



Key Largo Wastewater Treatment District  
Board of Commissioner's Meeting  
Tuesday, March 19, 2024  
4:00 PM

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## AGENDA

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

Meeting link for computer, tablet, or  
smartphone.

**[www.gotomeet.me/KLWTDCLerkboard-meeting](http://www.gotomeet.me/KLWTDCLerkboard-meeting)**

**(Toll Free): 1 877 309 2073  
(646) 749-3129**

**Access Code: 587-583-005**

### BOARD MEMBERS:

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Nicolas Rodriguez	Chairman
Timothy Maloney	Vice Chairman
Susan Heim	Secretary-Treasurer
Robert Majeska	Commissioner
Philip Schwartz	Commissioner

### DISTRICT STAFF:

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Peter Rosasco	General Manager
Nicholas Mulick	General Counsel
Shannon McCully	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.***

A. CALL TO ORDER	
B. PLEDGE OF ALLEGIANCE	
C. ROLL CALL	
D. AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS	
E. PUBLIC COMMENT	
F. APPROVAL OF MINUTES OF PREVIOUS MEETING	
1. Minutes of March 5, 2024	4
G. GENERAL MANAGER	
1. FKWQPP 3/7/2024 Meeting Summary	8
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I. IT	
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J. BUDGET AND FINANCE	
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K. FIELD	
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L. PLANT/FACILITIES	
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M. CAPITAL PROJECTS	
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N. ENGINEERING

O. LEGAL

P. COMMISSIONER'S ITEMS

Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date:

March 19, 2024

Agenda Item Number: F-1

Action Required:

Yes

Department:

Legal

Sponsor:

Nick Mulick

Subject:

**Minutes of March 5, 2024**

Summary:

Staff will present the minutes of March 5, 2024 board meeting for approval.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

## Attachments

1. Minutes

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024



Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, March 5, 2024

## MINUTES

### CALL TO ORDER (A)

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

### PLEDGE OF ALLEGIANCE (B)

Commissioner Sue Heim led the Pledge of Allegiance.

### ROLL CALL (C)

Present were: Chairman Nicolas Rodriguez; Commissioners Sue Heim, Robert Majeska, Tim Maloney, and Philip Schwartz

Also present; General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Finance Manager Connie Fazio; Weiler Engineering Jessica Huff; IT Support Manny Santana

Appeared Virtually: Plant/Facilities Manager Ryan Dempsey; Field Manager Mike Dempsey; Project Administration and HR Coordinator Laura Weinstock; IT Consultant Randy Redmond; Lead Plant Operator Jerry Baker

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

*Approval of Agenda (D-1)*

Commissioner Heim requested the addition of item *P-1 Airvac E-mail*

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

### PUBLIC COMMENT (E)

No Speakers.

### APPROVAL OF MINUTES (F)

*Minutes of February 20, 2024 (F-1)*

**Motion:** Commissioner Maloney made a motion to approve the minutes of January 20, 2024. Commissioner Majeska seconded the motion. Motion passed without objection.

### GENERAL MANAGER (G)

No report in agenda.

**CUSTOMER SERVICE (H)**

No report in agenda.

**IT (I)**

No report in agenda.

**BUDGET AND FINANCE (J)**

*Discussion of 12,000-gallon residential wastewater flow cap (J-1)*

Board discussed either keeping or eliminating the 12,000 gallon cap and directed staff to bring specific information to the 3/20/2024 Board meeting

**FIELD (K)**

No report in agenda.

**PLANT/FACILITIES (L)**

No report in agenda.

**CAPITAL PROJECTS (M)**

No report in agenda.

**ENGINEERING (N)**

*5 Homestead Ave Force Main Extension Recommendation of award (N-1)*

Ms. Huff requested approval to award the contract for the 5 Homestead Ave Force Main Extension project to Page Excavating.

**Motion: Commissioner Maloney made a motion to approve the request.  
Commissioner Heim seconded the motion.**

**Vote on Motion:**

**Commissioner Maloney – Aye**

**Commissioner Heim – Aye**

**Commissioner Majeska – Aye**

**Commissioner Schartz – Aye**

**Chairman Rodriguez – Aye**

**LEGAL REPORT (O)**

No report in agenda.

**COMMISSIONER ITEMS (P)**

*Airvac Kits (P-1)*

Board discussed and reaffirmed its previous decision to use FloVac valve kits.

**ROUNDTABLE DISCUSSION (Q)**

No report in agenda.

**ADJOURNMENT (R)**

The meeting was adjourned at 5:11 pm.

