MINUTES

CALL TO ORDER (A)
Chairman Asdourian called the meeting to order at 4:00 PM.

PLEDGE OF ALLEGIANCE (B)
Chairman Asdourian led the Pledge of Allegiance.

ROLL CALL (C)
Present were Chairman David Asdourian and Commissioners Andrew Tobin, Susan Heim, Robert Majeska and Stephen Gibbs. Also present were General Manager, Peter Rosasco, General Counsel, Nicholas Mulick, District Clerk, Diane Bockelman, and District Managers.

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

Motion: Commissioner Gibbs made a motion to approve the agenda as proposed, and Chairman Asdourian seconded the motion. The motion passed without objection.

PUBLIC COMMENT (E)
No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)
Minutes of October 16, 2018 (F-1)

Motion: Commissioner Gibbs made a motion to approve the minutes of October 16, 2018, and Commissioner Heim seconded the motion. The motion passed without objection.

GENERAL MANAGER’S REPORT (G)
2019 Board Meeting Schedule (G-1)
Mr. Rosasco presented a 2019 Board Meeting schedule for the Board’s consideration. Following discussion, the Board instructed Mr. Rosasco to revise the schedule to reflect that April meetings will be held on April 2nd and April 16th.
Motion: Commissioner Heim made a motion to approve the revised schedule. Commissioner Gibbs seconded the motion. The motion passed without objection.

September Monthly Report (G-2)
Mr. Rosasco reported that the District received a reimbursement check in the amount of $5,000.00 for its participation in an annual matching incentive training program.

Jered Primicerio, Plant Operations Manager, presented the wastewater treatment plant section. Mike Dempsey, Field Operations Manager, presented the field operations section. Ryan Dempsey, Maintenance Manager, presented the maintenance section. Ed Castle, District Engineer, presented the construction section. Kevin Becerra, Senior Support Analyst, presented the IT section. Diane Bockelman, Customer Service Manager, presented the administration and customer service section. Connie Fazio, Senior Finance Manager, presented the finance section.

BUDGET AND FINANCE REPORT (H)
No report.

ADMIN AND CUSTOMER SERVICE REPORT (I)
Addition of two parcels on the 2008 Assessment Roll (I-1)
Ms. Bockelman presented staff's recommendation to add to the 2008 assessment roll two tax parcels, AK Nos. 9104335 and 9104336, which were separated from AK No. 1568503.

Motion: Commissioner Gibbs made a motion to approve Staff's recommendation, 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

EDU Adjustment – 191 Ocean View Drive – AK No. 1616001 (I-2)
Ms. Bockelman presented a request by the owner of the property located at 191 Ocean View Drive for a billing and assessment adjustment. Staff recommended reducing the Dwelling Unit assignment associated with the parcel's billing and assessment from 2.0 to 1.0.
Motion: Commissioner Gibbs made a motion to approve Staff's recommendation, and Commissioner Majeska seconded the motion.

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

OPERATIONS REPORT (J)
No report.

CONSTRUCTION REPORT (K)
No report.

ENGINEER'S REPORT (L)
No report.

LEGAL REPORT (M)
No report.

COMMISSIONER'S ITEMS (N)
No report.

ROUNDTABLE DISCUSSION (O)
Unfinished Business (O-1)
None.

ADJOURNMENT (P)
The Meeting was adjourned at 5:08 PM.
RESOLUTION NO. 16-11-18

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2008 FINAL ASSESSMENT RESOLUTION (RESOLUTION 12-06-08) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE TERMS AND CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THEIR COLLECTION; ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND OMISSIONS IN ASSESSMENT ROLLS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on June 17, 2008, the Key Largo Wastewater Treatment District ("District") adopted the 2008 Final Assessment Resolution (No. 12-06-08); and

WHEREAS, the District chose to assess those parcels described in Exhibit 3.01 of Resolution No. 12-06-08 ("Assessment Roll"); and

WHEREAS, the parcel in Section 1 below described as "Parent Parcel" was assessed as part of Resolution No. 12-06-08; and

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

WHEREAS, that split has created two new parcels described as "New Parcel" in Section 1 below; and

WHEREAS, the New Parcels will be added to the District’s Project KLWTD-4.

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

Section 1.

Parcel 1.

PARENT PARCEL

PARCEL ID: 00465080-000000
AK NO. 1568503
PARCEL DESCRIPTION: Lot 32, Block 6, PAMELA VILLA, according to the Plat thereof, as recorded in Plat Book 3, Page 125, of the Public Records of Monroe County, Florida.

NEW PARCEL 1

PARCEL ID: 00465080-000100
AK NO. 9104335
PARCEL DESCRIPTION: Lot 33, Block 6, PAMELA VILLA, according to the Plat thereof, as recorded in Plat Book 3, Page 125, of the Public Records of Monroe County, Florida.

OWNER MAZAL 233 LLC
EDU
BEGINNING BALANCE $5,200.00
ANNUAL ASSESSMENT $692.19

NEW PARCEL 2
PARCEL ID: 00465080-000200
AK NO. 9104336
PARCEL DESCRIPTION: Lot 34, Block 6, PAMELA VILLA, according to the Plat thereof, as recorded in Plat Book 3, Page 125, of the Public Records of Monroe County, Florida.
OWNER MAZAL 233 LLC
EDU 1.0
BEGINNING BALANCE $5,200.00
ANNUAL ASSESSMENT $692.19

Section 2.
2008 FINAL ASSESSMENT RESOLUTION AMENDED. The 2008 Final Assessment Resolution is hereby amended to include the new parcel(s) described as New Parcels in Section 1 above.

