the Board that each department head would discuss his or her section of the monthly report. Mr. Jered Primicerio presented the Operations section and staff answered questions from the Board.

Search for General Manager (G-5)

Mr. Peter Rosasco informed the Board that the time for submitting applications for the General Manager position ended on May 31, 2017 and that there were 55 applicants. Commissioner Gibbs requested that the Board members review the applications and that they narrow the list down to their top 3 to 5 candidates for discussion at the next meeting.

Staff answered questions from the Board and Mr. Rosasco advised the Board that this item will be on a future agenda for discussion.

BUDGET AND FINANCE REPORT (H)


Mr. Peter Rosasco presented the Grau & Associates contract extension for the annual financial audit. The Board discussed the contract extension, and Staff answered questions from the Board.

Motion: Commissioner Heim made a motion to approve the Grau & Associates contract extension for annual financial audits in the amount not to exceed $23,000 for FY17, $23,500 for FY18 and $24,000 for FY19, and Commissioner Majeska seconded the motion.

Vote on Motion

Commissioner Heim – Aye
Commissioner Majeska – Aye
Commissioner Gibbs – Aye
Commissioner Tobin – Aye
Chairman Asdourian – Aye

Motion Passed: 5 to 0

5 MIN BREAK: 5:27 PM
LEGAL REPORT (M)

Search for General Counsel (M-1)

Mr. Ray Giglio informed the Board that there was no new information from staff at this time. Commissioner Gibbs stated that he would like the Board to be realistic regarding the number of hours that a new attorney would likely work and that he was not in favor of a fleet of backup attorneys. Commissioner Heim stated that she was in favor of a strong general counsel and specialist attorneys as needed. Commissioner Majeska stated that he would have liked to have seen some proposals from prospective attorneys before a decision was made, and that he is in favor of a legal budget. Commissioner Tobin read an e-mail and is attached as "Attachment A."

Motion: Commissioner Majeska made a motion to accept the proposal from Vernis & Bowling of the Florida Keys, P.A. The motion failed due to lack of a second.

Chairman Asdourian passed the gavel to Vice-Chairman Tobin.

Motion: Chairman Asdourian made a motion to select Nicholas W. Mulick, P.A. as the new general counsel, and Commissioner Heim seconded the motion.

Vote on Motion
Chairman Asdourian – Aye
Commissioner Heim – Aye
Commissioner Gibbs – Aye
Commissioner Majeska – Nay
Commissioner Tobin – Aye

Motion Passed: 4 to 1

The Board directed Mr. Peter Rosasco and Mr. Ray Giglio to enter into negotiations with Mr. Nicholas Mulick and to bring a proposal back to the Board for consideration at a future meeting.

EXTENSION: 6:02 PM

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

ADMIN AND CUSTOMER SERVICE REPORT (I)

Conservation Waiver Update and Discussion (I-1)

Mrs. Diane Bockelman, Customer Service Manager, presented a memo to the Board that outlined the Conservation Waiver History and Potential Future Financial Impact of granting every possible conservation waiver within the District’s service area. Commissioner Heim suggested that the District should consider revising its rules and regulations since the County is interested in purchasing buildable lots for conservation. Commissioner Gibbs suggested that the District and the County commit to some sort of compromise so that the District would not lose budgeted assessment revenue. Commissioner Tobin shared his opinion that the ratepayers should not be burdened by lost assessment revenue. Mr. Charles Pattison, Monroe County Land Authority Executive Director, addressed the Board and stated that, at this point, approximately 40% of the wastewater assessment has already been paid by the land owner
before the County purchases the land. The Board requested that the Monroe County Land Authority postpone sending conservation waiver of assessments until after the July 11, 2017 meeting to further discuss this subject.

The Board requested this item be brought back at a future meeting for discussion.

EXTENSION: 6:32 PM
Motion: Commissioner Tobin made a motion to extend the meeting 30 minutes.
The motion passed without objection.

MCLA Conservation Waiver – AK#1547361 (1-2)

Mrs. Diane Bockelman presented Resolution No. 18-06-17 granting the Monroe County Land Authority (MCLA) a Conservation Waiver of Assessment for AK#1547361 – Harris Ocean Estates, which is being conveyed to the MCLA as a conservation parcel; and staff answered questions from the Board.