\_\_\_\_\_  
Nicolas Rodriquez, Chairman

\_\_\_\_\_  
Shannon McCully, Clerk

Seal \_\_\_\_\_

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

Meeting Date:

March 19, 2024

Agenda Item Number: G-1

Action Required:

No

Department:

General Manager

Sponsor:

Peter Rosasco

Subject:

**FKWQPP 3/7/2024 Meeting Summary**

Summary:

Mr. Rosasco will discuss the FKWQPP meeting on 3/7/2024.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

## Attachments

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024



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

Meeting Date:

March 19, 2024

Agenda Item Number: H-1

Action Required:

No

Department:

Customer Service

Sponsor:

Connie Fazio

Subject:

**Customer Service Report - February 2024**

Summary:

Ms. Fazio will present the Customer Service monthly report.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

## Attachments

1. Monthly Report

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024

# Key Largo Wastewater Treatment District Customer Service Report

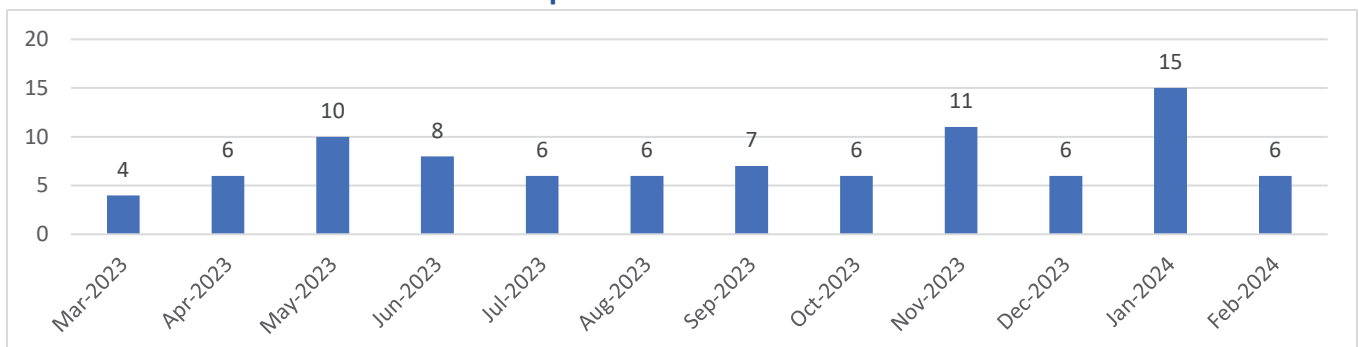
February 2024

The numbers provided are based on customer requests that generated a work order.

## Customer Service Requests

	Total
Assessments	1
Billing	17
Construction	1
Damage	1
Demo	2
Field Department	10
MOD	7
NOA	6
Tie In Non Res	1
Tie In Res	8
Total	54

## Number of Completed Wastewater Connections



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

Meeting Date:

March 19, 2024

Agenda Item Number: H-2

Action Required:

Yes

Department:

Customer Service

Sponsor:

Peter Rosasco

Subject:

**Snapper's SIC**

Summary:

Mr. Rosasco will present the Snapper's SIC and request emergency authorization.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$ 49,519.00

Income

Funding Source:

Assessment Revenue

Budgeted:

N/A

## Attachments

1. KLWTD Invoice
2. SIC Calculation

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024

**Key Largo Wastewater  
Treatment District  
PO Box 491  
Key Largo, FL 33037**

PH: 305.451.4019  
finance@klwtd.com



# INVOICE

**Snappers Key Largo LLC  
139 Seaside Ave  
Key Largo, FL 33037**

INVOICE #:	24-0002810
CUSTOMER ID:	1713
INVOICE DATE:	03/14/2024
INVOICE AMT:	\$49,519.00
DUE DATE:	03/14/2024

**Notes:** SIC (System Impact Charge) for Changes in Volumetric Wastewater Flow re: Remodel of Snappers Key Largo

**11.5 EDUs x \$4,306 per EDU**

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
11.500	System Impact Charge	\$4,306.00	\$49,519.00

<b>AMOUNT DUE:</b>	<b>\$49,519.00</b>
--------------------	--------------------

**PLEASE INCLUDE INVOICE NUMBER WITH REMITTANCE.**

**Make Checks Payable to:  
KLWTD**



## SIC Invoice - Snappers Key Largo LLC - 139 Seaside Ave

1 message

Alexis Irizarry <alexis.irizarry@klwtd.com>  
To: Connie Fazio <connie.fazio@klwtd.com>

Thu, Mar 14, 2024 at 12:51 PM

Good Afternoon Connie,

The owner of the property is registered as:

SNAPPERS KEY LARGO LLC  
139 Seaside Ave  
Key Largo, FL 33037

The SIC is based on the Eds Volemtric Estimate.  
Listed below is the provided table.

