



Key Largo Wastewater Treatment District
Board of Commissioner's Meeting
Tuesday, January 23, 2024
4:00 PM

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:

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

DISTRICT STAFF:

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 January 9, 2024	4
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2. KLWTD Keys Holdings Lift Station Change Order #2 - Time Only Extension	43
3. KLWTD Collection System Monitoring Change Order #3	46
4. KLWTD Collection System Monitoring Change Order #4	49

N. ENGINEERING

O. LEGAL

1. South Cliff Holdings LLC - 95295 Overseas Hwy (Reso. 01-2024)

58

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ("THE DISTRICT") IMPOSING A SYSTEM IMPACT CHARGE ("SIC") FOR THE PROPERTY LOCATED AT 95295 OVERSEAS HIGHWAY, KEY LARGO, FLORIDA, WITH PARCEL IDENTIFICATION NUMBER 00484390-000000; AND PROVIDING FOR AN EFFECTIVE DATE.

P. COMMISSIONER'S ITEMS

Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date:
January 23, 2024

Agenda Item Number: F-1


Action Required:
Yes

Department: Legal
Sponsor: Nicholas Mulick

Subject:
Minutes of January 9, 2024

Summary:
Staff to present the minutes of January 9, 2024 board meeting for approval.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Minutes
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 1-18-24
General Manager



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, January 9, 2024

MINUTES

CALL TO ORDER (A)

Chairman Nicolas Rodriguez called the meeting to order at 4:01 PM.

PLEDGE OF ALLEGIANCE (B)

Ms. Shannon McCully 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; Plant/Facilities Manager Ryan Dempsey; Weiler Engineering Steve Suggs and Jessica Huff; IT Support Manny Santana

Appeared Virtually: Weiler Engineering Ed Castle; 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)

Mr. Rosasco requested the addition of item *G-1 12,000 Gallon Cap and L-1 Plant/Facilities Report - November 2023*

Commissioner Heim requested the addition of items *Q-1 MJ Wood Update and Q-2 Emergency Contractors List*

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 December 12, 2023 (F-1)

Motion:

Commissioner Maloney made a motion to approve the minutes of December 12, 2023. Commissioner Schwartz seconded the motion. Motion passed without objection.

Motion: Commissioner Maloney made a motion to approve the minutes of December 19, 2023. Commissioner Schwartz seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

12,000 Gallon Cap (G-1) (Laydown)

Mr. Rosasco discussed removing the 12,000 gallon cap on residential properties wastewater usage. The Board requested the item be brought back after additional research of financial and customer impact.

CUSTOMER SERVICE (H)

No report in agenda.

IT (I)

No report in agenda.

BUDGET AND FINANCE (J)

No report in agenda.

FIELD (K)

No report in agenda.

PLANT/FACILITIES (L)

Plant/Facilities Report -November 2023 (L-1) (Laydown)

Mr. Dempsey presented the Plant/Facilities Report for November 2023.

CAPITAL PROJECTS (M)

Capital Projects Report - November 2023 (M-1)

Mr. Suggs presented the the Capital Projects Report for November 2023.

ENGINEERING (N)

No Report in agenda.

LEGAL REPORT (O)

No report in agenda.

COMMISSIONER ITEMS (P)

No report in agenda.

ROUNDTABLE DISCUSSION (Q)

MJ Wood Update (Q-1)

Commissioner Heim requested an update on the ongoing issues with MJ Wood. The Board directed General Counsel to retain an outside attorney and hold a meeting with MJW executives, GM, and the Board Chair. The Board requested a follow-up report no later than 02/06/2024.

Emergency Contractors (Q-2)

Commissioner Heim discussed maintaining a list of pre-approved contractors to respond in case of emergencies.

ADJOURNMENT (R)

The meeting was adjourned at 5:55 pm.

Nicolas Rodriguez, Chairman

Shannon McCully, Clerk

Seal _____

KLWTD RESEARCH INTO RESIDENTIAL WASTEWATER 12,000 GALLON CAP AND REVENUE NOT GENERATED WITH CAP

Billing Month:	# of Customers > 12k Gallons	# of Gallons Not Billed	Divided by 1,000 (billing measurement)	Calculation of Monthly Revenue Not Generated with Residential Cap in Place
March 31, 2023	338 Residential customers used more than 12,000 gallons during month	3,435,323 gallons <u>not</u> billed/revenue not generated	3,435,323 divided by 1,000 gallons=3,435 gallons	3,435 gallons x \$4.26 per 1,000 gallons <u>\$14,634</u> revenue not generated for the month
May 31, 2023	325 Residential customers used more than 12,000 gallons during month	3,609,919 gallons <u>not</u> billed/revenue not generated	3,609,919 divided by 1,000 gallons=3,306 gallons	3,306 gallons x \$4.26 per 1,000 gallons <u>\$14,084</u> revenue not generated for the month
July 31, 2023	369 Residential customers used more than 12,000 gallons during month	4,784,143 gallons <u>not</u> billed/revenue not generated	4,784,143 divided by 1,000 gallons=4,784 Gallons	4,784 x \$4.26 per 1,000 gallons <u>\$20,380</u> revenue not generated for the month
Sept. 30, 2023	301 Residential customers used more than 12,000 gallons during month	3,173,373 gallons <u>not</u> billed/revenue not generated	3,173,373 divided by 1,000 gallons = 3,173 gallons	3,173 x \$4.26 per 1,000 gallons <u>\$13,518</u> revenue not generated for the month

Average monthly revenue not generated, based on
 above 4 months: \$12,158

Average ANNUAL revenue not generated, based on
 above 4 months: \$145,890

updated 12/29/23

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

Meeting Date:
January 9, 2023

Agenda Item Number: L-1

Action Required:
No

Department:
Plant/Facilities

Sponsor:
Ryan Dempsey

Subject:
Plant/Facilities Report - November 2023

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

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Monthly Report
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By: _____ Date: 1-9-24
General Manager 

Wastewater Treatment Plant Operations

The wastewater treatment plant processed an average of 2.2 million gallons of influent per day (MGD). The Treatment Plant remains in compliance with the Florida Department of Environmental Protection (FDEP) guidelines.

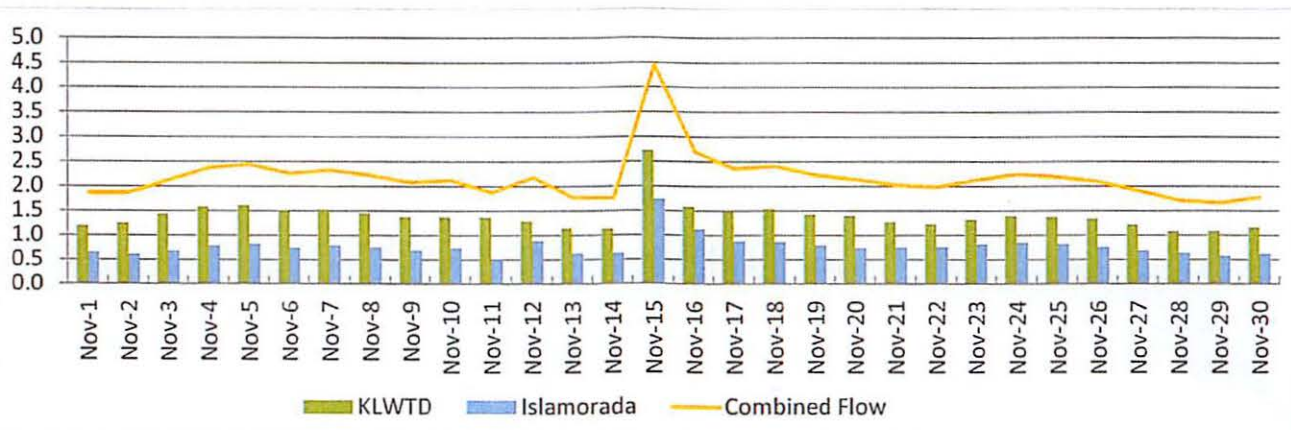
Effluent Quality Reports (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

