



Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, September 3, 2019

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## MINUTES

### CALL TO ORDER (A)

Chairman Asdourian called the meeting to order at 4:00 PM.

### PLEDGE OF ALLEGIANCE (B)

Commissioner Majeska led the Pledge of Allegiance.

### ROLL CALL (C)

Present were Chairman David Asdourian, and Commissioners Nicolas Rodriguez, Robert Majeska and Andrew Tobin. Commissioner Susan Heim appeared telephonically. Also present were General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; District Managers Jered Primicerio and Ryan Dempsey; District Clerk, Diane Bockelman; District Engineer, Steve Suggs; Project Administration and HR Coordinator, Laura Weinstock.

### AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

*Approval of Agenda (D-1)*

- Mr. Rosasco requested the addition of Hurricane Update as Item G-1.

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

### PUBLIC COMMENT (E)

No speakers.

### APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

*Minutes of August 20, 2019 (F-1)*

Mr. Rosasco amended the Roll Call section of the August 20, 2019 minutes to reflect that Steve Suggs, District Engineer, was present.

**Motion:** Commissioner Majeska made a motion to approve minutes of August 20, 2019 as amended. Commissioner Rodriguez seconded the motion. The motion passed without objection.

**GENERAL MANAGER’S REPORT (G)**

*Hurricane Update (G-1)*

Mr. Rosasco reported that staff prepared for Hurricane Dorian by attending Monroe County Emergency Management web meetings and following the District’s Emergency Response Plan.

*July 2019 Monthly Report (G-2)*

Jered Primicerio, Plant Operations Manager, presented the wastewater treatment plant section. Peter Rosasco presented the field operations section in the absence of the Field Operations Manager. Ryan Dempsey, Maintenance Manager, presented the maintenance section. Steve Suggs, Weiler Engineering, presented the construction section. Mr. Rosasco and Ms. Bockelman presented the IT section in the absence of the Senior Support Analyst. Ms. Bockelman presented the administration and customer service section. Mr. Rosasco presented the finance section in the absence of the Senior Finance Manager.

*IT Support Discussion (G-3)*

Mr. Rosasco reported that the District’s contracted IT consultant, Codified Consulting Corp (“Codified”), merged with another firm. The Chairman directed Mr. Rosasco to determine whether a revised contract should be considered or a search undertaken for a new IT consultant.

**BUDGET AND FINANCE REPORT (H)**

*Hurricane Irma Claim Reimbursements (H-1)*

Mr. Rosasco presented a breakdown of reimbursement payments received for Hurricane Irma claims submitted to FEMA and PGIT Insurance.

**ADMIN AND CUSTOMER SERVICE REPORT (I)**

*Playa Largo Ocean Residence – 97801 Overseas Highway EDU Increase (I-1)*

Ms. Bockelman reported that Staff conducted a review of the EDU assignments for AK No.1103748. The property is currently assigned 1.0 EDU. The Board amended Res 16-09-19 to reflect an increase to 28.0 EDUs for the 2019 annual property tax bill.

**Motion:**            **Commissioner Rodriguez made a motion to approve Resolution 16-09-19 with amendments to reflect an EDU increase to 28.0 EDUs. Commissioner Majeska seconded the motion.**

**Vote on Motion**

- Commissioner Rodriguez - Aye**
- Commissioner Majeska - Aye**
- Commissioner Tobin - Aye**
- Commissioner Heim - Aye**
- Chairman Asdourian - Aye**

**Commissioner Heim left the meeting at 5:57 PM.**

**OPERATIONS REPORT (J)**

No report.

**CONSTRUCTION REPORT (K)**

No report.

**ENGINEER'S REPORT (L)**

*Shallow Gravity Well (L-1)*

Mr. Steve Suggs presented an update on the Shallow Gravity Well Request for Proposals. The matter will be brought back at the next Board meeting for action.

**EXTENSION 6:00 PM**

**Motion:** Commissioner Majeska made a motion to extend the meeting. The motion passed without objection.

**LEGAL REPORT (M)**

No report.

**COMMISSIONERS' ITEMS (N)**

No report.


**ROUNDTABLE DISCUSSION (O)**

*Unfinished Business (O-1)*

**ADJOURNMENT (P)**

The Meeting was adjourned at 6:03 PM.

  
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David Asdourian, Chairman

  
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Diane Bockelman, Clerk

Seal



**RESOLUTION NO. 16-09-19**

**A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE DISTRICT”) ADOPTING DISTRICT STAFF’S RECOMMENDATION TO RECALCULATE THE SYSTEM DEVELOPMENT CHARGE (“SDC”) ASSESSMENT AND INCREASE THE EQUIVALENT DWELLING UNIT (“EDU”) ASSIGNMENT FOR THE PROPERTY LOCATED AT 97801 OVERSEAS HIGHWAY, KEY LARGO, FLORIDA, WITH PARCEL IDENTIFICATION NUMBER 00090820-000000; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, PL Ocean Residence Holding LLC, is the owner of real property located at 97801 Overseas Highway, Key Largo, Florida, with Parcel Identification Number 00090820-000000, legally described in Exhibit “A” attached hereto and made a part hereof by reference (“the Subject Tax Parcel”); and

**WHEREAS**, upon review of the development of the Subject Tax Parcel from a vacant parcel to single family dwellings, District staff has determined that the development will increase the demand on the District’s wastewater facilities; and

**WHEREAS**, District staff has recommended that the District Board of Commissioners (“the Board”) recalculate the SDC assessment and increase the EDU assignment for the Subject Tax Parcel to more accurately reflect the anticipated impact on the District’s wastewater facilities; and

**WHEREAS**, the Board has considered staff’s recommendation at a regularly scheduled meeting of the Board held on September 3, 2019.