Snappers Addition 2024 Monroe County Permit Closure			
Description	QTY	Unit Flow	Total Flow
Bar Stools	40	20	800
Restaurant Seats	28	40	1120
		Total Additional Flow	1920

$1,920 \text{ GPD} \div 167 = 11.5 \text{ EDUs}$

$11.5 \text{ EDUs} \times \$4,306 = \$49,519.$

Connie, please let me know if there is any more information you need.

Alexis Irizarry  
Key Largo Wastewater Treatment District  
Customer Account Specialist  
(305) 451-4019 Ext: 209

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

Meeting Date:

March 19, 2024

Agenda Item Number: I-1

Action Required:

No

Department:

IT

Sponsor:

ENS

Subject:

**IT Report - February 2024**

Summary:

ENS will present the IT monthly report.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

## Attachments

1. Monthly Report

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024

# IT

The IT Department completed 319 tickets in February.

## IT Updates

Project	Cost	Description
Website ADA Compliance	Total annually \$2,190.00	<ul style="list-style-type: none"> <li>• Annual site audit reviewed.</li> <li>• PO approved and sent it to Link2City.</li> <li>• Coordinating starting date for the PDF remediation.</li> </ul>
Website Technology Upgrade	\$3,750.00 One time	<p>Vendor Link2city</p> <ul style="list-style-type: none"> <li>• Tecnology upgrade will be completed after PDF remediation.</li> </ul>
GIS recommendations and training FY24	\$45,840 one time	<p>Vendor is FTC.</p> <ul style="list-style-type: none"> <li>• Rebuild the GIS server completed.</li> </ul>
GIS Emergency applications project	\$18,960.00 One time	<ul style="list-style-type: none"> <li>• Monthly meetings on-going.</li> <li>• Demo pending scheduling.</li> </ul>

<b>GIS Server rebuild</b>	\$4,405.00	Completed
<b>Barracuda to Inky Migration</b>	No Cost to the District	<ul style="list-style-type: none"> <li>• Awaiting completion of Google to O365 migration.</li> </ul>
<b>Google to O365 Migration</b>	\$3,575.00 (One-time fee) \$1,100.00 (Recurring monthly)	<ul style="list-style-type: none"> <li>• 1 on 1 training available upon request.</li> <li>• User setup and configuration under way.</li> <li>• Google backend is currently synchronizing to M365.</li> <li>• On track to complete at the end of March 2024.</li> </ul>



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

Meeting Date:

March 19, 2024

Agenda Item Number: J-1

Action Required:

No

Department:

Budget and Finance

Sponsor:

Connie Fazio

Subject:

**Budget and Finance Report - February 2024**

Summary:

Ms. Fazio will present the Budget and Finance monthly report.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

## Attachments

1. Monthly Report

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024

# February 2024

## Budget and Finance Report

Long-Term Debt Summary	
SRF Loan KLNC 46401P	\$7,943,781.58

	Cash Flow	
	Deposits	Expenditures
Wastewater Billing Deposits Received	\$431,382.57	
Assessment Revenue Received (Non-Ad Valorem & SDC Prepayments)	\$152,286.08	
Islamorada Revenue	\$109,279.65	
Interest Income	\$112,999.98	
Misc. Revenue	\$48,826.16	
District Expenditures (checks written)		\$1,550,118.54
Payroll		\$153,097.64
Total:	\$854,774.44	\$1,703,216.18

### FKAA Wastewater Revenue Statistics

Date	Number of Customers Billed	WW Revenue Received	Date	Number of Customers Billed	WW Revenue Received
<b>March 2022</b>	10,142 (9,271 Residential 871 Commercial)	\$603,196.84	<b>March 2023</b>	10,148 (9,266 Residential 882 Commercial)	\$655,947.71
<b>April 2022</b>	10,178 (9,285 Residential 893 Commercial)	\$705,173.78	<b>April 2023</b>	10,141 (9,255 Residential 886 Commercial)	\$603,364.07
<b>May 2022</b>	10,149 (9,256 Residential 893 Commercial)	\$669,021.50	<b>May 2023</b>	10,168 (9,286 Residential 882 Commercial)	\$641,650.94
<b>June 2022</b>	10,141 (9,258 Residential 895 Commercial)	\$443,338.57	<b>June 2023</b>	10,164 (9,281 Residential 883 Commercial)	\$610,223.04
<b>July 2022</b>	10,131 (9,239 Residential 892 Commercial)	\$870,866.27	<b>July 2023</b>	10,140 (9,260 Residential 880 Commercial)	\$644,707.07
<b>August 2022</b>	10,144 (9,246 Residential 898 Commercial)	\$668,479.05	<b>August 2023</b>	10,167 (9,282 Residential 885 Commercial)	\$599,881.28
<b>Sept. 2022</b>	10,119 (9,229 Residential 890 Commercial)	\$624,324.13	<b>Sept. 2023</b>	10,141 (9,258 Residential 883 Commercial)	\$693,024.47
<b>Oct. 2022</b>	10,120 (9,230 Residential 890 Commercial)	\$590,167.00	<b>October 2023</b>	10,158 (9,275 Residential 883 Commercial)	\$570,143.86
<b>Nov. 2022</b>	10,124 (9,233 Residential 891 Commercial)	\$685,127.26	<b>November 2023</b>	10,152 (9,272 Residential 880 Commercial)	\$567,443.79
<b>Dec. 2022</b>	10,114 (9,224 Residential 890 Commercial)	\$628,476.82	<b>December 2023</b>	10,154 (9,275 Residential 879 Commercial)	\$638,428.80
<b>Jan. 2023</b>	10,129 (9,236 Residential 893 Commercial)	\$604,896.94	<b>January 2024</b>	10,160 (9,278 Residential 882 Commercial)	\$534,961.66
<b>Feb. 2023</b>	10,123 (9,239 Residential 884 Commercial)	\$600,360.56	<b>February 2024</b>	FKAA Stats not received as of 3/8/24	\$431,382.57
<b>Total Revenue from Mar 2022 through Feb 2023</b>		<b>\$7,693,428.72</b>	<b>Total Revenue from Mar 2023 Through Feb 2024</b>		<b>\$7,191,159.26</b>