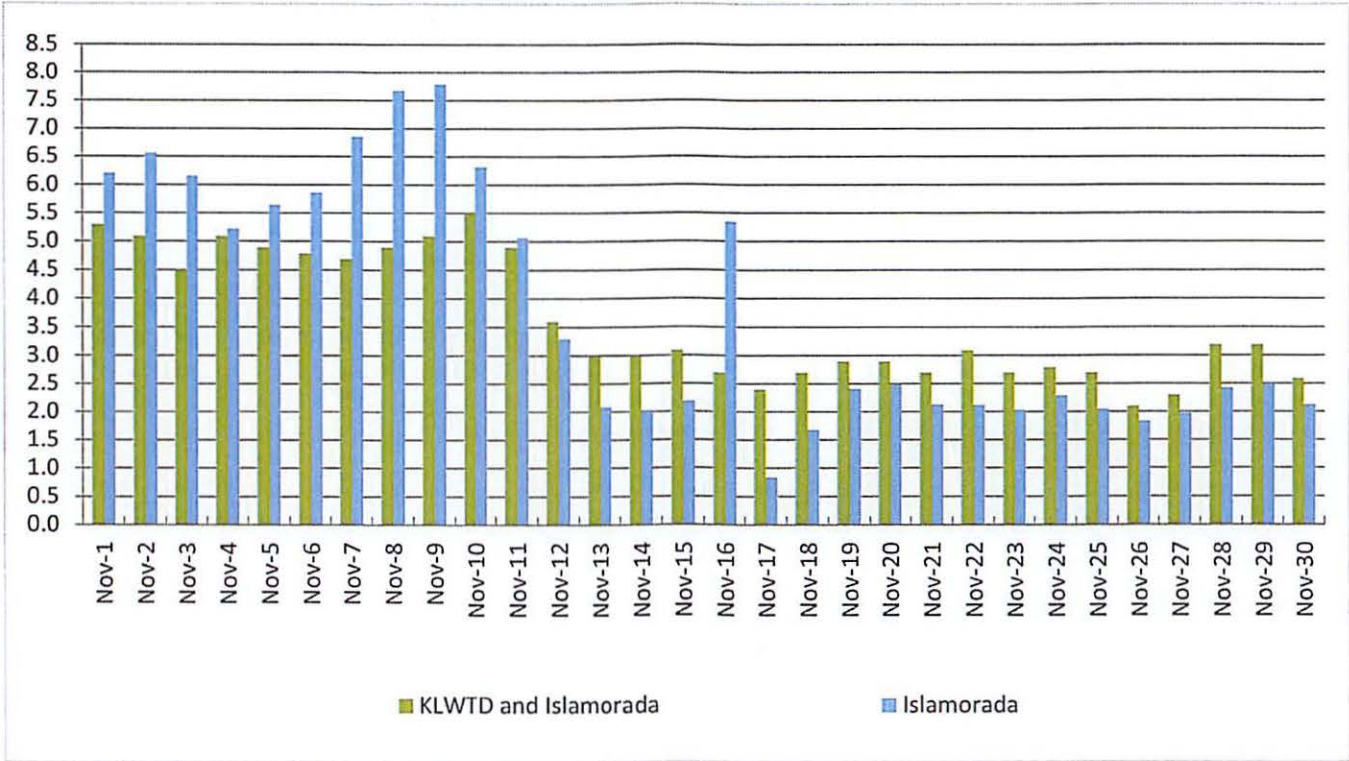
Effluent Quality Report	November 2023 Plant Performance	12 Month Average Plant Performance	Effluent Limits
CBOD5 (Carbonaceous Biochemical Oxygen Demand)	2.1	1.8	5
TSS (Total Suspended Solids)	2.5	1.6	5
TN (Total Nitrogen)	1.3	2.9	Report only
TP (Total Phosphorous)	.5	.7	Report only

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: .780 MGD
 Highest Daily Flow: 1.73 MGD
 Monthly Peak Salinity: 7.79 PPT
 Days over 4.0 PPT Salinity: 12
 3-month average of flow capacity (1.104 MGD): 67%

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

Meeting Date:
January 23, 2024

Agenda Item Number: G-1

Action Required:
No

Department: General Manager
Sponsor: Peter Rosasco

Subject:
FY23 Financial Audit Schedule

Summary:

The District has a 3 year contract renewal with Grau and Associates for financial auditing services. Fiscal Year 2023 is the first year of the 3 year renewal agreement. The contracted amount for this year's audit is \$26,000, with a single audit fee of \$4,000 for each state or federal compliance audit. The schedule for fieldwork and audit results presentation is included in the memo.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$ 34,000.00	1. Schedule of FY23 Financial Audit
Administration: _____	Expense	
Finance: _____	Funding Source:	
District Counsel: _____	Rate Revenue	
District Clerk: _____	Budgeted:	
Engineering: _____	Yes	

Approved By:  Date: 1-18-24
General Manager



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

January 2024

Subject: KLWTD FY2023 Financial Audit Schedule and Pre-Audit Meeting

FY2023 Audit Schedule:

November-December 2023: Auditor provided requests / tasks to KLWTD. Completed documents were sent to the auditor. Auditor spent one day in December at KLWTD for initial field work.

Friday February 2, 2024: Pre-Audit Meeting with KLWTD Commissioner and representatives of our auditing firm Grau and Associates. Following this meeting, the final fieldwork will take place at KLWTD.

April 30, 2024: Annual Comprehensive Financial Report (ACFR) draft will be completed by auditors and given to KLWTD General Manager and staff for preliminary review.

May 14, 2024: Final ACFR will be provided to KLWTD Board for review prior to presentation by Grau and Associates.

May 21, 2024: Grau and Associates presents ACFR to KLWTD Board at the board meeting.

Pre-Audit Meeting with Grau and Associates and a KLWTD Board Member:

Staff recommends that the Board appoint representation by one of the Commissioners for an onsite meeting with the auditors on Friday February 2, 2024.

Respectfully submitted,

Connie Fazio
Finance Manager

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

Meeting Date:
January 23, 2024

Agenda Item Number: G-2


Action Required:
No

Department: General Manager
Sponsor: Peter Rosasco

Subject:
Florida Keys Day Flyer

Summary:
Mr. Rosasco will present the KLWTD Florida Keys Day 2024 flyer.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Florida Keys Day Flyer
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 1-18-24
General Manager

FLORIDA KEYS WASTEWATER PROJECTS

A WISE INVESTMENT IN THE ECONOMY AND THE ENVIRONMENT



COMPLETED PROJECTS

- Completed expansion of the WWTP to a 3.45 MGD capacity to accept sewage from Islamorada.
- Completed installation of solar arrays at the WWTP and at all the vacuum stations, producing an output of 663 kWp, the largest solar project in the Florida Keys.
- Completed installation of the fire detection and suppression systems and toxic gas detection at all District facilities.
- Completed coating of all concrete structures with high-performance coatings, extending the useful life of structures by preventing corrosion of reinforcing steel due to the harsh marine environment. Purchase of the equipment necessary to construct a mobile emergency vacuum pump station. The vacuum pump station equipment was mounted on a trailer by KLWTD maintenance staff. This mobile vacuum station will be used in the event of catastrophic failure of any of the KLWTD stationary vacuum pump stations.

CURRENT PROJECTS

- Installation of a monitoring system for the Key Largo collection system. Construction is approximately 43% completed and already approximately 60,000 gallons per day of INI (wet weather inflow) has been eliminated.
- The Effluent Filtration Upgrades project was awarded and is currently under construction, having achieved approximately 33% completion. This project will provide enhanced filtration and necessary redundancy.
- Installation of hardened stainless steel sewage pumps and seal water systems at the vacuum pump stations is approximately 31% complete.
- Upgrades of the piping at the vacuum pump stations to non-corrosive materials including stainless steel and PVC, along with the installation of piping and electrical fittings for connection of the emergency mobile vacuum station have begun. Construction is approximately 12% complete.

PROJECT BENEFITS

- Protect the only living barrier reef in the continental United States.
- Eliminate 23,000 cesspits and septic tanks polluting near shore waters.
- Preserve \$56M recreational and commercial fisheries; and 90% of the state's stone crab, lobster and finfish harvest.
- Enhances the \$2.3B marine-based tourism industry
Protect 33,000 tourism related jobs.

STILL YET TO DO IN KEY LARGO

- Adjust KLWTD infrastructure elevations concurrently with Monroe County road raising projects to adjust for sea level rise. (See Reverse Side)
- Install an influent equalization and reject storage system to reduce peak flows and to provide temporary holding capacity for any detrimental wastewater received at the WWTP.
- Install power conditioning and lightning protection at the WWTP and vacuum stations to protect equipment and PLCs from damage due to power fluctuations.
- Implementation of a Direct Potable Reuse Demonstration Project that will treat effluent using reverse osmosis technology to produce potable water. This will reduce withdrawal from already-stressed potable water aquifers and will provide a potable water source should pump stations or water mains be damaged and unable to transport water from mainland Florida into the Keys.
- Installation of enhanced odor control systems at all KLWTD vacuum pump stations. This project will replace the existing odor scrubber systems with updated technology and with dual treatment trains and interconnected valving to improve reliability and improve safety. This project is currently in the design & permitting phase.

Wastewater Service Providers

-  Ocean Reef
-  KLWTD
-  Village of Islamorada
-  City of Marathon
-  City of Key Colony Beach
-  Monroe County/FKAA
-  City of Key West





Upcoming Sea Level Rise Projects

- KLWTD has evaluated the Monroe County Roadway Vulnerability Analysis and Capital Plan technical memorandum which provides detailed information on the County's plans for raising roads to address projected sea level rise in unincorporated Monroe County.
- All or portions of 187 roads in the KLWTD service area are identified to be raised between now and 2040. KLWTD will need to raise portions of its wastewater infrastructure concurrently with the County's adjustment of road elevations to match the new proposed surface elevations.
- The new proposed flood maps show increases in the 100-year flood elevations for locations where KLWTD facilities currently exist. KLWTD is planning to implement flood-proofing of its facilities in these locations to accommodate the increased flood risks.
- The cost of adjusting the KLWTD infrastructure to accommodate sea level rise has been estimated to be approximately \$16 Million to \$20 Million.
- KLWTD is coordinating with Monroe County on its sea level rise projects.



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

Meeting Date:
January 23, 2024

Agenda Item Number: H-1

Action Required:
No

Department: Customer Service
Sponsor: Connie Fazio

Subject:
Customer Service Report - December 2023

Summary:
Ms. Fazio will present the Customer Service monthly report.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Monthly Report
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 1-18-24
General Manager

Key Largo Wastewater Treatment District Customer Service Report

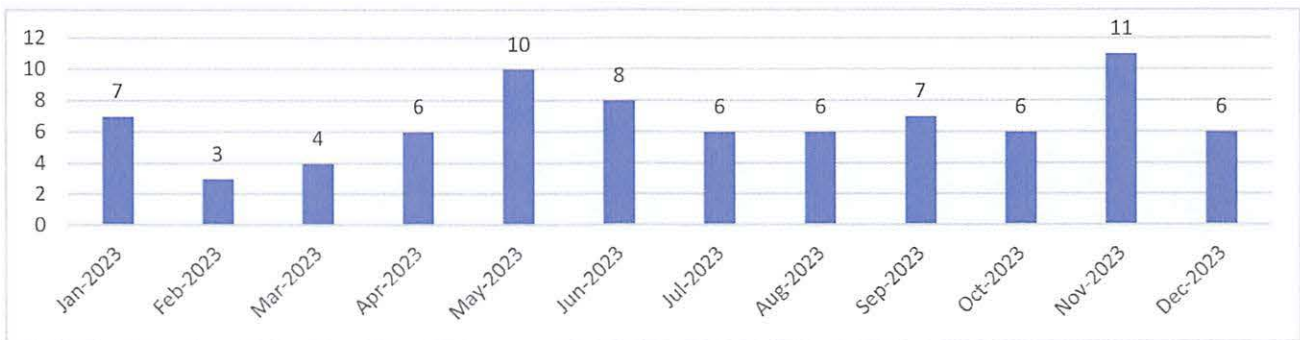
December 2023

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

Customer Service Requests

	Total
Billing	3
Field Department	16
Locate	1
MOD	12
NOA	8
Tie In Res	8
Total	48

Number of Completed Wastewater Connections



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

Meeting Date:
January 23, 2024

Agenda Item Number: I-1


Action Required:
No

Department: IT Sponsor: ENS

Subject:
IT Report - December 2023

Summary:
ENS will present the IT monthly report.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Monthly Report
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 1-18-24
General Manager

IT

The IT Department completed 312 tickets in December.