Motion: Commissioner Tobin made a motion to approve Resolution No. 18-06-17 to removed AK#1547361 from the 2009 Non-Ad Valorem Assessment, and Commissioner Majeska seconded the motion.

Vote on Motion

Commissioner Tobin – Aye
Commissioner Majeska – Aye
Commissioner Gibbs – Aye
Commissioner Heim – Aye
Chairman Asdourian – Aye

Motion Passed: 5 to 0

MCLA Conservation Waiver – AK#1547077 (1-3)

Mrs. Diane Bockelman presented Resolution No. 19-06-17 granting the Monroe County Land Authority (MCLA) a Conservation Waiver of Assessment for AK#1547077 – Harris Ocean Estates, which is being conveyed to the MCLA as a conservation parcel; and staff answered questions from the Board.

Motion: Commissioner Gibbs made a motion to approve Resolution No. 19-06-17 to removed AK#1547077 from the 2009 Non-Ad Valorem Assessment, and Commissioner Heim seconded the motion.

Vote on Motion

Commissioner Gibbs – Aye
Commissioner Heim – Aye
Commissioner Majeska – Aye
Commissioner Tobin – Aye
Chairman Asdourian – Aye

Motion Passed: 5 to 0
Mrs. Diane Bockelman presented Resolution No. 20-06-17 to the Board and informed the Board that this resolution reflects the Board's previous decision to terminate the original Residential Unique Parcel Project and to open Phase II of the Unique Parcel Project. Ms. Bockelman explained that pursuant to this resolution, Phase II would provide the duly licensed plumber/contractor selected by the owners of Residential Unique Parcels within the District service area who elect to participate in the program with a simplex grinder pump station, and that the owners would then bear the cost of installing that system. After construction has been completed and the Grinder Pump System has passed District inspection, it would be turned over to the District, and the District would maintain, service, and repair the Grinder Pump System in accordance with the 2013 Grinder Pump Resolution. Staff answered questions from the Board.

Motion: Commissioner Tobin made a motion to approve Resolution No. 20-06-17, and Commissioner Gibbs seconded the motion.

Vote on Motion

Commissioner Tobin – Aye
Commissioner Gibbs – Aye
Commissioner Majeska – Aye
Commissioner Heim – Aye
Chairman Asdourian – Aye

Motion Passed: 5 to 0

EXTENSION: 7:02 PM

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

OPERATIONS REPORT (J)

Chemical Upgrades Project Change Order No. 1 (J-1)

Mr. Ed Castle presented Chemical Upgrade Project Change Order No. 1 to relocate the sodium hydroxide skid inside Vacuum Station “E” and communications with the sodium hydroxide skid to the DCU-1 PLC in the plant administration building for an additional 67 days and a financial total of $7,333.

Motion: Commissioner Heim made a motion to approve Chemical Upgrade Project Change Order No. 1, increasing the contract time 67 days, in an amount not to exceed $7,333, and Commissioner Tobin seconded the motion.

Vote on Motion

Commissioner Heim – Aye
Commissioner Tobin – Aye
Commissioner Gibbs – Nay
Commissioner Majeska – Aye
Chairman Asdourian – Aye

Motion Passed: 4 to 1
Chemical Upgrades Project Change Order No. 2 (J-2)

Mr. Ed Castle presented Chemical Upgrade Project Change Order No. 2 to modify the existing concrete pads for the new chemical skids and make necessary electrical changes inside the chemical room for an additional 14 days and a financial total of $8,535.

Motion: Commissioner Tobin made a motion to approve Chemical Upgrade Project Change Order No. 2, increasing the contract time 14 days, in an amount not to exceed $8,535, and Commissioner Majeska seconded the motion.

Vote on Motion
Commissioner Tobin – Aye
Commissioner Majeska – Aye
Commissioner Gibbs – Nay
Commissioner Heim – Aye
Chairman Asdourian – Aye

Motion Passed: 4 to 1

Blower Upgrades Project Change Order No. 5 (J-3)

Mr. Ed Castle presented Blower Upgrade Project Change Order No. 5 to install isolators to improve reliability for the existing flow meters for no additional days and a financial total of $1,924.

