



Key Largo Wastewater Treatment District
Board of Commissioner's Meeting
Tuesday, February 6, 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

(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 23, 2024	4
G. GENERAL MANAGER	
1. Florida Keys Day Report	9
H. CUSTOMER SERVICE	
I. IT	
J. BUDGET AND FINANCE	
1. 1st Quarter Fiscal Year 2024 Financial Reports	12
K. FIELD	
L. PLANT/FACILITIES	
M. CAPITAL PROJECTS	

N. ENGINEERING

O. LEGAL

1. Reversal of Waiver - AK NO. 9104495 - 684 North Lake Dr (Reso. 02-2024) 24
A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ("THE DISTRICT") APPROVING THE REQUEST BY TIRSO SIMO AND MARIA SIMO ("THE OWNER(S)") TO REINSTATE WASTEWATER SERVICE TO TAX PARCEL 00549120-000100; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.
2. MJ Wood Proceedings 34

P. COMMISSIONER'S ITEMS

Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date:
February 6, 2024

Agenda Item Number: F-1

Action Required:
Yes

Department: Legal
Sponsor: Nicholas Mulick

Subject:
Minutes of January 23, 2024

Summary:
Staff to present the minutes of January 23, 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: 2-1-24
General Manager



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, January 23, 2024

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Mr. David Ritz 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; Field Manager; Mike Dempsey; Weiler Engineering Ed Castle, Steve Suggs, and Jessica Huff; IT Support Manny Santana

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock; IT Consultants David Soper and Randy Redmond; Lead Plant Operator Jerry Baker

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Mr. Mulick requested the addition of item *O-2 MJ Wood Update*

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

PUBLIC COMMENT (E)

Name and Address
David Ritz, Key Largo

Subject
Spoke against removing the 12,000 Gallon Cap.

APPROVAL OF MINUTES (F)

Minutes of January 9, 2024 (F-1)

Motion: Commissioner Heim made a motion to approve the minutes of January 9, 2024. Commissioner Maloney seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

FY23 Financial Audit Schedule (G-1)

Mr. Rosasco presented the Financial Audit Schedule for 2023. The Board appointed Commissioner Schwartz to meet with the auditor.

Florida Keys Day Flyer (G-2)

Mr. Rosasco presented the Florida Keys Day flyer for 2024.

CUSTOMER SERVICE (H)

Customer Service Report - December 2023 (H-2)

Ms. Fazio presented the Customer Service Report for December 2023.

IT (I)

IT Report - December 2023 (I-1)

Mr. Redmon presented the IT Report for December 2023.

ADA Website PDF Remediation for KLWTD (I-2)

Mr. Soper presented ADA Website PDF Remediation options.

Motion: Commissioner Majeska made a motion to approve the Link2City and 1 year document retention option. Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Majeska – Aye

Commissioner Maloney – Aye

Commissioner Schwartz – Aye

Commissioner Heim – Aye

Chairman Rodriguez – Aye

BUDGET AND FINANCE (J)

Budget and Finance Report - December 2023 (J-1)

Ms. Fazio presented the Budget and Finance Report for December 2023.

FIELD (K)

Field Report - December 2023 (K-1)

Mr. Dempsey presented the Field Report for December 2023.

PLANT/FACILITIES (L)

Plant/Facilities Report -December 2023 (L-1)

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

CAPITAL PROJECTS (M)

Capital Projects Report - December 2023 (M-1)

Ms. Huff presented the Capital Projects Report for December 2023.

KLWTD Keys Holding Lift Station Change Order #2 - Time Only Extension (M-2)

Mr. Suggs presented Change Order #2 for the Keys Holding Lift Station Project for approval.

Motion: Commissioner Maloney made a motion to approve Change Order #2. Commissioner Heim seconded the motion.

Vote on Motion:

Commissioner Maloney – Aye

Commissioner Heim – Aye

Commissioner Schwartz – Aye

Commissioner Majeska – Aye

Chairman Rodriguez – Aye

KLWTD Collection System Monitoring Change Order #3 (M-3)

Mr. Suggs presented Change Order #3 for the Collection System Monitoring Project for

approval.

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

Vote on Motion:

Commissioner Maloney – Aye
Commissioner Majeska – Aye
Commissioner Schwartz – Aye
Commissioner Heim – Aye
Chairman Rodriguez – Aye

KLWTD Collection System Monitoring Change Order #4 (M-4)

Mr. Suggs presented Change Order #4 for the Collection System Monitoring Project for approval.

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

Vote on Motion:

Commissioner Heim – Aye
Commissioner Maloney – Aye
Commissioner Schwartz – Aye
Commissioner Majeska – Aye
Chairman Rodriguez – Aye

ENGINEERING (N)

No Report in agenda.

LEGAL REPORT (O)

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

Mr. Mulick presented Resolution 01-2024.