IT Updates

Project	Cost	Description
Website ADA Compliance	Total annually \$2,190.00	<ul style="list-style-type: none"> • Changes reviewed and ready for Link2City. Working to coordinate access to M-files so documents are still searchable once removed from the site. • M-files Access for commissioners is ready. • Presented Research and findings to the board.
Website Technology Upgrade	\$3,750.00 One time	<p>Vendor Link2city</p> <ul style="list-style-type: none"> • Access to commissioners have been completed. • Quotes have been received for PDF remediation (Presented at 12/12 Board meeting). • Recommendations will be presented on Januarys 23rd board meeting.
GIS recommendations and training FY24	\$45,840 one time	<p>Vendor is FTC.</p> <ul style="list-style-type: none"> • ESRI access granted and tested for FTC. • Working with FTC to rebuild the GIS server.
GIS Emergency applications project	\$18,960.00 One time	<ul style="list-style-type: none"> • Monthly meetings on-going • Demo pending to get scheduled.

GIS Server rebuild	\$4,405.00	<ul style="list-style-type: none"> • Memory and server Licenses have been installed to rebuild the GIS server
Barracuda to Inky Migration	No Cost to the District	<ul style="list-style-type: none"> • Awaiting completion of Google to O365 migration.
Google to O365 Migration	\$3,575.00 (One time fee) \$1,100.00 (Recurring monthly)	<ul style="list-style-type: none"> • 1 on 1 training available upon request. • User setup and configuration under way. • Google backend is currently synchronizing to M365.

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

Meeting Date:
January 23, 2024

Agenda Item Number: I-2

Action Required:
Yes

Department: IT Sponsor: ENS

Subject:
ADA Website PDF Remediation For KLWTD

Summary:
ENS will present their recommendation for ADA Website PDF Remediation.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$ 10,692.00	1. ENS Memo
Administration: _____	Expense	
Finance: _____	Funding Source:	
District Counsel: _____	District	
District Clerk: _____	Budgeted:	
Engineering: _____	No	

Approved By:  Date: 1-18-24
General Manager

ADA Website PDF Remediation For KLWTD

Prepared by ENS: David Soper and Manny Santana

Background:

To ensure ADA compliance throughout the KLWTD website ENS has been meeting with various vendors that have expertise in these services. Link2City is the current provider and has remediated most of the ADA compliance on the website. The outstanding item for discussion is regarding the PDF's that are uploaded to the site by staff. In order to ensure 100% ADA compliance these documents will need to be made ADA compliant. This is a labor-intensive endeavor that requires a certain level of expertise and training. Each year there are approximately 1,500 pages that are uploaded. These consist of agendas, minutes, and resolutions. Currently the district has these documents available on the website from the year 2002 through 2023. We estimate the total number of documents to be 25,000 or so.

ENS has met with several vendors that specialize in ADA compliance to discuss and provide options for mitigating the documents from November 2022 through November 2023. In addition, provide guidance for KLWTD to ensure moving forward KLWTD staff are capable of creating and maintaining the ADA compliance on these documents. We also discussed options for mitigating previous years documents.

Each vendor charges a per page fee for ensuring ADA compliance. The pricing is provided below.

Please note that this is not for the full 25,000 pages spanning the last 21 years it is just for the time period between 11/22 through 11/23. One year's worth.

Pricing:

1. Streamline: \$10,080.00 (Approx. \$7.00 per page)
2. Link2city: \$10,692.00 (Approx. \$7.42 per page)
3. Accessibly: \$12,996.00 (Approx. \$9.04 per page)
4. Userway: \$11,858.00 (Approx. \$8.24 per page)
5. CivicsPlus: Does not offer PDF remediation

Recommendation:

Given the competitive pricing, the ease of their solution, and the history in working with KLWTD ENS recommends Link2city as the most favorable option if the district chooses to move forward with this project. ENS continues to research vendors that provide platforms to help support ADA compliance and training. We are talking with two vendors, Alyant and Monsido. Each offers a cohesive platform for website and pdf ADA compliance. We are coordinating demos and getting pricing for recommendations for next fiscal year.

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

Meeting Date:
January 23, 2024

Agenda Item Number: J-1

Action Required:
No

Department: Budget and Finance Sponsor: Connie Fazio

Subject:
Budget and Finance Report - December 2023

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

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Monthly Report
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By: _____  Date: 1-18-24

General Manager

December 2023

Budget and Finance Report

Long-Term Debt Summary	
SRF Loan KLNC 46401P	\$8,611,738.33

	Cash Flow	
	Deposits	Expenditures
Wastewater Billing Deposits Received	\$638,428.80	
Assessment Revenue Received (Non-Ad Valorem & SDC Prepayments)	\$1,920,006.34	
Islamorada Revenue	\$103,216.05	
Interest Income	\$121,362.85	
Misc. Revenue (includes Stewardship Reimbursement)	\$1,615,681.68	
District Expenditures (checks written)		\$1,222,606.43
Payroll		\$206,088.41
Total:	\$4,398,695.72	\$1,428,694.84

FKAA Wastewater Revenue Statistics

Date	Number of Customers Billed	WW Revenue Received	Date	Number of Customers Billed	WW Revenue Received
Jan. 2022	10,116 (9,216 Residential 900 Commercial)	\$650,127.44	Jan. 2023	10,129 (9,236 Residential 893 Commercial)	\$604,896.94
Feb. 2022	10,126 (9,236 Residential 890 Commercial)	\$649,323.02	Feb. 2023	10,123 (9,239 Residential 884 Commercial)	\$600,360.56
March 2022	10,142 (9,271 Residential 871 Commercial)	\$603,196.84	March 2023	10,148 (9,266 Residential 882 Commercial)	\$655,947.71
April 2022	10,178 (9,285 Residential 893 Commercial)	\$705,173.78	April 2023	10,141 (9,255 Residential 886 Commercial)	\$603,364.07
May 2022	10,149 (9,256 Residential 893 Commercial)	\$669,021.50	May 2023	10,168 (9,286 Residential 882 Commercial)	\$641,650.94
June 2022	10,141 (9,258 Residential 895 Commercial)	\$443,338.57	June 2023	10,164 (9,281 Residential 883 Commercial)	\$610,223.04
July 2022	10,131 (9,239 Residential 892 Commercial)	\$870,866.27	July 2023	10,140 (9,260 Residential 880 Commercial)	\$644,707.07
August 2022	10,144 (9,246 Residential 898 Commercial)	\$668,479.05	August 2023	10,167 (9,282 Residential 885 Commercial)	\$599,881.28
Sept. 2022	10,119 (9,229 Residential 890 Commercial)	\$624,324.13	Sept. 2023	10,141 (9,258 Residential 883 Commercial)	\$693,024.47
Oct. 2022	10,120 (9,230 Residential 890 Commercial)	\$590,167.00	October 2023	10,158 (9,275 Residential 883 Commercial)	\$570,143.86
Nov. 2022	10,124 (9,233 Residential 891 Commercial)	\$685,127.26	November 2023	Stats N/A FKAA Billing not received as of /10/24	\$567,443.79
Dec. 2022	10,114 (9,224 Residential 890 Commercial)	\$628,476.82	December 2023	Stats N/A FKAA Billing not received as of 1/10/24	\$638,428.80
Total Revenue from Jan 2022 through Dec 2022		\$7,787,621.68	Total Revenue from Jan 2023 Through Dec 2023		\$7,430,072.53

October 2023 (latest month available from FKAA)

CC Total Payment to FKAA

\$243,913.78

CC Total x 2.5% Fee total cost to KLWTD

\$6,097.84

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

Meeting Date:
January 23, 2024

Agenda Item Number: K-1

Action Required:
No

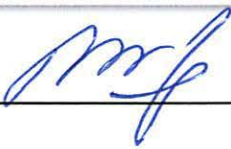
Department:
Field Operations

Sponsor:
Mike Dempsey

Subject:
Field Report - December 2023

Summary:
Mr. Dempsey will present the Field monthly report.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Monthly Report
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 1-18-24
General Manager

Wastewater Field Operations

There were a total of 48 service calls for the month of December, of these 26 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 22 calls.