**January 2024**

**CC Total Payment to FKAA**

**\$184,512.70**

**CC Total x 2.5% Fee total cost to KLWTD**

**\$4,612.82**

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

Meeting Date:

March 19, 2024

Agenda Item Number: J-2

Action Required:

Yes

Department:

Budget and Finance

Sponsor:

Peter Rosasco

Subject:

**12,000 gallon residential wastewater flow cap**

Summary of Discussion:

The KLWTD Board of Commissioners requested that the discussion from the March 5, 2024 board meeting be brought back to the Board for further direction.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

Rates

Budgeted:

No

## Attachments

1. Residential Customer wastewater flow memo

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024



## **KLWTD Residential Customers' Wastewater Billing through FCAA and the current 12,000 Gallon Cap for Usage/Flow**

At the March 5, 2024 KLWTD Board Meeting, the Board requested that staff bring back two options:

1. No changes: Leave the 12,000 gallon cap for residential customers in place
2. Remove the 12,000 gallon cap for residential customers completely

In 2023 Calendar Year, there were a total of 1,683 instances where residential customers had usage charges greater than 12,000 gallons per month. A total of 49,492,221 gallons per year entered the KLWTD wastewater system without any associated cost to the customer, which is approximately \$210,836 in annual revenue that is not collected.

According to FCAA, a residential irrigation meter installation connection fee is \$1,600.00. The homeowner is responsible for installing a backflow preventer and having a general contractor install an RPV connection. In addition, a \$20.00 monthly base charge will be billed by FCAA.

After direction is given by the Board, and if Option 2 is chosen (the removal of the 12,000 cap); a public hearing will be required at a future board meeting.

*Updated 3/14/24*

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

Meeting Date:

March 19, 2024

Agenda Item Number: K-1

Action Required:

No

Department:

Field Operations

Sponsor:

Mike Dempsey

Subject:

**Field Report - February 2024**

Summary:

Mr. Dempsey will give the Field monthly report.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

## Attachments

1. Monthly Report

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024

## Wastewater Field Operations

There were a total of 28 service calls for the month of February, of these 14 were system-generated alarms, mostly by low vacuum detection at a vacuum station. The system-generated alarms were addressed quickly by the field staff. The reports below detail the remaining 14 calls.

Date	Address	Incident	Response	KLWTD Issue
2/2/24	95702 o/s Hwy	Customer reported that Her Grinder Pump was not working.	Tech found that the Breaker was tripped at the electrical panel. Tech reset the Breaker,simulated the pump and put it back in service.	Yes
2/3/24	888 Ellen Dr.	Customer reported a possible backup at His house.	Tech found that the Pit was full and was not working.Simulated the Pit and found that the hose clamp on the internal breather was corroded.Replaced the hose clamp ,simulated the Pit and put it back in service.	Yes
2/6/24	110 Point Pleasant Dr	Sue Heim called in to report that a Grinder Pump was not pumping correctly.	Tech found that the 2 inch PVC line going to the Pit was clogged. Unclogged the line,simulated the Pit and put it back in service. (Homeowner Issue)	No
2/11/24	500 Burton Dr	Customer reported that the Manholes were overflowing into the streets.	Tech found that Blue Water Communities Manholes were backing up in the street. Called the Property Manager and informed Her of the findings (Private System).	No
2/12/24	119 1st Terr	Customer reported a very strong odor in her house.	Tech found that everything was working as it should, Could not smell any odors. Advised the homeowner that She would need to call a plumber. (Homeowner Issue).	No
2/14/24	5 Gulfstream Dr	Customer reported a strong odor coming from Her Grinder Pump.	Tech simulated the pump and could not smell any odor, Advised homeowner that smell was not coming from Her Grinder Pump and She would need to call a plumber. (Homeowner Issue).	No