Motion: Commissioner Heim made a motion to adopt Resolution 01-2024. Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Heim – Aye
Commissioner Maloney – Aye
Commissioner Schwartz – Aye
Commissioner Majeska – Aye
Chairman Rodriguez – Aye

MJ Wood Update (O-2)

Mr. Mulick updated the Board on the status of the MJ Wood matter.

COMMISSIONER ITEMS (P)

No report in agenda.

ROUNDTABLE DISCUSSION (Q)

No report in agenda.

ADJOURNMENT (R)

The meeting was adjourned at 6:07 pm.

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk

Seal _____

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

Meeting Date:
February 6, 2024

Agenda Item Number: G-1

Action Required:
No

Department:
General Manager

Sponsor:
Peter Rosasco

Subject:
Florida Keys Day Report

Summary:
Mr. Rosasco will give a report on Florida Keys Day 2024.

Reviewed / Approved!

Financial Impact

Attachments

Operations: _____
Administration: _____
Finance: _____
District Counsel: _____
District Clerk: _____
Engineering: _____

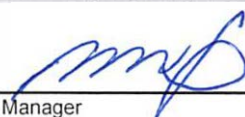
\$

Funding Source:
N/A

Budgeted:
N/A

- 1. Florida Keys Day Pictures
- 2. Florida Keys Day Agenda

Approved By: _____
General Manager



Date: 2-1-24

Meeting with Senator Rodriguez

Florida Keys Day 2024



Florida Keys Day Reception



Florida Keys Day 2024

January 24-26, 2024

Wednesday, January 24, 2024

Temperature Expected: High 78, Low 65 degrees rainy, partly cloudy

Noon Lunch meeting with Monroe County Mayor Holly Merrill-Raschein

5:00-7:00 pm Welcome Reception
The Egg Cafe & Eatery
300 S Duval St (Kleman Plaza)

6:30 pm Hayward House Bistro
228 South Adams Street Reservations for 8 (resy.com)

Thursday, January 25, 2024

Temperature Expected: High 73, low 65 degrees cloudy with rain

9:00 am - 11:30 am
Meetings with Executive and Legislative Branch Leaders
116 Knott Building, The Capitol

11:45 am
Picture with Speaker Renner
House Chamber, The Capitol

12:30 pm
Meeting with Senate Environment and Natural Resources Staff
325 Knott Building

1:40 pm
Meeting with Senator Ana Maria Rodriguez
309 SOB

5:00-7:00 pm
Florida Keys Day Reception
22nd FL, The Capitol

7:30 pm
Dinner at The Huntsman (reservation for 6)
320 E. Tennessee St

Friday, January 26, 2024

Return to Monroe County- back to warmth and beauty

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

Meeting Date:
February 6, 2024

Agenda Item Number: J-1

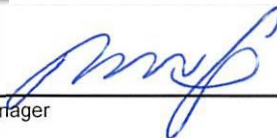
Action Required:
No

Department: Budget and Finance Sponsor: Peter Rosasco

Subject:
1st Quarter Fiscal Year 2024 Financial Reports

Summary of Discussion:
The 1st Qtr FY24 financial reports will be presented to the board.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Stmt of Net Position/Balance Sheet at 12/31/23
Administration: _____		
Finance: _____	Funding Source:	2. Revenue & Expenditure Report at 12/31/23
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 2-1-24
General Manager



KLWTD STATEMENT OF NET POSITION / BALANCE SHEET
Period Ending 12/31/2023

GL Number	Description	Balance
Fund 401 - GENERAL FUND		
*** Assets ***		
Cash		
1	401-0000-101.000.11 First State Bank Acct-3292	2,518,688.38
2	401-0000-101.000.14 Centennial Gen Op 1084	14,537,201.05
3	401-0000-101.000.15 Centennial Payroll 1092	243,428.06
4	401-0000-101.000.16 Centennial Debt Svc 1108	2,221,235.05
5	401-0000-101.000.17 Centennial R&R 1116	12,897,106.55
	Cash	32,417,659.09
Accounts Receivable		
6	401-0000-115.000.01 Accounts Receivable	34,926.99
7	401-0000-131.000.00 Due From Other Governments	4,000,710.09
8	401-0000-131.000.02 Due From Monroe County ILA	3,899,589.40
	Accounts Receivable	7,935,226.48
Fixed Assets		
9	401-0000-162.900.00 Buildings	4,172,358.17
10	401-0000-166.900.00 Equipment & Furniture - Office & Field	105,516.94
11	401-0000-166.900.01 Equipment & Furniture - Computer	399,532.33
12	401-0000-166.900.02 Equipment & Furniture - Tools	169,241.53
13	401-0000-166.900.03 Equipment & Furniture - Plant Office/Lab	6,514.20
14	401-0000-166.900.04 Equipment & Furniture - Main Office	46,227.30
15	401-0000-166.900.05 Equipment & Furniture - Plant Equipment	876,355.34
16	401-0000-170.900.00 Collection Facilities	116,593,204.53
17	401-0000-170.900.01 Treatment Facilities	42,905,856.00
18	401-0000-170.900.03 Vehicles	510,798.26
19	401-0000-170.950.00 Accumulated Depreciation	(57,590,587.78)
	Fixed Assets	108,195,016.82
Other Assets		
20	401-0000-155.000.00 Prepaid Insurance	11,593.57
21	401-0000-155.000.01 Prepaid Assets	31,198.14
22	401-0000-156.000.00 Deposits	58,295.00
23	401-0000-161.900.00 Land	2,012,494.19
24	401-0000-169.900.00 Construction In Progress	7,790,790.15
	Other Assets	9,904,371.05
	Total Assets	158,452,273.44