Date	Address	Incident	Response	KLWTD Issue
12/1/24	201 Sharon PI	The customer reported an odor coming from the Breather in front of Her house.	Tech found that the Buffer Tank was working as it should, simulated it, and could not smell any odor coming from the Breather. (Odor Complaint).	No
12/4/24	209 Aberdeen Ct	Customer reported a possible backup in Her house.	Tech found that the clean-out was clear and dry. Advised the homeowner that She would need to call a plumber. (Homeowner Issue).	No
12/6/24	22 Osprey Dr	The Flovac Monitoring System reported an overwhelmed Pit at this address	Tech found that the rear clamp on the Fernco had come off, Tech replaced the clamp, simulated the Pit, and put it back in service.	Yes
12/6/24	629 Cuda Lane	Customer reported a possible backup in His house.	Tech found that everything was working as it should. Advised the homeowner that He would need to call a plumber. (Homeowner Issue).	No
12/7/24	536 Sound Drive	Customer reported a possible backup in Her house.	Tech found that everything was working as it should. Advised the homeowner that She would need to call a plumber. (Homeowner Issue).	No
12/10/24	209 Pimlico Lane	Customer reported a possible backup in her house	Tech found that everything was working as it should. Advised the Homeowner that She would need to call a plumber. (Homeowner Issue).	No
12/10/24	138 Ocean Shores Dr.	Customer reported a possible back up in Her shower.	Tech found that everything was working as it should. Advised the Homeowner that He would need to call a plumber. (Homeowner Issue).	No

12/11/24	1525 Ocean Bay Dr.	The customer reported that the alarm was going off at His Grinder Pump.	Tech diagnosed that the Grinder Pump was bad. Replaced the Grinder pump, simulated it, and put it back in service.	Yes
12/13/24	1 Beal Hammock Lane	The customer reported that the Grinder Pump alarm was going off.	Tech diagnosed that the Grinder Pump was bad, replaced it, simulated, and put it back in service.	Yes
12/13/24	7 Ocean Dr	The customer reported that the alarm was going off on the Grinder Pump.	Tech diagnosed that the Grinder Pump was bad, and replaced the Grinder Pump. simulated, and put it back in service.	Yes
12/13/24	16 Rainbow Dr	The customer reported that the Grinder Pump alarm was going off.	Tech diagnosed that the Grinder Pump was bad, replaced the Pump, Simulated, and put it back in service.	Yes
12/13/24	101961 O/S Hwy (Rock Star Dance Studio).	Townsend Plumbing reported a possible backup on K.L.W.T.D. side.	Tech simulated the Pit and everything was working as it should. Advised the Plumber that the problem was on the private side and they would need to make repairs. (Homeowner Issue).	No
12/13/24	14 South Dr	The customer called to report that the Breather was making noises.	Tech simulated the Pit and found everything was working as it should. Advised the Customer of the findings.	No
12/18/24	130 Harbor Dr	Customer reported a possible backup.	Tech found that the Pit was working as it should. Advised the Homeowner that He would need to call a plumber. (Homeowner Issue).	No
12/19/24	814 Narragansett Lane	The customer reported that the Breather in front of Her house was damaged.	Tech found that the Breather was knocked over. Tech replaced the damaged pipe, reset the Breather, and reinstalled the Flovac Monitoring System.	Yes
12/20/24	217 West Indies Rd	The customer reported a sewer odor and something leaking into the street.	Tech found that the Cleanouts were dry and could not detect an odor around the Pit. Also simulated the Pit and everything was working as it should. (Odor Complaint).	No

12/22/24	162 Arbor Lane	The customer called to report that the Manhole in front of His house was overflowing into the street.	Tech simulated the Pit and found that the Controller was bad. Replaced the Controller, simulated the Pit, and put it back in service.	Yes
12/22/24	87 Holiday Lane	The customer reported a sewer odor in front of His house.	Tech found that everything was working as should. And Could not detect an odor. (Odor Complaint).	No
12/27/24	71 N Bay Dr	Customer reported a possible backup	Tech found that the Pit was overwhelmed. I simulated the Pit and found that the Fernco was off. Replaced the Fernco, simulated the Pit, and put it back in service.	Yes
12/27/24	92680 O/S HWY	The customer reported that Her Grinder Pump alarm was going off.	Tech simulated the Grinder Pump and found a blockage in the F.M., Jetted the F.M., cleared the blockage, and put the Grinder Pump back in service.	Yes
12/29/24	118 Marina Ave	Customer reported a possible backup.	Tech found that the Customer was trying to empty His R.V. tank into the top of the Pit in front of His house. Advised the Homeowner that it is illegal to dump an R.V. into the K.L.W.T.D. system and they would have to dump it at a dumping station.	No
12/30/24	133 Atlantic Ave	Customer reported a possible backup.	Tech found that the Pit was overwhelmed, simulated, and found the Surge Suppressor was bad. Replaced the Surge Suppressor, simulated, and put it back in service.	Yes

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

Meeting Date:
January 23, 2024

Agenda Item Number: L-1


Action Required:
No

Department: Plant/Facilities Sponsor: Ryan Dempsey

Subject:
Plant/Facilities Report - December 2023

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

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Monthly Report
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 1-18-24
General Manager

Wastewater Treatment Plant Operations

The wastewater treatment plant processed an average of 2.0 million gallons of influent per day (MGD). The Treatment Plant remains in compliance with the Florida Department of Environmental Protection (FDEP) guidelines.

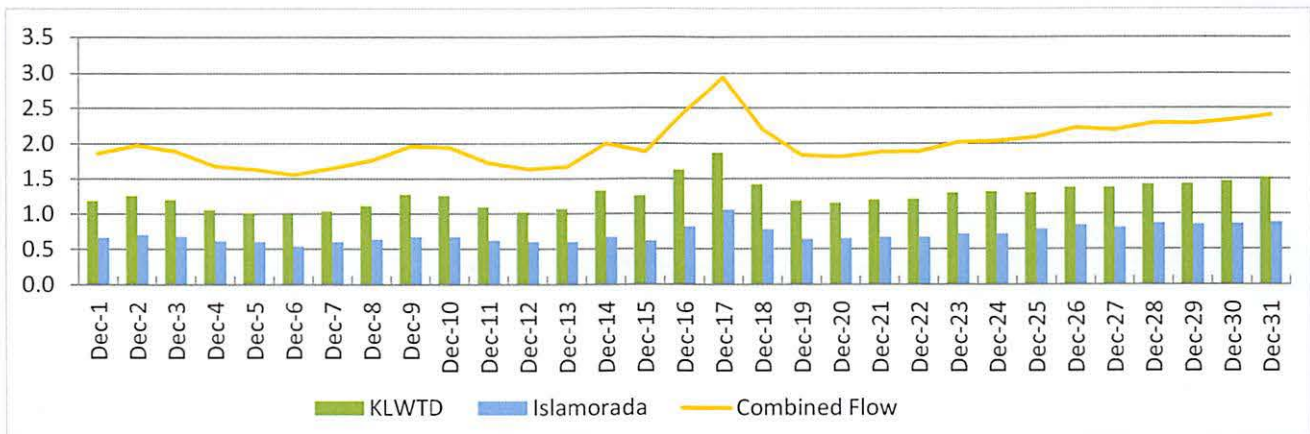
Effluent Quality Reports (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

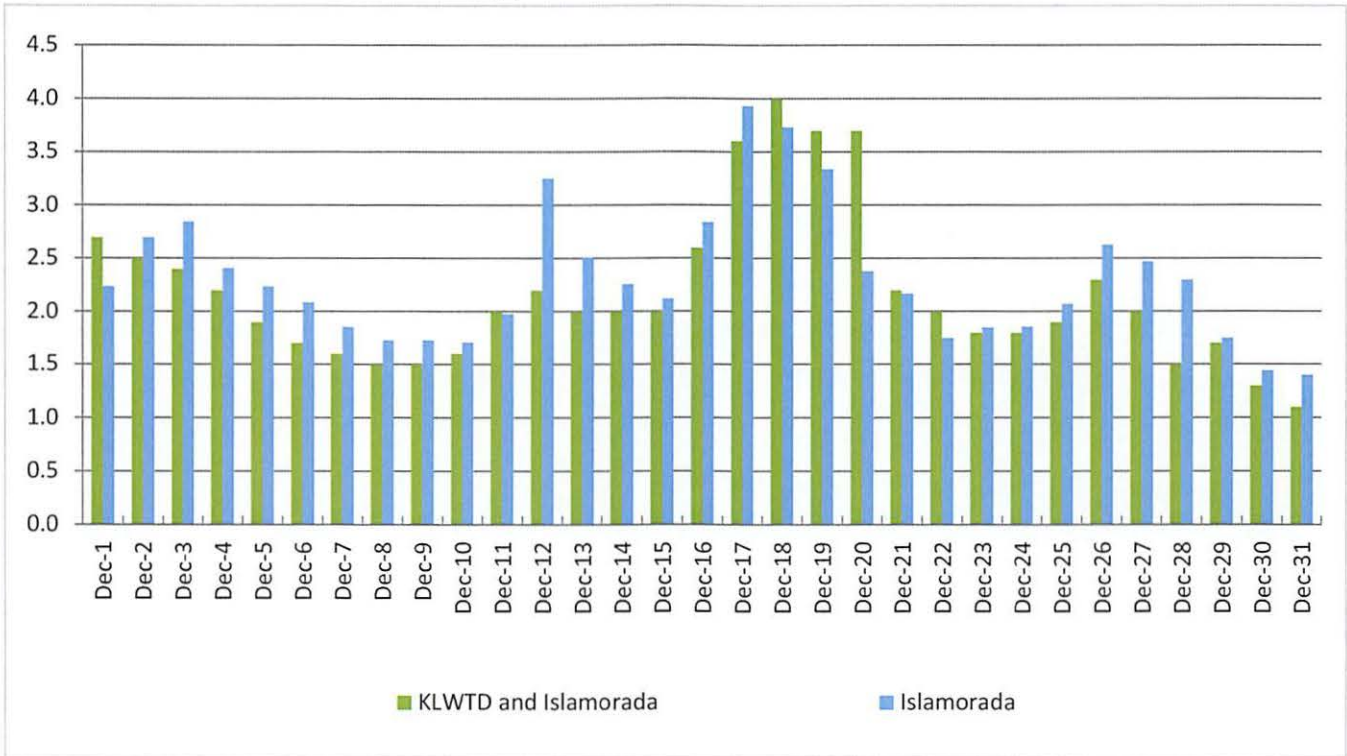
Effluent Quality Report	December 2023 Plant Performance	12 Month Average Plant Performance	Effluent Limits
CBOD5 (Carbonaceous Biochemical Oxygen Demand)	1.5	1.8	5
TSS (Total Suspended Solids)	1.2	1.6	5
TN (Total Nitrogen)	.8	2.7	Report only
TP (Total Phosphorous)	.8	.7	Report only