2/15/24	103620 o/s Hwy	Customer reported that the Lift Station was making loud noises.	Tech found that the Lift Station was private and advised the manager at the park about the loud noises coming from the Lift Station. (Private System).	No
2/16/24	325 Calusa lot #49.	Customer reported an odor in His trailer.	Tech simulated the Pit and found everything to be working as it should. Advised the homeowner that the smell was probably a venting problem and He would need to call a plumber. (Homeowner Issue).	No
2/19/24	96000 o/s Hwy (buttonwood bay)	Customer called to report a private F.M. Break.	Tech responded and turned off the main valve for them to make repairs and advised the maintenance man to let us know when they need the valve turned back on. (Private System).	No
2/22/24	65 Waterways Dr	Customer reported a possible back up in His house.	Tech diagnosed the Pit and found that everything was working as should, advised the homeowner that He would need to call a plumber.(Homeowner Issue).	No
2/25/24	325 Calusa lot # 522	Customer reported that his house was backing up.	Tech diagnosed the Pit and found everything to be working as it should. Advised the homeowner that He would need to call a plumber. (Homeowner Issue).	No
2/26/24	325 Calusa lot #203	Customer reported that His Trailer was backing up.	Tech simulated the Pit and everything was working as it should. Advised the homeowner that He would need to call a plumber. (Homeowner Issue).	No
2/26/24	21 Bunting Dr	Customer called to report a damaged Breather in front of His house	Tech repaired the Breather,simulated the Pit, and put it back in service.	Yes
2/27/24	325 Calusa lot #120	Customer reported a possible backup in the Restaurant.	Tech simulated the Pit and found that everything was working as it should. Advised the Homeowner that He would need to call a plumber. (Homeowner Issue).	No



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

Meeting Date:

March 19, 2024

Agenda Item Number: L-1

Action Required:

No

Department:

Plant/Facilities

Sponsor:

Ryan Dempsey

Subject:

**Plant/Facilities Report - February 2024**

Summary:

Mr. Dempsey will present the Plant/Facilities monthly report.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

## Attachments

1. Monthly Report

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024

## Wastewater Treatment Plant Operations

The wastewater treatment plant processed an average of 2.1 million gallons of influent per day (MGD). The Treatment Plant remains in compliance with the Florida Department of Environmental Protection (FDEP) guidelines.

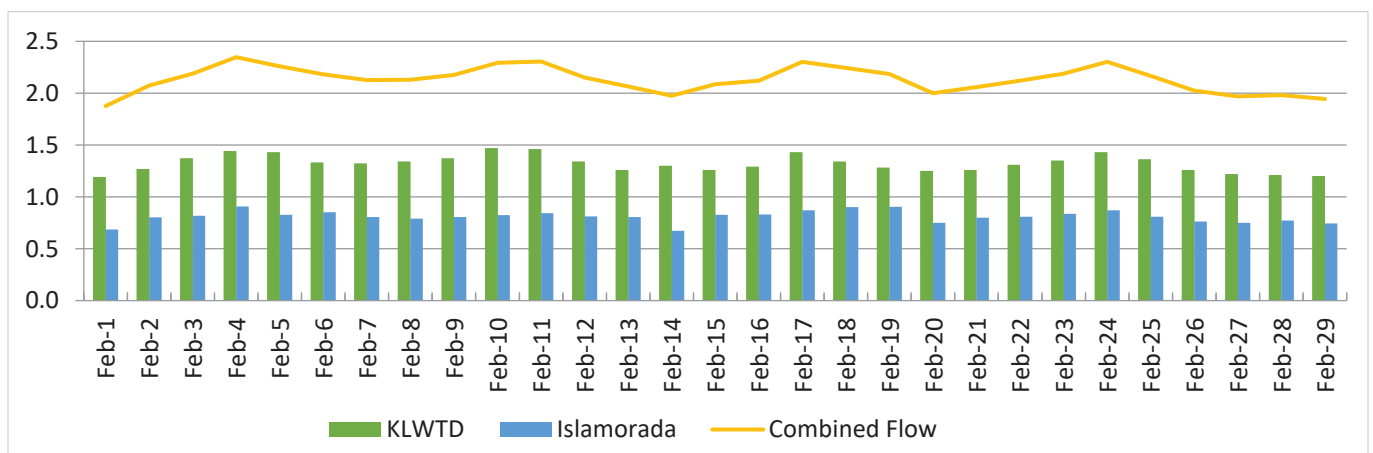
### Effluent Quality Reports (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