*** Liabilities ***

Accounts Payable

25	401-0000-202.000.00	Accounts Payable	627,468.54
		Accounts Payable	627,468.54

Liabilities-ST

26	401-0000-205.000.00	Retainage Payable	88,302.53
27	401-0000-215.000.00	Accrued Interest Payable	45,937.12
28	401-0000-216.000.00	Accrued Payroll	34,098.20
29	401-0000-217.000.01	Accrued Taxes Payable	12,428.89
30	401-0000-229.000.00	Health & Optional Withholdings	13,338.21
31	401-0000-231.000.00	Workers Compensation Insurance	3,444.54
		Liabilities-ST	197,549.49

Liabilities-LT (over 1 year)

32	401-0000-203.900.00	SRF Loan - KLNC 01P	8,611,738.33
		Liabilities-LT (over 1 year)	8,611,738.33

Other Liabilities

33	401-0000-210.900.00	Accrued Compensated Absences	112,636.63
34	401-0000-237.000.00	Other Post Empl Benefit (OPEB) Liability	30,534.00
35	401-0000-237.000.01	Deferred Inflows of Resources-OPEB	82,503.00
		Other Liabilities	225,673.63

		Total Liabilities	9,662,429.99
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*** Fund Balance ***

	Ending Fund Balance	148,789,843.45
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KLWTD UNAUDITED REVENUE AND EXPENDITURE REPORT PERIOD ENDING 12/31/2023

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>YTD BALANCE 12/31/2023</u>	<u>2023-24 ADOPTED BUDGET</u>	<u>% BDGT USED</u>
Fund 401 - GENERAL				
Revenues				
Dept 0000 - Non-Departmental				
1	401-0000-325.100.00 Non Ad Valorem Assessments	2,533,011.35	3,203,238.00	79.08
2	401-0000-343.500.00 Wastewater Service Revenue	1,776,016.45	7,600,000.00	23.37
3	401-0000-343.550.01 Islamorada Wastewater Flow Revenue	213,913.95	1,300,000.00	16.45
4	401-0000-343.550.02 Salinity Surcharge - Islamorada	31,015.19	0.00	100.00
5	401-0000-343.550.03 Islamorada Insurance Surcharge	0.00	55,000.00	0.00
6	401-0000-343.600.00 Monroe County ILA	0.00	2,125,000.00	0.00
7	401-0000-361.100.00 Interest Income	338,873.39	900,000.00	37.65
8	401-0000-369.900.00 Miscellaneous Revenues	8,120.45	50,000.00	16.24
Total Dept 0000 - Non-Departmental		4,900,950.78	15,233,238.00	32.17
Dept 5900 - CAPITAL IMPROVEMENTS				
9	401-5900-325.100.01 SDC Prepayments	20,966.99	40,000.00	52.42
10	401-5900-334.350.01 ACOE Grant Revenue	0.00	2,000,000.00	0.00
11	401-5900-334.350.02 Stewardship Grant	3,343,771.21	9,627,886.00	34.73
12	401-5900-389.000.00 Cash on Hand	0.00	(378,095.00)	0.00
13	401-5900-389.000.01 Planned Use of Reserves	0.00	2,695,558.00	0.00
Total Dept 5900 - CAPITAL IMPROVEMENTS		3,364,738.20	13,985,349.00	24.06
TOTAL REVENUES		8,265,688.98	29,218,587.00	28.29
Expenditures				
Dept 0000 - Non-Departmental				
14	401-0000-581.000.01 Transfer to Repair & Replacement Fund	0.00	1,200,000.00	0.00
15	401-0000-581.000.04 Insurance Reserves - Self Insurance	0.00	1,500,000.00	0.00
16	401-0000-720.000.00 Debt Service Transfer	0.00	1,558,961.00	0.00
Total Dept 0000 - Non-Departmental		0.00	4,258,961.00	0.00
Dept 5130 - ADMINISTRATIVE				
17	401-5130-110.000.00 Payroll-Board Meeting Compensation	16,128.93	66,740.00	24.17
18	401-5130-120.000.00 Payroll-Administration	130,198.82	532,352.00	24.46
19	401-5130-210.000.00 Payroll Taxes	10,948.21	45,830.00	23.89
20	401-5130-220.000.00 Retirement Contributions	5,216.28	35,945.00	14.51