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: .716 MGD
 Highest Daily Flow: 1.06 MGD
 Monthly Peak Salinity: 3.93 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:
January 23, 2024

Agenda Item Number: M-1

Action Required:
No


Department:
Capital Projects

Sponsor:
Ed Castle

Subject:
Capital Projects Report - December 2023

Summary:
Mr. Castle will present the Capital Projects monthly report.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Monthly Report
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 1-18-24
General Manager

Key Largo Wastewater Treatment District Capital Projects Report

Including updates through December 2023

Current Capital Projects

Project	Amount	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)	
	\$63,951.25	\$376,824.12	\$2,890,024.63	

- The VPS modifications project was awarded to Reynolds Construction in the amount of \$3,155,800.00, following contract price negotiations. During the negotiations the project cost was reduced by \$300,700.00. The reduction in cost is the result of pipe routing changes and sales tax savings. The Agreement and the Notice to Proceed were both executed on May 18, 2023.
- As of November 30th, 2023, Reynolds Construction began staging for the installation of the replacement valves at Vacuum Station I.
- Vacuum Station I was shut down overnight on December 5th for Reynolds to perform the valve replacement.
- Reynolds bored three holes in the South wall of the vacuum station for the new pipes and valves.
- Reynolds continued assembling PVC fittings and preparing stainless steel hardware for the upcoming installations.
- Vacuum Station I was shut down overnight on December 19th for the planned replacement of all effluent valves and installation of an exterior connection to tie into the vacuum line, but was postponed and rescheduled due to a materials deficiency issue. New materials were ordered to fix the issue.
- The new odor control valve was successfully installed overnight on January 4th at Vac Station I.
- Reynolds continued preparing the check valve assemblies for the shutdown and they had a successful installation on January 11th. Reynolds was able to install the correct-sized fittings and solved all issues faced during the December 19th shutdown.

Project	Amount (Anticipated)	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	\$8,082,277.36	\$568,176.00	\$8,650,453.36
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	
	\$468,337.50	\$6,120,932.02	\$2,061,183.84	

- Work was completed in Basins A, B, D, G, and H pending final walk through. Work is continuing with conduit and sensor installations in Basin F.
- 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: 0 installed (Basin not yet started)
 - Basin F: 257 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: 1,449 out of 2,984
 - **Project is 48.56% complete.**
- The remaining 5 of 10 total gateways were installed in the month of November. These were installed at the following locations: County park at Rowell's Marina; in easement at Keys RV Park; in the ROW at Tweedie Pie Road; in the ROW at Ocean Boulevard; and in the ROW at Peace Avenue.
- Construction progress meetings are typically held twice per month. In December, one progress meeting was held on December 12th, 2023. Another meeting was held on January 9th, 2024 with the next progress meeting scheduled for January 30th, 2024.
- Flovac's conduit installation subcontractor is currently working in Basin F according to schedule with Flovac following behind installing monitoring modules.
- Construction continued in Basin F throughout December and into January.

Project	Amount (Anticipated)	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)	
	\$200,847.50	\$1,291,307.92	\$1,758,914.58	

- Reynolds Construction was the low bidder for the Effluent Filtration Upgrades project. After negotiations, the contact was awarded in the amount of \$3,043,820.00.
- In early December, Reynolds continued construction of the concrete platform form work and assembled sections of panels and positioned the platform shoring on the columns.
- The electrical subcontractor worked on routing power to the proposed filter and laying out their electrical conduit to run through the platform slab.
- On December 21st, Reynolds had a concrete pour for the platform slab and removed the formwork on December 29th. In the following days, they did finishing work to smooth out the slab and fix any imperfections
- In early January, Reynolds removed the shoring from the filter platform and continued smoothing the slab and columns.

Project	Amount (Anticipated)	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}	
	\$4,457.50	\$50,708.25	\$335,390.00	

- 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.
- A time-only change order was approved in November, extending the date of substantial completion to January 31, 2024.
- Tropical Underground’s pump station submittals have been approved and the materials have been ordered and received.
- Tropical Underground mobilized materials to the site on January 8th.
- A pre-construction meeting was held on Wednesday, January 10th, 2024 with the Contractor, WEC, and KLWTD.
- On January 11th, Tropical Underground commenced their site work. The crew began by potholing to determine underground conditions and identify any existing conditions that are in discrepancy to the as-built conditions.

Upcoming Construction Projects

Project	Estimated Total Cost	Status
Upgrades of Odor Control at All Vacuum Stations and Upgrade of the Generators at Vac A and Vac D.	\$1,200,000 (Anticipated)	<p>Weiler Engineering has been directed to proceed with this project in phases, with Vacuum Stations A and D being the first phase. The Archdiocese and the District have agreed to having a single appraisal done. All Keys Appraisal met with Mike Dempsey at Vacuum Station A at the end of September to determine the value of the minimum construction area needed and the value of the two whole parcels. 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 scheduled for January 16th to discuss options for purchase or extension of the easement at Vacuum Station A.</p>
Power Conditioning, Lightning Protection & Wiring Upgrades at WWTP	\$3,563,376 (Anticipated)	<p>This project will provide protection from transient surges in power that can damage equipment and potentially cause overflows or inadequate treatment at the WWTP. The project also includes installation of a lightning protection system at the WWTP to further reduce the potential impacts due to electrical surges. Upgrades to the existing power and instrumentation wiring at the WWTP includes moving wiring above-ground to prevent corrosion of conduit and failure of wiring. Use of non-corrosive materials is also being specified. Weiler Engineering's Electrical Engineer conducted a site visit and has begun updates to the electrical design and the specifications for the project. This project is grant funded.</p>
Direct Potable Reuse Demonstration Project	\$1,504,301.25 (Anticipated)	<p>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.</p>

<p>Grinder Pump Lateral Kits Replacement Project</p>	<p>\$590,625.00 (Anticipated)</p>	<p>The District’s FY24 budget includes the Grinder Pump Lateral Kits Replacement Project. 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 types of these check valves and the existing plug valves have been experiencing failures. Additionally, the existing check valves 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.</p>
<p>EQ Tank and Headworks Project</p>	<p>\$4,500,000 (Anticipated)</p>	<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. This reduces the overall footprint of the entire headworks space and has a higher catch rate and efficiency than the existing headworks.</p>
<p>Blower Room Modifications Project</p>	<p>\$250,000 (Anticipated)</p>	<p>The KLWTD staff requests 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 design phase.</p>

Select Photos from Current December Projects



Effluent Filtration Upgrades Project: Concrete pour, top of filter platform



Effluent Filtration Upgrades Project: Filter platform after removal of forms



Vacuum Stations Modifications: West (left) and East (right) pump discharge valves installed at Vac Station I



Vacuum Stations Modifications: All valves installed at Vac Station I

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

Meeting Date:
January 23, 2024

Agenda Item Number: M-2

Action Required:
Yes

Department:
Capital Projects


Sponsor:
Steve Suggs

Subject:
KLWTD Keys Holdings Lift Station Change Order #2 - Time Only Extension

Summary of Discussion:

Attached is the time only extension Change Order for the KLWTD Keys Holdings Lift Station project. This Change Order allows for a new substantial completion date of May 30th, 2024.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Change Order #2
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 1-18-24
General Manager

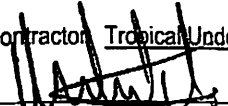

**SECTION 00950
CHANGE ORDER FORM**

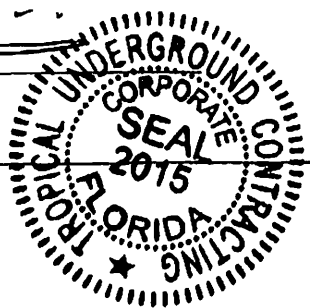
CONTRACTOR ("Contractor"): Tropical Underground Contracting, LLC	CHANGE ORDER No. 2 PROJECT TITLE: KLWTD Keys Holdings Lift Station PROJECT No. 03105.082:210
OWNER: Key Largo Wastewater Treatment District ("Owner" or "District")	ENGINEER: Weiler Engineering 6805 Overseas Hwy Marathon, Florida 33050
DATE OF ISSUE: January 23, 2024	EFFECTIVE DATE: <u>January 23, 2024</u> , contingent upon approval by the District's Board of Commissioners. Contractor shall commence work only after receipt of notification to proceed by the District's Contract Manager.
<p>Description of Work to be Performed: The Contractor is hereby authorized and directed to perform the following Work, generally described as: Time only extension due to scheduling conflicts. Scope of work remains as defined in the Contract Documents. The Contractor shall retain full responsibility and liability for all aspects of the work as defined in the Contract Documents.</p> <p>Reason for Change: To provide a time only extension due to scheduling conflicts.</p> <p>Work to be Performed is more specifically described as: See Contract Documents</p> <p>Attachments: N/A</p> <p align="center">Total Proposed Increase (decrease) in Contract Price and Contract Time for this Change Order</p>	
Increase (decrease) in Contract Price: <p align="center">\$0</p>	Increase (decrease) in Contract Time (Calendar days): <p align="center">120 Days</p>
<p>Acknowledgments:</p> <p>The aforementioned change, and work affected thereby, is subject to and governed by all provisions of the original Agreement and RFP. It is expressly understood and agreed that the approval of this Change Order shall have no effect on the original Agreement, including all GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS, other than matters expressly provided herein.</p> <p>This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Change Order constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order. Owner may require consent of the Contractor's surety, if any, to the terms of this Change Order.</p>	
Original Contract Price: \$375,555.75	Original Contract Time: 180 Days (calendar days or dates)