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

- 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 staff’s recommendation to recalculate the SDC assessment and increase the EDU assignment for the Subject Tax Parcel.
- Section 3. *SDC Recalculation.* The outstanding SDC assessment for the Subject Tax Parcel is hereby increased to \$77,050.00.

Section 4. *EDU Recalculation.* The EDU assignment for the Subject Tax Parcel is hereby increased from 1.0 EDU to 28.0 EDUs.

Section 5. *Effective Date.* This Resolution shall be effective upon adoption by the Board.

Section 6. *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 Rodriguez, who moved for its approval. The motion was seconded by Commissioner Majeska, and being put to a vote, the result was as follows:

	AYE	NAY
Chairman Asdourian	<u>✓</u>	—
Commissioner Heim	<u>✓</u>	—
Commissioner Majeska	<u>✓</u>	—
Commissioner Rodriguez	<u>✓</u>	—
Commissioner Tobin	<u>✓</u>	—

The Chairman thereupon declared this Resolution duly passed and adopted the 3rd day of September 2019.

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: [Signature]  
David Asdourian, Chairman

Approved to as to form and legal sufficiency:

ATTEST:

By: [Signature]  
Diane Bockelman, Clerk

By: [Signature]  
Nicholas W. Mulick,  
General Counsel

SEAL



**RESOLUTION NO. 16-09-19**

**RE NO. 00090820-000000**

**AK NO. 1103748**

**EXHIBIT "A"**

A portion of Lots 8 and 15, according to the Plat of Government Lots 5 & 6 and the NW 1/4 of the NW 1/4 of section 5 and Lots 1 & 2 of Section 6, Township 62 South, Range 39 East, made by George L. MacDonald and recorded in Plat Book 1 at Page 59, Public Records of Monroe County, Florida, more particularly described as follows:

Begin at the intersection of the Southeasterly right-of-way line of Old State Road 4A and the Southwesterly side of said Lot 8, thence run Northeasterly along the said Southeasterly right-of-way line, a distance of 356.40 feet to the Northeasterly side of the J.B. Albury property; thence Southeasterly along the said Northeasterly side of the J.B. Albury property, a distance of 710 feet, more or less, to the shoreline of the Atlantic Ocean as described in Official Records Book 242, Page 44 of the Public Records of Monroe County, Florida; thence Southwesterly along said shoreline, a distance of 149 feet, more or less, to the Northeasterly line of the Doris Reese property, as described in said Official Record Book 242, Page 44; thence Northwesterly along said Northeasterly line, a distance of 400.86 feet; thence proceed at right angles to the last described course and parallel with the said Southeasterly right-of-way line, a distance of 100.00 feet; thence proceed Northwesterly at right angles to the last described course, a distance of 50.40 feet; thence proceed Southwesterly at right angles to the last described course, a distance of 110.00 feet to the Southwesterly line of said Lot 8; thence proceed Northwesterly along said Southwesterly line of Lot 8, a distance of 248.97 feet to the point of Beginning. Together with that certain parcel of submerged land, described in T.1.1.F. Deed No. 24410 (1906-44), recorded in Official Records Book 383, Page 745 of the Public Records of Monroe County, Florida, and described verbatim hereinafter:

A parcel of submerged land in the Straits of Florida, in Section 6, Township 62 South, Range 39 East, Key Largo, Monroe County, Florida, fronting a portion of Lots 8 and 15 (PB 1, PG 59) more particularly described as follows:

From the intersection of the Southeasterly side of the right-of-way of Old State Road 4-A and the Southwesterly side of said Lot 8, George L. MacDonald's Plat recorded in Plat Book 1 at Page 59, Public Records of Monroe County, Florida, run North 45°38' East along the said Southeasterly side of Old State Road 4-A, a distance of 160 feet; thence continue North 45°38' East along the said Southeasterly side of Old State Road 4-A, for a distance of 198.6 feet to a point (said point being 335.0 feet Southwesterly from the Northeasterly line of said Lot 8); thence run South 44°22' East along a line parallel with and 335.0 feet Southwesterly from the Northeasterly line of said Lot 8, a distance of 710 feet, more or less, to the mean high tide line on the shore of the straits of Florida and the Point of Beginning of the parcel hereinafter described; thence continue South 44°22' East, a distance of 269.7 feet; thence South 40°22'30" West, a distance of 148.6 feet, thence North 44°22' West, a distance of 277.7 feet to the said mean high tide line; thence Northeasterly meandering said mean high tide line, a distance of 150 feet, more or less, to the Point of Beginning.

**Parcel II:**

**A portion of Lot 8, according to the Plat of Government Lots 5 and 6 and the NW 1/4 of the NW 1/4 of Sections 5 and Lots 1 and 2 of Section 6, Township 62 South Range 39 East, made by George L MacDonald and recorded in Plat Book I at Page 59 of the Public Records of Monroe County, Florida, more particularly described as follows:**

**Commence at the A Point of intersection of the Southeasterly Right-of-Way line of Old State Road 4-A and the Southwesterly line of said Lot 8, and run Southeasterly along said Southwesterly line of Lot 8 for 248.97 feet; thence deflect 90° left and run 110.00 feet; thence deflect 90° right and run South easterly for 50.4 feet along the line common to the J.B. Albury and the Richard C. Albury properties to the Point of Beginning of the hereinafter described parcel; thence continue Southeasterly along the last described course for 100.00 feet; thence deflect 90° left and run Northeasterly along the Northwesterly line of the now or formerly Doris Reese property for 100.00 feet; thence deflect 90° left and run Northwesterly for 100.00 feet; thence deflect 90° left and run Southwesterly for 100.00 feet to the Point of Beginning.**