	<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>YTD BALANCE</u>	<u>2023-24</u>	<u>% BDGT</u>
			<u>12/31/2023</u>	<u>ADOPTED BUDGET</u>	<u>USED</u>
21	401-5130-230.000.00	Group Health Premiums	15,984.28	75,429.00	21.19
22	401-5130-230.001.00	Employee Benefit Administration Fees	0.00	500.00	0.00
23	401-5130-230.002.00	Group Life Insurance	205.50	924.00	22.24
24	401-5130-240.000.00	Workers Compensation Insurance	382.20	1,800.00	21.23
25	401-5130-250.000.00	Unemployment Compensation	0.00	10,000.00	0.00
26	401-5130-311.000.00	Professional Services: Website & Misc.	600.00	6,700.00	8.96
27	401-5130-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	588.25	1,500.00	39.22
28	401-5130-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	0.00	3,000.00	0.00
29	401-5130-311.000.03	Prof. Svcs: Managed IT Services	5,100.00	23,100.00	22.08
30	401-5130-311.000.05	Professional Svcs: NWPS 457(b) Admin Fee	0.00	3,500.00	0.00
31	401-5130-311.000.07	Professional Svcs: IT Security Svcs	5,520.00	30,000.00	18.40
32	401-5130-311.000.11	Professional Services: Safety Training	475.00	0.00	100.00
33	401-5130-311.000.14	Professional Svcs: Mobile Device Mgmt	1,020.00	3,060.00	33.33
34	401-5130-311.002.00	Professional Svcs: FKA Billing Services	24,059.80	300,000.00	8.02
35	401-5130-311.003.00	Professional Svcs: Tax Collector Fees	0.00	11,000.00	0.00
36	401-5130-311.005.00	Professional Svcs: Tax Roll Svc	0.00	1,700.00	0.00
37	401-5130-311.006.00	Professional Svcs: Engineering	560.00	10,000.00	5.60
38	401-5130-312.000.01	Professional Svcs: Lobbyists-Henderson	15,000.00	60,100.00	24.96
39	401-5130-312.000.02	Professional Svcs: Lobbyists-Hicks	11,250.00	45,000.00	25.00
40	401-5130-313.001.13	Professional Svcs: Legal-General Counsel	24,052.50	96,210.00	25.00
41	401-5130-313.001.14	Professional Svcs: Legal-Outside Counsel	0.00	10,000.00	0.00
42	401-5130-320.000.01	Professional Svcs: Accounting/Audit Svcs	500.00	34,000.00	1.47
43	401-5130-320.000.02	Professional Svcs: Finance Director	13,500.00	86,589.00	15.59
44	401-5130-320.000.03	Professional Svcs: General Manager Svcs.	23,666.66	151,798.00	15.59
45	401-5130-341.000.02	BSA Software	19,883.00	23,100.00	86.07
46	401-5130-341.000.04	GIS Services (ESRI)	0.00	10,200.00	0.00
47	401-5130-341.000.05	Email Applications/Microsoft/Google Apps	6,056.76	16,000.00	37.85
48	401-5130-341.000.11	Document Management (M-Files)	1,225.00	2,500.00	49.00
49	401-5130-400.000.01	General Manager Travel & Training	2,321.25	12,000.00	19.34
50	401-5130-400.000.02	Clerk Travel & Training	0.00	2,500.00	0.00
51	401-5130-400.000.03	Other Travel & Training	6,080.63	20,000.00	30.40
52	401-5130-410.000.02	Advanced Cellular Svc / AT&T FirstNet	1,397.58	5,500.00	25.41
53	401-5130-410.000.04	Internet (Comcast & AT&T)	1,538.22	6,300.00	24.42
54	401-5130-410.000.05	Telephones (AT&T)	1,438.35	900.00	159.82
55	401-5130-410.000.07	VOIP	726.00	3,600.00	20.17
56	401-5130-410.000.08	GPS / Fleet Services	58.50	275.00	21.27
57	401-5130-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	129.99	7,000.00	1.86
58	401-5130-411.000.03	IT: Software and Software Upgrades	2,160.33	16,500.00	13.09
59	401-5130-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	3,976.95	17,000.00	23.39
60	401-5130-420.000.00	Postage & Delivery Expense	881.07	2,700.00	32.63
61	401-5130-430.000.00	Water (Utility)-District Office	101.64	500.00	20.33
62	401-5130-432.000.00	Facility Cleaning	5,040.00	19,000.00	26.53
63	401-5130-432.001.00	Solid Waste	276.84	1,700.00	16.28
64	401-5130-435.000.00	Electricity	872.84	4,400.00	19.84
65	401-5130-440.000.00	Rents & Leases	0.00	1,000.00	0.00