SUMMARY OF PRIOR CHANGE ORDERS

C-O No.	Description of Change	Change in Contract Price	Change in Contract Time
1	Time-only extension	\$ 0	108 Days
2		\$	Days
3		\$	Days
4		\$	Days
5		\$	Days
6		\$	Days
TOTAL OF ALL PRIOR CHANGES		\$ 0.00	108 Days
CURRENT CONTRACT PRICE AND TIME (Adjusted by Prior Change Orders BUT before adjusting for this Change Order)		\$375,555.75	288 Days
NEW CONTRACT PRICE AND TIME (Adjusted by Prior Change Orders AND this Change Order)		\$375,555.75	408 Days
Original Contract Substantial Completion Date: 10/15/2023		New Contract Substantial Completion Date: 05/30/2024	

APPROVAL AND CHANGE ORDER AUTHORIZATION

<p>Contractor: <u>Tropical Underground Contracting, LLC</u></p> <p> By (Signature)</p> <p><u>Michael Stokes, President</u> (Printed Name and Title of Officer)</p> <p>(Date) <u>1/6/2024</u></p> <p>ATTEST:  (Secretary)</p> <p>(Corporate Seal)</p>	<p>Owner: <u>Key Largo Wastewater Treatment District</u></p> <p>_____ By (Signature)</p> <p><u>Peter Rosasco, General Manager</u> (Printed Name and Title of Officer)</p> <p>(Date) _____</p> <p>ATTEST: _____ District Clerk</p> <p>(Seal)</p>
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Key Largo Wastewater Treatment District Board of Commissioners Meeting Agenda Item Summary

Meeting Date:
January 23, 2024

Agenda Item Number: M-3

Action Required:
Yes

Department:
Capital Projects

Sponsor:
Steve Suggs

Subject:
KLWTD Collection System Monitoring Change Order #3

Summary of Discussion:

Attached is the Change Order #3 for the Collection System Monitoring Project. This Change Order is to bring in the remainder of the contract at \$506,600.00. This includes the Basin C, C905, and remaining restoration quantities. This amount has already been budgeted for and is grant funded.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$ 506,600.00	1. Change Order #3 2. Updated SOV
Administration: _____	Expense	
Finance: _____	Funding Source:	
District Counsel: _____	Grant(s)	
District Clerk: _____	Budgeted:	
Engineering: _____	Yes	

Approved By:  Date: 1-18-24
General Manager

**SECTION 00950
CHANGE ORDER FORM**

CONTRACTOR ("Contractor"): Flovac Inc.	CHANGE ORDER No. 3 PROJECT TITLE: KLWTD Collection System Monitoring Project PROJECT No. 03105.078:130
OWNER: Key Largo Wastewater Treatment District (Owner), or (District)	ENGINEER': Weiler Engineering 6805 Overseas Hwy Marathon, Florida 33050
DATE OF ISSUE: January 23, 2024	EFFECTIVE DATE: January 23, 2024, contingent upon approval by the District's Board of Commissioners.
Description of Work to be Performed: The Contractor is hereby authorized and directed to perform the following Work, generally described as: adding Basin C and Grinder Pump monitoring into the existing contract and additional restoration quantities.	
Reason for Change:	
<p>When the project contract was initially composed, it included all ACOE funded work and excluded Stewardship work which was to be signed as a separate contract after completion of the ACOE sites. However, Flovac's bonding company is requiring the work to be included as a change order to the existing contract rather than a separate contract as planned.</p>	
Attachments: Updated SOV including Basin C and C905 grinder pumps	
Total Proposed Changes in Contract Price and Contract Time for this Change Order	
Increase (decrease) in Contract Price: <p align="center">\$659,596.20</p>	Increase (decrease) in Contract Time (Calendar days): <p align="center">+60 Days</p>
Acknowledgments: <p>The aforementioned change, and work affected thereby, is subject to and governed by all provisions of the original Agreement and RFP. It is expressly understood and agreed that the approval of this Change Order shall have no effect on the original Agreement, including all GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS, other than matters expressly provided herein.</p> <p>This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Change Order constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order. Owner may require consent of the Contractor's surety, if any, to the terms of this Change Order.</p>	
Original Contract Price: \$2,000,000.00	Original Contract Time: 790 Days (calendar days or dates)

SUMMARY OF PRIOR CHANGE ORDERS			
C-O No.	Description of Change	Change in Contract Price	Change in Contract Time
1	Change order No.1. Repair of concrete pads, extension of vent pipes in flood prone areas, and addition of galvanized support rods	\$ 506,600.00	0 Days
2	Change order No.2. Work in Basin A and Basin B	\$ 423,611.36	0 Days
3		\$	Days
4		\$	Days
5		\$	Days
TOTAL OF ALL PRIOR CHANGES		\$ 930,211.36	0 Days
CURRENT CONTRACT PRICE AND TIME (Adjusted by Prior Change Orders BUT before adjusting for this Change Order)		\$2,930,211.36	790 Days
NEW CONTRACT PRICE AND TIME (Adjusted by Prior Change Orders AND this Change Order)		\$3,589,807.56	850 Days
Original Contract Substantial Completion Date: 8/21/2024		New Contract Substantial Completion Date: 10/20/2024	
APPROVAL AND CHANGE ORDER AUTHORIZATION			
Contractor: <u>Flovac, Inc.</u> _____ By (Signature) <u>Mike Pringle, Director of Operations</u> (Printed Name and Title of Officer) _____ (Date)		Owner: <u>Key Largo Wastewater Treatment District</u> _____ By (Signature) <u>Peter Rosasco, General Manager</u> (Printed Name and Title of Officer) (Date)_____	
ATTEST: _____ (Secretary) (Corporate Seal)		ATTEST: _____ District Clerk (Seal)	

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

Meeting Date:
January 23, 2024

Agenda Item Number: M-4

Action Required:
No

Department:
Capital Projects

Sponsor:
Steve Suggs

Subject:
KLWTD Collection System Monitoring Change Order #4

Summary of Discussion:

Attached is the Change Order #4 for the Collection System Monitoring Project for Approval by the Board as well as a memo of recommendation from the EOR. This Change Order is to discuss the options of rebuilding/replacing the collection system valves as they are nearing the end of their manufactured life span. WEC recommends going with the option to have Flovac rebuild the valves with Flovac kits and replacement parts for a total of \$1,499,688.25.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$ 1,499,688.25	1. Change Order #4 2. Memo of Recommendation
Administration: _____	Expense	
Finance: _____	Funding Source:	
District Counsel: _____	Grant(s)	
District Clerk: _____	Budgeted:	
Engineering: _____	No	

Approved By: _____ Date: _____
General Manager

**SECTION 00950
CHANGE ORDER FORM**

<p>CONTRACTOR ("Contractor"): Flovac Inc.</p>	<p>CHANGE ORDER No. 4 PROJECT TITLE: KLWTD Collection System Monitoring Project PROJECT No. 03105.078:130</p>
<p>OWNER: Key Largo Wastewater Treatment District (Owner), or (District)</p>	<p>ENGINEER: Weiler Engineering 6805 Overseas Hwy Marathon, Florida 33050</p>
<p>DATE OF ISSUE: January 23, 2024</p>	<p>EFFECTIVE DATE: January 23, 2024, contingent upon approval by the District's Board of Commissioners.</p>
<p>Description of Work to be Performed: The Contractor is hereby authorized and directed to perform the following Work, generally described as: rebuild of all existing vacuum pit valves using Flovac parts and labor as recommended by EOR in attached memo.</p> <p>Reason for Change:</p> <p>During the construction of the Vacuum Monitoring Project, concerns have been raised about the condition of the existing vacuum pit valves throughout the entire KLWTD collection system. WEC investigated the issue and found the manufacturer life span of the valves is approximately 10-15 years. With completions of the Basins dating between 2006 and 2012, most valves in the system have reached or are expected to reach their life expectancy within the next few years.</p> <p>Due to the existing scope of work being performed by Flovac and their expertise in valves, WEC recommends using Flovac to rebuild and install the valves. Please see the attached memo for further information.</p> <p>Attachments: Price sheet by Flovac for unit cost of the additional work, memo with Engineer's recommendation for valve rebuilds, and SOV for entire project scope.</p> <p align="center">Total Proposed Changes in Contract Price and Contract Time for this Change Order</p>	
<p>Increase (decrease) in Contract Price:</p> <p align="center">\$1,499,688.25</p>	<p>Increase (decrease) in Contract Time (Calendar days):</p> <p align="center">+549 Days</p>
<p>Acknowledgments:</p> <p>The aforementioned change, and work affected thereby, is subject to and governed by all provisions of the original Agreement and RFP. It is expressly understood and agreed that the approval of this Change Order shall have no effect on the original Agreement, including all GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS, other than matters expressly provided herein.</p> <p>This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Change Order constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order. Owner may require consent of the Contractor's surety, if any, to the terms of this Change Order.</p>	
<p>Original Contract Price: \$2,000,000.00</p>	<p>Original Contract Time: 790 Days (calendar days or dates)</p>