Motion: Commissioner Heim made a motion to approve Blower Upgrade Project Change Order No. 5, in an amount not to exceed $1,924, and Commissioner Majeska seconded the motion.

Vote on Motion
Commissioner Heim – Aye
Commissioner Majeska – Aye
Commissioner Gibbs – Nay
Commissioner Tobin – Aye
Chairman Asdourian – Aye

Motion Passed: 4 to 1

ADJOURNMENT (P)

The Meeting was adjourned at 7:27 PM.

David Asdourian, Chairman

Katherine Jackson, Clerk
RESOLUTION NO. 18-06-17
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REQUEST OF MONROE COUNTY LAND AUTHORITY FOR REMOVAL OF ONE TAX PARCEL AS CONSERVATION LAND FROM THE 2009 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Tax Parcel described in Section 1 is being conveyed to the Monroe County Land Authority ("Land Authority"), a local agency, for the purpose of protecting the natural environment and preserving wildlife habitat under the provisions of Chapter 380, F.S. and/or Monroe County Code section 2-397; and

WHEREAS, the Tax Parcel described in Section 1 will be used as a Conservation Parcel and will not be improved with facilities that will generate wastewater; and

WHEREAS, the Land Authority has made an application to the Key Largo Wastewater Treatment District ("District") for a waiver of all future assessments of the District’s System Development Charge; and

WHEREAS, pursuant to Section 10.06(a)(iii), of the District’s General Rules and Regulations, the Owner(s) may request that the District exclude such Tax Parcels and waive all future assessments of the System Development Charges, for that Tax Parcel.

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

The Tax Parcel designated in Section 1 below be and is excluded from the Key Largo Wastewater Treatment District 2009 Non Ad-Valorem Assessment.

Section 1.
PARCEL ID: 00447710-000000
AK NO. 1547361
PARCEL DESCRIPTION: BK 3 LT 11 HARRIS OCEAN PK ESTATES KEY LARGO PB4-126 OR321-590 OR934-968

Section 2.
Should any owner of the parcel listed in Section 1 above later desire wastewater service to the tax parcel, or develop the parcel with any structure capable of producing wastewater, they agree to pay all direct and indirect District costs of providing service as well as any unpaid portions of the assessment herein waived.

Section 3.
APPLICABILITY AND EFFECTIVE DATE. This Resolution shall take effect upon adoption by the Board of Commissioners.
Chapter 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 6TH DAY OF JUNE 2017

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

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<th>Commissioner</th>
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<td>Chairman Asdourian</td>
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<td>Commissioner Tobin</td>
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The Chairman thereupon declared this Resolution duly passed and adopted the 6th day of June, 2017.

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: David Asdourian, Chairman

ATTEST: Approved to as to form and legal sufficiency

Katherine Jackson, Clerk

Ray Giglio, General Counsel
RESOLUTION NO. 19-06-17
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REQUEST OF MONROE COUNTY LAND AUTHORITY FOR REMOVAL OF ONE TAX PARCEL AS CONSERVATION LAND FROM THE 2009 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Tax Parcel described in Section 1 is being conveyed to the Monroe County Land Authority (“Land Authority”), a local agency, for the purpose of protecting the natural environment and preserving wildlife habitat under the provisions of Chapter 380, F.S. and/or Monroe County Code section 2-397; and

WHEREAS, the Tax Parcel described in Section 1 will be used as a Conservation Parcel and will not be improved with facilities that will generate wastewater; and

WHEREAS, the Land Authority has made an application to the Key Largo Wastewater Treatment District (“District”) for a waiver of all future assessments of the District’s System Development Charge; and

WHEREAS, pursuant to Section 10.06(a)(iii), of the District’s General Rules and Regulations, the Owner(s) may request that the District exclude such Tax Parcels and waive all future assessments of the System Development Charges, for that Tax Parcel.

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

The Tax Parcel designated in Section 1 below be and is excluded from the Key Largo Wastewater Treatment District 2009 Non Ad-Valorem Assessment.