GL NUMBER	DESCRIPTION	YTD BALANCE	2023-24	% BDGT	
		12/31/2023	ADOPTED BUDGET	USED	
66	401-5130-450.000.00	Insurance (excluding W-Comp & Health)	348,118.31	425,923.00	81.73
67	401-5130-460.000.01	Repairs & Maintenance: Grounds Keeping	825.00	3,000.00	27.50
68	401-5130-460.000.02	Repairs & Maintenance: Vehicles	227.21	200.00	113.61
69	401-5130-460.000.04	Repairs & Maintenance: Bldgs & Equip	6,890.72	9,200.00	74.90
70	401-5130-470.000.00	Copier	1,444.36	7,260.00	19.89
71	401-5130-480.000.00	Advertisements	392.81	5,000.00	7.86
72	401-5130-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
73	401-5130-492.000.00	Bank Fees	0.00	500.00	0.00
74	401-5130-510.000.01	Office Supplies	2,362.76	12,000.00	19.69
75	401-5130-510.000.02	Printings	247.55	3,000.00	8.25
76	401-5130-510.000.03	Office Furnishings	468.99	2,500.00	18.76
77	401-5130-520.000.01	Employee Clothing/Uniforms	0.00	1,200.00	0.00
78	401-5130-520.007.00	Regulatory, Permit & Recording Fees	419.46	1,000.00	41.95
79	401-5130-520.010.02	Fuel: Vehicles	110.38	1,000.00	11.04
80	401-5130-521.000.00	Board: Travel, Admin, Office Supplies	2,328.15	6,000.00	38.80
81	401-5130-540.000.02	Clerk Dues	0.00	350.00	0.00
82	401-5130-540.000.03	Other Dues and Subscriptions	4,999.55	5,000.00	99.99
83	401-5130-645.000.00	Capital Outlay: IT Equipment	0.00	6,000.00	0.00
Total Dept 5130 - ADMINISTRATIVE			727,956.63	2,310,585.00	31.51

Dept 5351 - PLANT

84	401-5351-120.000.00	Payroll-Plant	115,573.54	476,912.00	24.23
85	401-5351-210.000.00	Payroll Taxes	8,658.29	36,484.00	23.73
86	401-5351-220.000.00	Retirement Contributions	4,077.13	27,304.00	14.93
87	401-5351-230.000.00	Group Health Premiums	19,552.45	75,429.00	25.92
88	401-5351-230.002.00	Group Life Insurance	123.30	494.00	24.96
89	401-5351-240.000.00	Workers Compensation Insurance	2,520.91	11,000.00	22.92
90	401-5351-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	339.84	1,600.00	21.24
91	401-5351-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	0.00	6,000.00	0.00
92	401-5351-311.000.03	Prof. Svcs: Managed IT Services	5,100.00	23,100.00	22.08
93	401-5351-311.000.11	Professional Services: Safety Training	655.00	1,000.00	65.50
94	401-5351-311.006.00	Professional Services: Engineering	13,612.50	75,000.00	18.15
95	401-5351-311.006.01	Engineering: Islamorada Misc Engineering	0.00	10,000.00	0.00
96	401-5351-400.000.00	Training, Education & Travel	285.43	5,000.00	5.71
97	401-5351-410.000.02	Advanced Cellular Svc / AT&T FirstNet	240.93	1,000.00	24.09
98	401-5351-410.000.04	Internet (Comcast & AT&T)	1,538.22	6,300.00	24.42
99	401-5351-410.000.05	Telephones (AT&T)	2,485.58	10,120.00	24.56
100	401-5351-410.000.08	GPS / Fleet Services	58.50	275.00	21.27
101	401-5351-410.000.09	Radios / P25 MCSO Agreement	0.00	750.00	0.00
102	401-5351-410.000.10	Plant Gate Data Service	173.85	750.00	23.18
103	401-5351-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	355.96	5,000.00	7.12
104	401-5351-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	3,296.22	13,500.00	24.42
105	401-5351-420.000.00	Postage & Delivery Expense	6,424.31	28,000.00	22.94
106	401-5351-430.000.00	Water- Plant	1,117.53	5,000.00	22.35