Section 3.
2008 ASSESSMENT ROLL AMENDED. The Assessment Roll, as described in Exhibit 3.01 of the 2008 Final Assessment Resolution (No. 12-06-08) is hereby amended to include the parcel(s) described in Section 1 above.

Section 4.
2008 FINAL ASSESSMENT RESOLUTION IN EFFECT. Except as modified, supplemented, and amended herein, the 2008 Final Assessment Resolution (No. 12-06-08), and all previous amendments duly adopted by the District, shall remain in full force and effect.

Section 5.
2008 FINAL ASSESSMENT RESOLUTION CONFIRMED. The 2008 Final Assessment Resolution (No. 12-06-08), as amended herein, and all previous amendments duly adopted by the District, are hereby ratified and confirmed.

Section 6.
APPLICABILITY AND EFFECTIVE DATE. This resolution shall take effect upon adoption by the Board of Commissioners.

RESOLVED AND ADOPTED THIS 6th DAY OF NOVEMBER 2018

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:

Chairman Asdourian
Commissioner Gibbs
Commissioner Heim
Commissioner Majeska
Commissioner Tobin

AYE

NAY

Page 2 of 3
The Chairman thereupon declared this Resolution duly passed and adopted the 6th day of November 2018.

Chief Financial Officer

Diane Bockelman, District Clerk

Approved to as to form and legal sufficiency

Nicholas W. Mulick, General Counsel

ATTEST:

Chairman

David Anderson

KEY LARGO WASTEWATER TREATMENT DISTRICT

2018.

The Chairman thereupon declared this Resolution duly passed and adopted the 6th day of November.
RESOLUTION NO. 17-11-18

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ("KLWTD") ADOPTING THE KLWTD STAFF'S RECOMMENDATION TO RECALCULATE THE SYSTEM DEVELOPMENT CHARGE ("SDC") FOR THE RESIDENTIAL TAX PARCEL LOCATED AT 191 OCEAN VIEW DRIVE, KEY LARGO, FLORIDA, WITH PARCEL IDENTIFICATION NUMBER 00498140-000000; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Jose L. Rad, Jr., and Diana Rad, husband and wife, are the owners of real property located at 191 Ocean View Drive, Key Largo, Florida, with Parcel Identification Number 00498140-000000, legally described in Exhibit "A" attached hereto and made a part hereof by reference ("the Subject Tax Parcel"); and

WHEREAS, the Subject Tax Parcel is currently classified as Residential, pursuant to Article XIII of the KLWTD's General Rules and Regulations ("KLWTD R&Rs"); and

WHEREAS, in accordance with the provisions of Section 10-01(b)(1) of the KLWTD R&Rs, each residential tax parcel located within the service area of KLWTD shall be assessed an SDC based on the number of residential dwelling units located thereon; and

WHEREAS, the Subject Tax Parcel had been assigned two dwelling unit charges based on the state of development of the Subject Tax Parcel at the time of the original calculation of the SDC, as reflected in the Final Assessment Resolution adopted on June 17, 2008; and

WHEREAS, the owners of the Subject Tax Parcel have requested a recalculation of the SDC assessment to reflect the existence of one dwelling unit on the Subject Tax Parcel; and

WHEREAS, KLWTD staff, having reviewed the current state of development of the Subject Tax Parcel, has recommended that the SDC assessment imposed on the Subject Tax Parcel be recalculated based on one dwelling unit; and

WHEREAS, the Board has considered the staff's recommendation at a regular meeting of the Board held on November 6, 2018.

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 incorporated into this Resolution by reference.

Section 2. Adoption of Recommendation. The Board finds that there is good and sufficient cause to adopt the staff's recommendation to recalculate the SDC assessment imposed on the Subject Tax Parcel based on a single dwelling unit.
Section 3. **Recalculation of SDC.** As of the effective date of this Resolution, the SDC assessment imposed on the Subject Tax Parcel shall be recalculated based on a single dwelling unit.

Section 4. **Effective Date.** This Resolution shall be effective upon adoption by the Board.

Section 5. **Implementation.** The General Manager and/or his designee is authorized to take all actions necessary to implement the terms of this Resolution.

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

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<thead>
<tr>
<th>Commissioner</th>
<th>AYE</th>
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<tbody>
<tr>
<td>Commissioner Asdourian</td>
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<td>Commissioner Gibbs</td>
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<td>Commissioner Heim</td>
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<td>Commissioner Majeska</td>
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<td>Chairman Tobin</td>
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The Chairman thereupon declared this Resolution duly passed and adopted the 10th day of November 2018.

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: **David Asdourian, Chairman**

Approved to as to form and legal sufficiency:

By: **Nicholas W. Mulick, General Counsel**

ATTEST:

By: **Diane Bockelman, Clerk**

SEAL
EXHIBIT “A”

Lot 23, Block 3, AMENDED AND EXTENDED PLAT OF KEY LARGO OCEAN SHORES, according to the Plat thereof, as recorded in Plat Book 4, Page 18, of the Public Records of Monroe County, Florida.