SUMMARY OF PRIOR CHANGE ORDERS			
C-O No.	Description of Change	Change in Contract Price	Change in Contract Time
1	Change order No.1. Repair of concrete pads, extension of vent pipes in flood prone areas, and addition of galvanized support rods	\$ 506,600.00	0 Days
2	Change order No.2. Work in Basin A and Basin B	\$ 423,611.36	0 Days
3	Basin C and Grinder Pump Monitoring	\$659,596.20	60 Days
4		\$	Days
5		\$	Days
TOTAL OF ALL PRIOR CHANGES		\$ 1,589,807.56	60 Days
CURRENT CONTRACT PRICE AND TIME (Adjusted by Prior Change Orders BUT before adjusting for this Change Order)		\$3,589,807.56	850 Days
NEW CONTRACT PRICE AND TIME (Adjusted by Prior Change Orders AND this Change Order)		\$5,089,495.81	1399 Days
Original Contract Substantial Completion Date: 8/21/2024		New Contract Substantial Completion Date: 04/22/2026	
APPROVAL AND CHANGE ORDER AUTHORIZATION			
Contractor: <u>Flovac, Inc.</u> _____ By (Signature) <u>Mike Pringle, Director of Operations</u> (Printed Name and Title of Officer) _____ (Date)		Owner: <u>Key Largo Wastewater Treatment District</u> _____ By (Signature) <u>Peter Rosasco, General Manager</u> (Printed Name and Title of Officer) _____ (Date)	
ATTEST: _____ (Secretary) (Corporate Seal)		ATTEST: _____ District Clerk (Seal)	



“Excellence in Engineering”

6805 Overseas Highway
 Marathon, Florida 33050
 (305) 289-4161 ph
 (305) 289-4162 fax

MEMORANDUM

To: KLWTD Board of Commissioners
From: Steve Suggs, P.E.
Date: 1/17/2023
Re: KLWTD Collection System Monitoring – Change Order #3

During the construction of the Vacuum Monitoring Project, concerns have been raised about the condition of the existing vacuum pit valves throughout the entire KLWTD collection system. WEC investigated the issue and found the manufacturer recommended service life of the valves is approximately 10-15 years with lesser life spans possible depending on valve activations as seen in the table below.

Range of Activations per Day	Rebuild Frequency, Years
0 - 25	15
26 - 50	12.5
51 - 75	10
75 -100	7.5
> 100	5

With completion of the Basins dating between 2006 and 2012, most valves in the system have already surpassed their service life or are anticipated to surpass their service life within the next 2 years. The table below shows the basin completion year.

Basin	Year Completed	Age
A	2008	16
B	2009	15
C	2010	14
D	2009	15
KLTV & KLP	2006	18
E	2010	14

F	2010	14
G	2011	13
H	2011	13
I	2012	12
J/k	2012	12

To ensure the longevity of the system and safeguard KLWTD assets, harden the system, and ensure proper operation in the years to come, three options were considered and are presented below.

Option 1:

Rebuilding with Airvac Parts, provided by KLWTD, and Flovac labor

This option involves KLWTD direct purchasing Airvac rebuild kits and rolling diaphragms and providing them to FloVac to install in the valves. FloVac will provide all labor and testing required to rebuild the valves with these parts. The rebuild kit parts are mainly O-rings, gaskets, seals, washers, etc.... In this particular option the direct purchase of the kits may not be grant reimbursable.

- Flovac will rebuild each valve to manufacturer’s specs utilizing a KLWTD supplied Airvac Rebuild Kit.
- Should Flovac find fault in the additional components during rebuild, they will look to utilize the supplemental parts quote and associated quantities to rebuild valve to manufacture specifications. If the valve is found to be beyond repair, Flovac will consult with KLWTD and/or the EOR to source a replacement.
 - See additional inventory quote for prices on replacement parts
- All valves will be rebuilt to the manufacturer’s specifications and will be bench tested in accordance with Flovac’s normal valve testing and include 25 successful dry fires.
- No warranty to be provided by flovac once the valve is installed as they are not the manufacturer of the parts.

Additional Part List				
FV Parts - QU0365				
Item	Description	Unit Price	Quantity	Total
1FL0FV8004	Washer, shaft, stainless steel, valve 3"	\$0.94	2900	\$ 2,726.00
1FL0FV8005	Retainer washer, piston valve 3"	\$9.75	2900	\$ 28,275.00
1FL0FV8008	Plunger, piston, valve 3"	\$24.00	2900	\$ 69,600.00
3FL0FV8011	Lower Housing Valve 3"	\$176.25	725	\$127,781.25
1FL0FV8018	Piston plate, valve 3", black	\$16.13	2900	\$ 46,777.00
1FL0FV8020	Piston cup, valve 3", black	\$19.50	2900	\$ 56,550.00
1FL0FV8023	Spring, valve 3", stainless steel	\$61.88	725	\$ 44,863.00
1FL0FV8024	Valve Top upper housing	\$73.50	725	\$ 53,287.50
1FL0FV8009	Shaft, piston, stainless steel, valve 3"	\$81.38	725	\$ 59,000.50
3FL0FV80010	Wye Body	\$270.00	400	\$108,000.00
1FL0FV80210	Magnet	\$3.25	2900	\$ 9,425.00
TOTAL				\$ 606,285.25

Option 1		
AV Parts FV Labor - QU0365		
Unit Price (FV Labor)	Quantity	Total
\$ 202.36	2900	\$ 586,844.00
AV Parts		
AV Kit		\$ 70.00
AV Diaphragm		\$ 96.00
Quantity		2900
Total		\$ 481,400.00
Option 1		\$ 1,068,244.00
Notes:		
1) Flovac will rebuild all valves to manufacturer specs utilizing the supplied <u>manufacture rebuild kits</u>		
2) No Warranty provided by Flovac once valve is installed		
3) Should Flovac find fault in the additional components during rebuild, they will look to utilize the supplemental parts quote and associated quantities to rebuild valve to manufacture specifications.		

Total Option 1 w Additional Parts	\$ 1,674,529.25
--	------------------------

Option 2:

Rebuilding with FloVac parts and FloVac labor

This option entails FloVac providing the rebuild kits which consist of O-rings washers, etc... and a rolling diaphragm which are the most common parts that fail within the valve. Flovac would provide all labor and parts necessary to complete the work. Please note that there is a **\$174,841.00** savings by using FloVac parts in place of Airvac's parts listed in Option 1. Also please note that this option would put the entire purchase under the contract which is already approved for grant funding unlike a direct purchase of equipment.

- Flovac will rebuild each valve to manufacturer's specs utilizing the Flovac Valve Rebuilt Kit.
- Should Flovac find fault in the additional components during rebuild, they will look to utilize the supplemental parts quote and associated quantities to rebuild valve to manufacture specifications. If the valve is found to be beyond repair, Flovac will consult with KLWTD and/or the EOR to find a replacement.
 - See additional inventory quote for prices on replacement parts.
- Flovac will offer a 1-year mechanical warranty on any Flovac parts replaced.

Additional Part List				
<u>FV Parts - QU0365</u>				
Item	Description	Unit Price	Quantity	Total
1FLOFV8004	Washer, shaft, stainless steel, valve 3"	\$0.94	2900	\$ 2,726.00
1FLOFV8005	Retainer washer, piston valve 3"	\$9.75	2900	\$ 28,275.00
1FLOFV8008	Plunger, piston, valve 3"	\$24.00	2900	\$ 69,600.00
3FLOFV8011	Lower Housing Valve 3"	\$176.25	725	\$127,781.25
1FLOFV8018	Piston plate, valve 3", black	\$16.13	2900	\$ 46,777.00
1FLOFV8020	Piston cup, valve 3", black	\$19.50	2900	\$ 56,550.00
1FLOFV8023	Spring, valve 3", stainless steel	\$61.88	725	\$ 44,863.00
1FLOFV8024	Valve Top upper housing	\$73.50	725	\$ 53,287.50
1FLOFV8009	Shaft, piston, stainless steel, valve 3"	\$81.38	725	\$ 59,000.50
3FLOFV80010	Wye Body	\$270.00	400	\$108,000.00
1FLOFV80210	Magnet	\$3.25	2900	\$ 9,425.00
TOTAL				\$ 606,285.25

Option 2		
FV Parts FV Labor - QU0366		
Unit Price (FV Kit, FV Diaphragm & FV Labor)	Quantity	Total
\$ 308.07	2900	\$ 893,403.00
AV Parts		
FV Kit		INCLUDED IN LABOR COST
FV Diaphragm		
Quantity		
Total		\$ 893,403.00
Option 2		\$ 893,403.00
Notes:		
1) Flovac will rebuild all valves to manufacturer specs utilizing the supplied <u>manufacture rebuild kits</u>		
2) Warranties: 1-year for FV parts replaced		
3) Should Flovac find fault in the additional components during rebuild, they will look to utilize the supplemental parts quote and associated quantities to rebuild valve to manufacture specifications.		
Total Option 2 w Additional Parts		\$ 1,499,688.25

Option 3:

New Flovac Valves:

This option entails full replacement of the valves and wye body within the system. This essentially would be replacing half of the critical components in the vac pit and result in a new “like new” system. The other main component of a pit is the controller which KLWTD staff rebuild regularly. This option would also be grant reimbursable as it would put parts and labor under the approved contract.

- Flovac will remove the old valve, install a new Flovac valve, and dispose of the old valve.
- This includes the completed valve, assembled, and tested.
- Flovac will offer a 5-year mechanical warranty on the replaced piston valve.

Option 3		
New FV Valves w Labor - QU0368		
Unit Price (Valve, Piston & Labor & Y-Body)	Quantity	Total
\$ 1,134.37	2900	\$ 3,289,673.00
Option 2		\$ 3,289,673.00
Notes:		
1) This includes removal of old valve, instllation of new FV valve, & disposal of old vavle		
2) FV offers a 5-year warrenty on replaced valve		
Total Option 3		\$ 3,289,673.00

Summary & Recommendation

A summary of each option's cost can be seen in the table below.

Summary		
Option 1	Total Option 1 w Additional Parts	\$ 1,674,529.25
Option 2	Total Option 2 w Additional Parts	\$ 1,499,688.25
Option 3	Total Option 3	\$ 3,289,673.00

While all three options will result in a better system, WEC recommends that KLWTD proceed with option two compared to options 1 & 3 for the following reasons:

1. Cheapest of the three options
2. Parts and labor will be grant reimbursable
3. All parts and labor provided by one source so any issues will only involve that party.
4. A warranty is offered in option 2 compared to option 1.
5. The valves will effectively have their service life reset as all major wear components will be replaced.
6. All parts being replaced are fairly standard and no major difference can be seen between manufacturers.