	<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>YTD BALANCE</u>	<u>2023-24</u>	<u>% BDGT</u>
			<u>12/31/2023</u>	<u>ADOPTED BUDGET</u>	<u>USED</u>
107	401-5351-432.000.00	Facility Cleaning	1,080.00	4,500.00	24.00
108	401-5351-432.001.00	Solid Waste	2,095.21	12,000.00	17.46
109	401-5351-435.000.00	Electricity - Plant	91,367.53	465,000.00	19.65
110	401-5351-440.000.00	Rents & Leases	0.00	7,000.00	0.00
111	401-5351-460.000.01	Repairs & Maintenance: Grounds Keeping	0.00	6,000.00	0.00
112	401-5351-460.000.02	Repairs & Maintenance: Vehicles	0.00	1,000.00	0.00
113	401-5351-460.000.03	Repairs & Maintenance: Equipment	20,857.82	340,000.00	6.13
114	401-5351-460.000.04	Repairs & Maintenance: Buildings	1,942.91	40,000.00	4.86
115	401-5351-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
116	401-5351-510.000.01	Office Supplies	674.60	2,800.00	24.09
117	401-5351-510.000.03	Office Furnishings	0.00	1,500.00	0.00
118	401-5351-511.000.00	Safety Supplies	74.53	3,500.00	2.13
119	401-5351-520.000.00	Employee Uniforms / Clothing	120.90	1,500.00	8.06
120	401-5351-520.001.00	Lab Services (sample analysis)	10,450.00	50,000.00	20.90
121	401-5351-520.002.00	Sludge Handling	175,314.29	800,000.00	21.91
122	401-5351-520.003.00	Chemicals	179,583.14	870,000.00	20.64
123	401-5351-520.004.00	Lab Supplies	10,153.25	30,000.00	33.84
124	401-5351-520.005.00	Supplies & Tools (plant operations)	2,020.58	12,000.00	16.84
125	401-5351-520.006.00	Immunizations	0.00	1,200.00	0.00
126	401-5351-520.007.00	Regulatory/ Permit Fees	0.00	1,000.00	0.00
127	401-5351-520.010.01	Fuel: Equipment	0.00	1,000.00	0.00
128	401-5351-520.010.02	Fuel: Vehicles	125.98	1,000.00	12.60
129	401-5351-520.010.03	Fuel: Generators	0.00	5,500.00	0.00
130	401-5351-540.000.00	Dues & Subscriptions	0.00	400.00	0.00
131	401-5351-645.000.00	Capital Outlay - Computer Equipment	0.00	5,000.00	0.00
Total Dept 5351 - PLANT			682,050.23	3,483,918.00	19.58
Dept 5352 - FIELD					
132	401-5352-120.000.00	Payroll-Field	316,884.87	1,252,382.00	25.30
133	401-5352-210.000.00	Payroll Taxes	24,004.04	95,807.00	25.05
134	401-5352-220.000.00	Retirement Contributions	12,593.87	73,127.00	17.22
135	401-5352-230.000.00	Group Health Premiums	45,554.11	201,145.00	22.65
136	401-5352-230.002.00	Group Life Insurance	295.55	1,344.00	21.99
137	401-5352-240.000.00	Workers Compensation Insurance	6,538.14	27,000.00	24.22
138	401-5352-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	2,003.76	2,500.00	80.15
139	401-5352-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	0.00	17,000.00	0.00
140	401-5352-311.000.03	Prof. Svcs: Managed IT Services	5,100.00	23,100.00	22.08
141	401-5352-311.000.11	Professional Services: Safety Training	865.00	2,500.00	34.60
142	401-5352-311.006.00	Professional Services: Engineering	9,343.16	75,000.00	12.46
143	401-5352-311.006.01	Sea Level Rise Engineering Fees	0.00	20,000.00	0.00
144	401-5352-341.000.06	GPServ/Trimble	30.37	4,100.00	0.74
145	401-5352-341.000.13	GIS Upgrade	19,206.50	46,440.00	41.36
146	401-5352-400.000.00	Training, Education & Travel	1,040.89	11,000.00	9.46
147	401-5352-410.000.02	Advanced Cellular Svc / AT&T FirstNet	1,710.51	7,000.00	24.44