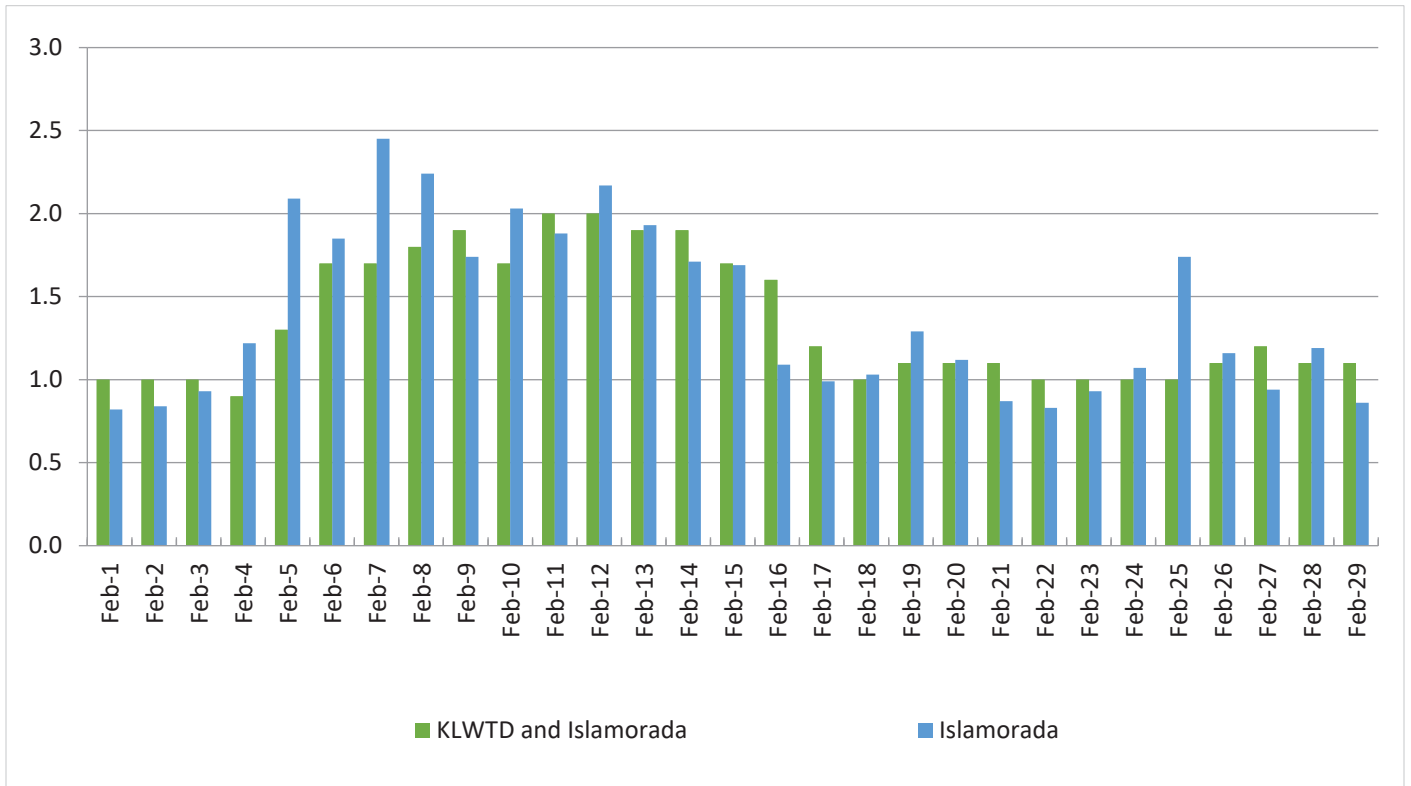
Effluent Quality Report	February 2024 Plant Performance	12 Month Average Plant Performance	Effluent Limits
CBOD5 (Carbonaceous Biochemical Oxygen Demand)	1.3	1.6	5
TSS (Total Suspended Solids)	1.1	1.6	5
TN (Total Nitrogen)	1.5	2.5	Report only
TP (Total Phosphorous)	.5	.7	Report only

### Daily Flow (MGD)

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



**Daily Peak Salinity (PPT)**  
The daily peak salinity for the current month.



## Islamorada

Average Daily Flow: .810 MGD

Highest Daily Flow: .907 MGD

Monthly Peak Salinity: 2.45 PPT

Days over 4.0 PPT Salinity: 0

3-month average of flow capacity (1.104 MGD): 67%

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

Meeting Date:

March 19, 2024

Agenda Item Number: M-1

Action Required:

No

Department:

Capital Projects

Sponsor:

Ed Castle

Subject:

**Capital Projects Report - February 2024**

Summary of Discussion:

The Capital Projects Update Report for February will be presented.