Section 1.
PARCEL ID: 00447420-000000
AK NO. 1547077
PARCEL DESCRIPTION: BK 2 LT 28 HARRIS OCEAN PK ESTATES KEY LARGO PB4-126 OR343-443-444

Section 2.
Should any owner of the parcel listed in Section 1 above later desire wastewater service to the tax parcel, or develop the parcel with any structure capable of producing wastewater, they agree to pay all direct and indirect District costs of providing service as well as any unpaid portions of the assessment herein waived.

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 6TH DAY OF JUNE 2017

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

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The Chairman thereupon declared this Resolution duly passed and adopted the 6th day of June, 2017.

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: [Signature]
David Asdourian, Chairman

ATTEST:

[Signature]
Katherine Jackson, Clerk

[Signature]
Ray Giglio, General Counsel

SEAL

[Seal Image]
RESOLUTION NO. 20-06-17

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, CREATING AND ESTABLISHING THE TERMS OF THE PHASE II RESIDENTIAL UNIQUE PARCEL PROJECT; PROVIDING A CUT-OFF DATE FOR PARTICIPATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, most of the owners of parcels in the Key Largo Wastewater Treatment District ("District") service area were able to connect to the District’s Wastewater Collection System by running a gravity pipe from their house to a collection pit connected to vacuum line; and

WHEREAS, some of the parcels in the District's service area, known as Residential Unique Parcels, are single-family residential parcels that cannot connect to a vacuum line and must connect directly to the District’s force main; and

WHEREAS, because the force main is under pressure, in order to tie directly into it, owners of Residential Unique Parcels cannot utilize a gravity connection and instead require a Grinder Pump System; and

WHEREAS, the cost of a Grinder Pump System is much higher than the cost of a standard gravity connection; and

WHEREAS, on March 6, 2012, the District’s Board of Commissioners ("Board") created the Residential Unique Parcel Project; and

WHEREAS, pursuant to the Residential Unique Parcel Project, the District offered to provide, install, and maintain a Simplex Grinder Pump System for owners of Unique Property within the District service area who elected to participate in the program, at a cost that was comparable to the cost of a standard gravity connection; and

WHEREAS, on April 25, 2017 the Board voted to terminate the original Residential Unique Parcel Project; and

WHEREAS, there are some owners of Residential Unique Parcels who did not elect to participate in the original Residential UniqueParcel Project and who still have not connected to the District’s Wastewater Collection System; and

WHEREAS, the Board would like to give those owners of Residential Unique Parcels who did not elect to participate in the original Residential Unique Parcel Project and who still have not connected to the District’s Wastewater Collection System one final opportunity to participate in a program that would bring their cost of connecting down to a level that is comparable with what most homeowners paid to connect to the District’s Wastewater Collection System; and
WHEREAS, on April 25, 2017, the Board created a new program called the “Phase II Residential Unique Parcel Project”; and

WHEREAS, the terms and conditions of the Phase II Residential Unique Parcel Project are detailed in Sections 1 through 6, below.

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

Section 1. Recitals. The above recitals are true and correct and are incorporated into this Resolution by reference.

Section 2. Requirements. In order to participate in the District’s Phase II Residential Unique Parcel Project, the owner(s) or the authorized representative(s) of the owner(s) (“Owner”) of a Residential Unique Parcel must do the following by the close of business on Friday, August 11, 2017:

A. Submit a completed and duly executed Easement Grant, conveying and granting to the District a non-exclusive Permanent Utility Easement that permits the District to access the Grinder Pump System, and

B. Submit a completed Acknowledgement of Intent to Participate, and

C. Agree to pay a System Development Charge in accordance with Resolution Number No 10-08-16, as same shall from time to time be amended, covering the costs of wastewater treatment plant capacity, force main pipe capacity, wastewater system connection and low pressure equipment, and

D. Provide sufficient contact information to the District. This may be accomplished by executing a Unique Project Contact Form, and

Before a simplex Grinder Pump Station will be released, the Owner must provide the District with a Release of Equipment form signed by the duly licensed plumber/contractor selected by the Owner to install the Grinder Pump System.