	<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>YTD BALANCE</u>	<u>2023-24</u>	<u>% BDGT</u>
			<u>12/31/2023</u>	<u>ADOPTED BUDGET</u>	<u>USED</u>
148	401-5352-410.000.04	Internet (Comcast & AT&T)	4,491.30	18,000.00	24.95
149	401-5352-410.000.05	Telephones (AT&T)	7,902.86	6,500.00	121.58
150	401-5352-410.000.08	GPS / Fleet Services	647.40	2,800.00	23.12
151	401-5352-410.000.09	Radios / P25 MCSO Agreement	0.00	3,750.00	0.00
152	401-5352-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	0.00	6,000.00	0.00
153	401-5352-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	4,113.51	16,500.00	24.93
154	401-5352-430.000.01	Water- Vac Station A	75.17	450.00	16.70
155	401-5352-430.000.02	Water- Vac Station D	101.44	350.00	28.98
156	401-5352-430.000.03	Water- Vac Station F	65.42	350.00	18.69
157	401-5352-430.000.04	Water- Vac Station G	80.79	450.00	17.95
158	401-5352-430.000.05	Water- Vac Station I - house	89.43	350.00	25.55
159	401-5352-430.000.06	Water- Vac Station I & Office	178.78	800.00	22.35
160	401-5352-430.000.07	Water- Vac Station JK	173.39	650.00	26.68
161	401-5352-430.000.09	Water- Humpty Dumpty	63.27	300.00	21.09
162	401-5352-430.000.10	Water- Harborage	63.51	300.00	21.17
163	401-5352-430.000.12	Water- Peter Pan	63.44	300.00	21.15
164	401-5352-432.000.00	Facility Cleaning	2,480.00	11,000.00	22.55
165	401-5352-432.001.00	Solid Waste	655.52	2,500.00	26.22
166	401-5352-435.000.01	Electricity- Vac Station A	17,727.07	75,000.00	23.64
167	401-5352-435.000.02	Electricity- Vac Station D	18,007.47	75,000.00	24.01
168	401-5352-435.000.03	Electricity- Vac Station E	11,647.41	60,000.00	19.41
169	401-5352-435.000.04	Electricity- Vac Station F	402.20	2,500.00	16.09
170	401-5352-435.000.05	Electricity- Vac Station G	5,793.23	43,000.00	13.47
171	401-5352-435.000.06	Electricity- Vac Station I	2,725.60	12,000.00	22.71
172	401-5352-435.000.07	Electricity- Vac Station I - house	414.34	3,000.00	13.81
173	401-5352-435.000.08	Electricity- Vac Station I - office	361.15	2,000.00	18.06
174	401-5352-435.000.09	Electricity- Vac Station JK	14,688.13	55,000.00	26.71
175	401-5352-435.000.11	Electricity- Humpty Dumpty	156.30	1,000.00	15.63
176	401-5352-435.000.12	Electricity- Harborage	228.69	1,200.00	19.06
177	401-5352-435.000.13	Electricity-Coastal WW/Largo Pk Lift Sta	256.30	1,200.00	21.36
178	401-5352-435.000.14	Electricity-Peter Pan/Tweedy Pie	157.31	800.00	19.66
179	401-5352-440.000.00	Rents & Leases	0.00	5,000.00	0.00
180	401-5352-460.000.01	Repairs & Maintenance: Grounds Keeping	3,300.00	15,000.00	22.00
181	401-5352-460.000.02	Repairs & Maintenance: Vehicles	9,718.23	15,000.00	64.79
182	401-5352-460.000.03	Repairs & Maintenance: Equipment	71,839.15	160,000.00	44.90
183	401-5352-460.000.04	Repairs & Maintenance: Buildings	6,814.59	20,000.00	34.07
184	401-5352-460.000.05	Repairs & Maintenance: Collection System	13,297.23	100,000.00	13.30
	401-5352-460.000.05-CS				
185	SEWER	Repairs & Maintenance: Coll Sys/Cust Svc	1,190.00	2,000.00	59.50
186	401-5352-460.000.08	Grinder Pump Monitoring	400.00	4,000.00	10.00
187	401-5352-470.000.00	Copier	377.46	1,980.00	19.06
188	401-5352-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
189	401-5352-510.000.01	Office Supplies	200.95	2,500.00	8.04
190	401-5352-510.000.03	Office Furnishings	484.48	3,000.00	16.15
191	401-5352-511.000.00	Safety Supplies	1,047.02	6,000.00	17.45