## Reviewed / Approved

Operations: \_\_\_\_\_

Administration: \_\_\_\_\_

Finance: \_\_\_\_\_

District Counsel: \_\_\_\_\_

District Clerk: \_\_\_\_\_

Engineering: \_\_\_\_\_

## Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

## Attachments

1. Monthly Report

Approved By: \_\_\_\_\_

General Manager



Date: \_\_\_\_\_

03/14/2024

# Key Largo Wastewater Treatment District Capital Projects Report

Including updates through February 2024

## Current Capital Projects

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and amendments)	Engineering And Other Cost (Anticipated)	Total Project Cost (Anticipated)
Vacuum Stations Modifications	\$ 3,155,800.00	\$3,155,800.00	\$175,000.00	\$3,330,800.00
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	
	\$93,607.50	\$680,895.87	\$2,556,296.63	

- The VPS modifications project was awarded to Reynolds Construction in the amount of \$3,155,800.00. The Agreement and the Notice to Proceed were both executed on May 18, 2023.
- In the beginning of February, Reynolds began preparing the valves and piping material for upcoming shutdowns to install the new effluent valves and pipe tree at Vacuum Station D. Reynolds also began staging valve assemblies for Vacuum Station A and G.
- Reynolds successfully replaced the influent and effluent valves and check valve assemblies for the North and South pumps during the February 15<sup>th</sup> shutdown at Vacuum Station A.
- Reynolds installed five new influent ball valves during the February 22<sup>nd</sup> shutdown at Vacuum Station G.
- Reynolds installed the new PVC pipe tree and new butterfly valve and check valves for the vacuum pumps connected to the pipe tree and completed the tie-in for the odor control extension during the February 29<sup>th</sup> shutdown at Vacuum Station A.

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and amendments)	Engineering And Other Cost (Anticipated)	Total Project Cost (Anticipated)
Collection System Monitoring	\$7,575,677.00	\$9,581,965.61	\$718,176.00	\$10,300,141.61
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	
	\$525,361.25	\$6,513,432.88	\$3,261,347.48	

- Work was completed in Basins A, B, D, G, and H.
- Current Status:
  - Basin A: **293** installed (Basin complete)
  - Basin B: **383** installed (Basin complete)
  - Basin C: **0** installed (Basin not yet started)
  - Basin D: **240** installed (Basin complete)
  - Basin E: **8** installed (Basin in progress)
  - Basin F: **328** installed (Basin in progress)
  - Basin G: **231** installed (Basin complete)
  - Basin H: **45** installed (Basin complete)
  - Basin I: **0** installed (Basin not yet started)
  - Basin J/K: **0** installed (Basin not yet started)
  - Total project installed: **1,528** out of **2,984**
  - **Project is 51.21% complete**
- Construction progress meetings were held on February 13<sup>th</sup> and February 27<sup>th</sup>, 2024.
- Construction continued in Basin E throughout February and the Basin F walkthrough will be scheduled pending completion of restoration work.
- During the progress meeting on February 27<sup>th</sup>, Flovac confirmed that the 4 remaining gateways at Vac Stations D, G, I, and J/K were raised the week of February 12<sup>th</sup>.
- IVC and Flovac continue working through the punch lists for Basin A and B to reach final completion.

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and amendments)	Engineering And Other Cost (Anticipated)	Total Project Cost (Anticipated)
Effluent Filtration Upgrades	\$ 3,043,820.00	\$3,043,820.00	\$207,250.00	\$3,251,070.00
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	
	\$253,071.25	\$1,821,600.58	\$1,176,398.17	

- The Effluent Filtration Upgrades project was awarded to Reynolds Construction in the amount of \$3,043,820.00 on May 15, 2023.
- Progress meetings were held on February 8<sup>th</sup> and February 20<sup>th</sup>.
- In late January and into February, Reynolds Construction's electrical subcontractor began excavation for the installation of conduit.
- On February 8<sup>th</sup>, the electrical subcontractor completed the conduit relocation for the conduit that was blocking the driveway and continued the installation of conduit that will service the filter and meters throughout mid-February.
- Towards the end of February, the electrical subcontractor finished installing the conduit that will service the booster pumps.
- In the beginning of March, Reynolds worked on coating the effluent pump drain slab that was poured in January.