Section 3. Terms. Pursuant to the Phase II Residential Unique Parcel Project:

A. The District will provide a simplex Grinder Pump Station to the duly licensed plumber/contractor selected by the Owner of a Residential Unique Parcel within the District service area who elect to participate in the program (“Participating Owners”).

Page 2 of 4
B. The Participating Owner’s duly licensed plumber/contractor will install the provided Simplex Grinder Pump Station, and will tie the Participating Owner’s parcel into the District’s Wastewater Collection System, in accordance with District Construction Standards, District Rules and Regulations, Monroe County Building and Plumbing Codes, DEP regulations, and any and all other applicable State or County rules, regulations or ordinances.

C. THE PARTICIPATING OWNER WILL BE RESPONSIBLE FOR, AND SHALL PAY THE FULL COST OF, INSTALLING THE GRINDER PUMP SYSTEM AND PROVIDED SIMPLEX GRINDER PUMP STATION.

D. After construction has been completed and the Grinder Pump System has passed District inspection, the District will maintain, service, and repair the Grinder Pump System in accordance with the 2013 Grinder Pump Resolution, as same shall from time to time be amended, at no additional cost to the Participating Owner or future Owner of the a parcel participating in the Phase II Residential Unique Parcel Project.

Section 4. Ratification. Except for the provisions contained in Sections “2” and “3” above, all of the terms, conditions, provisions, and requirements contained in Resolution Number No. 39-12-13, the “2013 GRINDER PUMP RESOLUTION,” passed and adopted by the Board on the 10th day of December, 2013, as same shall, from time to time be amended, shall apply, are hereby ratified, and shall remain in full force and effect.

Section 5. Authorization of District Officials. The General Manager and/or his designee and the District General Counsel are authorized to take all actions necessary to implement the terms and conditions of this resolution.

Section 6. Effective Date. This Resolution shall take effect upon adoption by the Board of Commissioners.

RESOLVED AND ADOPTED THIS 6th DAY OF JUNE, 2017

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

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<td>Commissioner Tobin</td>
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The Chairman thereupon declared Resolution No. 20-06-17 duly passed and adopted the 6th day of June, 2017.

KEY LARGO WASTEWATER TREATMENT DISTRICT

[Signature]
Chairman David Asdourian

ATTEST:

[Signature]
Katherine Jackson, District Clerk

Approved to as to form and legal sufficiency

[Signature]
Ray Giglio, General Counsel

SEAL
Disclaimer: Public comments that are submitted to the Board for inclusion into the Official Minutes are the views and opinions of the commenters alone and do not necessarily reflect the official policy of the Key Largo Wastewater Treatment District or the opinions of its Commissioners.
We have been extremely fortunate in having Tom Dillon and Ray Giglio as our attorneys. It is now time to transition from a full time to a part time attorney for several reasons.

First and foremost, unlike Tom or Ray, none of the candidates are locally based, semi-retired, individual practitioners with a lifetime of excellent legal skills that can devote all of their time and efforts to the District at a discounted government rate.

Second, the District needs specialists in the following areas: 1) Government Affairs, 2) Construction and Procurement, 3) Labor and Employment, and 4) Assessments and Rate Setting.

While a large law firm might claim to have the ability to meet all of our needs, there are drawbacks to that approach, such as becoming dependent on one law firm for everything, not having the ability to select attorneys for specialized tasks, and of course the billing issues.

I believe there is one candidate that can fill the “Government Affairs” prong of our legal needs, which includes attending Board meetings, counseling our Manager and Senior Staff on routine legal issues, insuring ethics in government, dealing with other government entities, and managing the specialized attorneys that we need for other areas of law. (Remember, it takes an attorney to manage an attorney)

I think we should offer that candidate $48,000 per year to attend 2 Board meetings per month, and to provide 20 hours per month in legal services.

Its purposely on the low end to insure that legal specialists are retained, and actually used. Also, Ray has graciously agreed to assist the District "remotely" and we need to include those expenses in the budget as well.

Finally, this “template” is consistent with how we have structured our finance and operations departments.

Respectfully yours,

Andrew Tobin