Of course, option 3 would result in the newest system, best warranty, and is likely the best option in regard to longevity of the system. However, the increased cost does not seem justified as many of the valves still have components in full working order.

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

Meeting Date:
January 23, 2024

Agenda Item Number: O-1

Action Required:
Yes

Department: Legal
Sponsor: Nicholas Mulick

Subject:
South Cliff Holdings LLC - 95295 Overseas Hwy (Reso. 01-2024)

Summary:

Staff recommends imposing System Impact Charge in the amount of \$112,241.25 and increasing EDU assignment for Southcliff Estates Ak No. 1594008 pursuant to the District's Rules and Regulations, Section 10.01(c).

The SIC charge is the sum of the System Development Charge ("SDC") plus any fees incurred by the District to provide wastewater service.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$ 112,241.25	1. Reso. 01-2024 2. Notice of System Impact Charge 3. Map
Administration: _____	Income	
Finance: _____	Funding Source:	
District Counsel: _____	Parcel Owner	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By: _____
General Manager



Date: 1-18-24

RESOLUTION NO. 01-2024

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE DISTRICT”) IMPOSING A SYSTEM IMPACT CHARGE (“SIC”) FOR THE PROPERTY LOCATED AT 95295 OVERSEAS HIGHWAY, KEY LARGO, FLORIDA, WITH PARCEL IDENTIFICATION NUMBER 00484390-000000; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, South Cliff Holdings LLC, is the owner of real property located at 95295 Overseas Hwy, Key Largo, Florida, with Parcel Identification Number 00484390-000000: The property is legally described in Exhibit “A” attached hereto and made a part hereof by reference (“the Subject Tax Parcel”); and

WHEREAS, upon review of Southcliff Estates development on the Subject Tax Parcel, District staff has determined that it will increase the demand on the District’s wastewater facilities; and

WHEREAS, the District’s Rules and Regulations, Article X, Section 10.01(c), provide that an SIC shall be imposed on new customers and existing customers who modify, add or construct facilities that impose a potential increased demand on the District’s wastewater facilities; and

WHEREAS, staff has recommended that the District’s Board of Commissioners (“the Board”) adopt a Resolution imposing an SIC on the Subject Tax Parcel; and

WHEREAS, the Board has considered the staff’s recommendation at a regularly scheduled meeting of the Board held January 23, 2024

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. *System Impact Charge*. The Board finds that there is good and sufficient cause to impose an SIC in the amount of \$112,241.25

Section 3. *EDU Increase*. The wastewater base charge will be calculated based on 29.0 EDUs.

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

	A YE	N AY
Chairman Rodriquez	_____	_____
Commissioner Heim	_____	_____
Commissioner Maloney	_____	_____
Commissioner Majeska	_____	_____
Commissioner Schwartz	_____	_____

The Chairman thereupon declared this Resolution duly passed and adopted the 23rd day of January, 2024

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: _____
Nicolas Rodriguez, Chairman

Approved to as to form and legal sufficiency:

ATTEST:

By: _____
Nicholas W. Mulick,
General Counsel

By: _____
Shannon McCully, Clerk

SEAL

Exhibit “A”

Legal Description

Parcel Address: 95295 OVERSEAS Hwy, KEY LARGO

Parcel ID: 00484390-000000

Ak# 1594008

Legal Description: The Northwesterly 720 feet of the following described parcel of land: A portion of Tract 6, according to the Plat of Southcliff Estates on Key Largo and recorded in Plat Book 2, Page 45, of the Public Records of Monroe County, Florida, more particularly described as follows: From a P.R.M. at the intersection of the Southeasterly right-of-way line of State Road No. 5 on the Agreed Boundary Line “between Southcliff Estates and K.L. Thompson Property, as shown on Plat recorded in Plat Book 2, Page 67, of the Public Records of Monroe County, Florida, run Southeasterly on said Agreed Line, a distance of 66 feet to the Southeasterly right-of-way line of Old State Road 4A; thence Southwesterly along said Southeasterly right-of-way line, a distance of 330 feet to the Point of Beginning of the parcel hereinafter described; thence continue Southwesterly on last described course, a distance of 100 feet to the Northeasterly side of the subdivision of Sunrise Point, according to the Revised Plat recorded in Plat Book 3, Page 11, of the Public Records of Monroe County, Florida; thence along said Northeasterly side of Sunrise Point in a Southeasterly direction, a distance of 1065 feet, more or less to the shore of the Atlantic Ocean; thence Northeasterly meandering said shore to a point of intersection with a line which is 100 feet Northeasterly from and parallel to the said Northeasterly side of Sunrise Point; thence Northwesterly along said line to the Point of Beginning.



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

January 4, 2024

South Cliff Holdings LLC
1527 Shaw Dr
Key Largo, FL 33037

Re: System Impact Charge - 95295 Overseas Highway, in SOUTHCLIFF ESTATES

Dear Messrs. Riehl and Pla:

Please be advised that the Key Largo Wastewater Treatment District's ("District") Board of Commissioners ("Board") will consider imposing a System Impact Charge ("SIC") for the above-referenced parcel at its regularly scheduled meeting at 4:00PM on Tuesday, January 23, 2024.

The SIC is a charge to customers who construct facilities that impose a potential increased demand on the District's wastewater facilities. The SIC is the sum of the System Development Charge ("SDC"), plus any additional direct or indirect fees incurred by the District to extend service to your parcel.

The construction of 26 dwelling units will result in an increased demand on the central wastewater system which requires the installation of a Buffer Tank. If approved by the Board, the following changes will be made to your account:

EDU Assignment: KLWTD Rules and Regulations provide that each dwelling unit shall be assigned 1 EDU. Your Parcels' EDU assignment, which is used to calculate the SIC, will increase from 3.0 EDUs to 29.0 EDUs (see attachment for calculations).

Additional Fees: You have elected to purchase the materials and install the buffer tank and other necessary infrastructure at your cost which will eliminate the construction costs from the calculation of additional fees. However, during review of your design plans to determine whether they comply with industry and District construction standards, the District's engineer identified several deficiencies that require correction. Revised plans were resubmitted for review several times before final approval. The District incurred a total cost for design plans review of \$7,138.75. (You will receive credit for the \$6,337.50 already paid). According to the District's engineer, the District will incur construction phase engineering expenses of approximately \$2,500.00. The attached table shows the fees incurred to date, plus the estimated fees to be incurred prior to the project's completion and includes credit for the previously paid design review fee.



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

South Cliff Holdings LLC

January 4, 2024

Page Two

Total SIC Amount: Payment of the \$112,241.25 SIC is due in full upon the Board's approval (see attachment for calculations).

Monthly Wastewater Base Charge: The District collects a base charge billed monthly by the Florida Keys Aqueduct Authority of \$27.13 per EDU ($\$27.13 \times 29 \text{ EDUs} = \786.77). This charge does not include the monthly volumetric charge (\$4.26/1,000 gallons). Note, meters coded as Fire or Irrigation are not included in the calculation of the monthly wastewater base charge.

You have the right to appear at the meeting, present evidence, and have witnesses testify on your behalf. If you choose to appear or present evidence, please notify the District Clerk (at 305-451-4019 ext. 210 or Shannon.McCully@klwtd.com) and submit copies of any documents you would like the Board to consider no later than 15 days from the date of this Notice, and/or for confirmation of the Board meeting date.

Sincerely,

By: 

Nicholas W. Mulick, Esq.
KLWTD General Counsel



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

ATTACHMENT

EDU Assignment: KLWTD Rules and Regulations provide that each dwelling unit shall be assigned 1 EDU for a total of 29 EDUs.

ADDITIONAL FEES CALCULATION

Engineer's design review fees invoiced to KLWTD	\$7,138.75
Estimated additional engineering design review fees	\$0.00
Estimated construction phase engineering fees	\$2,500.00
Total estimated design & construction engineering fees	\$9,638.75
Design & construction engineering fees paid to date	(- \$6,337.50)
Remaining design & construction engineering fees balance	\$3,301.25

SIC CALCULATION

EDU increase (29.0 EDUs proposed minus 3.0 EDUs existing)	26.0
SIC (\$4,190/EDU x 26.0 EDUs)	\$108,940.00
Remaining engineering and design fees	\$3,301.25
Total SIC	\$112,241.25



Monroe County, FL



Overview



Legend

- Centerline
- ... Easements
- Hooks
- - Lot Lines
- Road Center
- - Rights of Way
- Shoreline
- [] Condo Building
- Key Names
- Subdivisions
- Parcels

Parcel ID 00484390-000000 Alternate ID 1594008 Owner Address SOUTH CLIFF HOLDINGS LLC
 Sec/Twp/Rng 13/62/38 Class COMMERCIAL 1527 Shaw Dr
 Property Address 95295 OVERSEAS Hwy Key Largo, FL 33037
 KEY LARGO

District 500K
 Brief Tax BK 1 LTS 1 & 2 REVISED PLAT OF SUNRISE POINT PB3-11 & NWLY 720 FEET OF PT TR 6 SOUTHCLIFF ESTS PB2-45 KEY LARGO
 Description OR250-520/22 OR282-209/12 OR412-805/06 OR412-814/15 OR582-936 OR2608-43 OR590-797/98 OR748-740/41C OR795-399
 OR 816-1286/87 OR1250-70/72 OR816-1288/89 OR1250-73/75 OR2520-1633/34R/S OR2520-1635/36R/S OR2520-1637/38R/S
 OR2608-44 OR2787-900 OR2846-1911/12 OR2846-1913/14 OR3093-365 RES#P04-21 OR3097-0018 OR 3114-1849
 (Note: Not to be used on legal documents)

Date created: 1/8/2024
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