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and amendments)	Engineering And Other Cost (Anticipated)	Total Project Cost (Anticipated)
Keys Holdings LLC Pump Station Replacement	\$ 375,555.75	\$375,555.75	\$15,000.00	\$390,555.75
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	
	\$7,207.50	\$50,708.25	\$332,640.00	

- The District piggybacked on a Marathon bid and awarded the Keys Holdings LLC project to Tropical Underground Contracting, LLC in the amount of \$375,555.75.
- In February, Tropical Underground revealed existing underground conditions that differed from the expected conditions and Tropical proposed change order options to WEC.
- WEC reviewed the confirmed existing conditions and provided Tropical with an updated proposed site layout.
- Tropical underground and WEC have since been in discussion regarding how to proceed with construction. WEC has sent a revised plan set to address the unknown underground conditions and is awaiting a response from Tropical Underground as to the impact on the schedule and cost for the project.



### Upcoming Construction Projects

Project	Estimated Total Cost	Status
<b>Upgrades of Odor Control at All Vacuum Stations and Upgrade of the Generators at Vac A and Vac D.</b>	\$1,200,000 (Anticipated)	Weiler Engineering has been directed to proceed with this project in phases, with Vacuum Stations A and D being the first phase. The design of the odor control upgrades, including structural components and site plans continues. Preliminary plan sets have been created for Vacuum Stations A, D, E, G, I, and J/K. A meeting with the Archdiocese was held on January 16 <sup>th</sup> and a decision was made to extend the easement at Vacuum Station A.
<b>Power Conditioning, Lightning Protection &amp; Wiring Upgrades at WWTP</b>	\$3,563,376 (Anticipated)	This project will provide protection from transient surges in power that can damage equipment and potentially cause overflows or inadequate treatment at the WWTP. Installation of a lightning protection system at the WWTP to further reduce the potential impacts due to electrical surges will also be included as part of the project scope. Upgrades to the existing power and instrumentation wiring at the WWTP includes the use of non-corrosive materials and moving wiring above-ground to prevent corrosion and failure. Weiler Engineering's Electrical Engineer conducted a site visit on January 18 <sup>th</sup> and began updating the electrical design and specifications for the project. A preliminary plan set is underway. This project is grant funded.
<b>Direct Potable Reuse Demonstration Project</b>	\$1,504,301.25 (Anticipated)	The District has budgeted funds for a demonstration project to produce potable water from the WWTP's treated effluent. 2021 Florida legislation established Direct Potable Reuse (DPR) as a preferred effluent disposal method and provides for DPR projects to be eligible for grant funding, treating WWTP effluent as an Alternative Water Supply. The District has applied for a planning grant for this project and has requested grant funding to be allocated for the design, permitting, and construction of the DPR demonstration project. Initial estimates indicate that the volume of water produced in the DPR demonstration project would be in the range of 150,000 to 250,000 GPD.

<b>Grinder Pump Lateral Kits Replacement Project</b>	\$590,625.00 (Anticipated)	<p>This project is included in the District's FY24 budget. Previously, both plastic and brass check valves were installed as part of the C-905 and Unique Properties Grinder Pump Projects, as these were the standard valves recommended at the time. Both the existing check valves and plug valves have been experiencing failures. Currently, the check and plug valves are buried at the depth at which the laterals were installed, deeming it necessary to excavate down to the valves for service or replacement. This project includes installing the new 316 stainless steel lateral kits at a shallower depth and in meter boxes, allowing easy access without excavation for service and replacement. This project's design has been completed and was approved by the Board on February 20<sup>th</sup>, 2024. The Pre-Bid meeting was held on March 7<sup>th</sup>, 2024 and WEC is currently awaiting bids from contractors.</p>
<b>EQ Tank and Headworks Project</b>	\$4,500,000 (Anticipated)	<p>The EQ Tank and Headworks Project involves the installation of a new headworks as an upgrade to the current headworks at the KLWTD WWTP. This project also involves the installation of an influent EQ tank to regulate flow. This project is currently in the design phase with preliminary site plans and structural drawings for the EQ tank. Shop drawings have been received from Hydrodyne and a center flow screen has been selected for the headworks screening, which will reduce the footprint of the headworks space and has a higher catch rate and efficiency than the existing headworks.</p>
<b>Blower Room Modifications Project</b>	\$250,000 (Anticipated)	<p>The KLWTD staff has requested the addition of an access door behind blower #4 to better service the blower. Currently, the other blowers must be removed in order to access blower #4. These modifications will allow for more efficient service of the blowers. This project is currently in the preliminary design phase.</p>

## Select Photos from Current February Projects



**Effluent Filtration Upgrades Project:** New electrical conduit servicing new filter



**Effluent Filtration Upgrades Project:** New electrical conduit servicing new filter





**Effluent Filtration Upgrades Project:** New electrical conduit servicing the booster pumps



**Vacuum Stations Modifications Project:** Five new influent ball valves installed during the February 22<sup>nd</sup> shutdown at Vacuum Station G.