	<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>YTD BALANCE</u> <u>12/31/2023</u>	<u>2023-24</u> <u>ADOPTED BUDGET</u>	<u>% BDGT</u> <u>USED</u>
192	401-5352-520.000.00	Employee Uniforms / Clothing	0.00	3,200.00	0.00
193	401-5352-520.005.00	Supplies and Tools (field operations)	18,056.23	46,004.00	39.25
194	401-5352-520.006.00	Immunizations	0.00	1,500.00	0.00
195	401-5352-520.010.01	Fuel: Equipment	226.68	2,000.00	11.33
196	401-5352-520.010.02	Fuel: Vehicles	9,048.87	40,000.00	22.62
197	401-5352-520.010.03	Fuel: Generators	0.00	8,500.00	0.00
198	401-5352-540.000.00	Dues & Subscriptions	0.00	100.00	0.00
199	401-5352-645.000.00	Capital Outlay - Computer Equipment	0.00	7,000.00	0.00
	Total Dept 5352 - FIELD		674,982.09	2,707,279.00	24.93
Dept 5354 - FACILITIES					
200	401-5354-120.000.00	Payroll-Facilities	145,341.73	590,727.00	24.60
201	401-5354-210.000.00	Payroll Taxes	10,941.02	45,259.00	24.17
202	401-5354-220.000.00	Retirement Contributions	8,720.46	35,497.00	24.57
203	401-5354-230.000.00	Group Health Premiums	21,762.53	88,001.00	24.73
204	401-5354-230.002.00	Group Life Insurance	143.85	588.00	24.46
205	401-5354-240.000.00	Workers Compensation Insurance	3,190.26	15,000.00	21.27
206	401-5354-311.000.03	Prof. Svcs. Managed IT Services	5,100.00	23,100.00	22.08
207	401-5354-311.000.11	Professional Services: Safety Training	655.00	1,000.00	65.50
208	401-5354-400.000.00	Training, Education & Travel	185.41	10,000.00	1.85
209	401-5354-410.000.02	Advanced Cellular Svc / AT&T FirstNet	209.94	1,000.00	20.99
210	401-5354-410.000.08	GPS / Fleet Services	292.50	1,300.00	22.50
211	401-5354-410.000.09	Radios / P25 MSCO Agreement	0.00	1,875.00	0.00
212	401-5354-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	0.00	2,000.00	0.00
213	401-5354-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	2,131.80	8,600.00	24.79
214	401-5354-432.000.00	Facility Cleaning	1,080.00	4,500.00	24.00
215	401-5354-460.000.02	Repairs & Maintenance: Vehicles	138.62	3,000.00	4.62
216	401-5354-460.000.03	Repairs & Maintenance: Equipment	0.00	1,200.00	0.00
217	401-5354-510.000.01	Office Supplies	0.00	1,000.00	0.00
218	401-5354-510.000.03	Office Furnishings	0.00	800.00	0.00
219	401-5354-511.000.00	Safety Supplies	0.00	1,500.00	0.00
220	401-5354-520.000.00	Employee Uniforms/ Clothing	0.00	1,500.00	0.00
221	401-5354-520.005.00	Supplies & Tools	2,357.95	22,000.00	10.72
222	401-5354-520.006.00	Immunizations	0.00	1,500.00	0.00
223	401-5354-520.010.02	Fuel: Vehicles	1,318.63	7,500.00	17.58
224	401-5354-645.000.00	Capital Outlay - Computer Equipment	0.00	3,000.00	0.00
	Total Dept 5354 - FACILITIES		203,569.70	871,447.00	23.36

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>YTD BALANCE 12/31/2023</u>	<u>2023-24 ADOPTED BUDGET</u>	<u>% BDGT USED</u>
Dept 5900 - CAPITAL IMPROVEMENTS				
Engineering without Capital Projects				
225	401-5900-311.006.00-2022-000 Engineering: Capital Prelim Design & Bgt	5,230.00	25,000.00	20.92
226	401-5900-311.006.00-2023-005 Engineering: Direct Potable Reuse	0.00	87,500.00	0.00
227	401-5900-311.006.00-2019-002 Engineering: Fire Suppression @ WWTP	1,927.50	0.00	100.00
228	401-5900-311.006.00-2021-003 Engineering: Tanks Coating	760.00	0.00	100.00
229	401-5900-311.006.00-2023-004 Engineering: Two Driveways @ Vac I	1,300.00	0.00	100.00
230	401-5900-311.006.00-2023-025 Engineering: Deep Inj Well Permitting	13,600.00	0.00	100.00
Capital Projects with Engineering				
231	401-5900-630.000.00-2018-007 Capital Outlay:VPS PipingMod	375,657.43	2,926,755.00	12.84
232	401-5900-311.006.00-2018-007 Engineering: VPS Piping Mod	22,946.25	211,035.00	10.87
233	401-5900-630.000.00-2021-002 Capital Outlay: Odor Control at Vac Stns	1,550.00	987,131.00	0.16
234	401-5900-311.006.00-2021-002 Engineering: Odor Control at Vac Stns	22,755.00	172,960.00	13.16
235	401-5900-630.000.00-2022-001 Capital Outlay: Effluent Filtration Upg	548,447.04	3,067,345.00	17.88
236	401-5900-311.006.00-2022-001 Engineering: Effluent Filtration Upgrade	86,656.25	197,848.00	43.80
237	401-5900-630.000.00-2022-003 Cap Outlay: Replace Lift Sta KL Trl Pk	0.00	300,000.00	0.00
238	401-5900-311.006.00-2022-003 Engineering: Lift Sta at KL Trailer Park	885.00	10,000.00	8.85
239	401-5900-630.000.00-2022-004 Capital Outlay: Vac System Monitoring	412,441.63	2,322,566.00	17.76
240	401-5900-311.006.00-2022-004 Engineering: Vac System Monitoring	130,743.75	300,000.00	43.58
241	401-5900-630.000.00-2022-009 Cap Outlay: Power Cond & Elec Upg WWTP	0.00	700,000.00	0.00
242	401-5900-311.006.00-2022-009 Engineering -Power Cond & Elec Up @ WWTP	35,693.75	126,693.00	28.17
243	401-5900-630.000.00-2022-010 Cap Outlay: EQ Tank Headworks/Scrn Upg	0.00	1,250,000.00	0.00
244	401-5900-311.006.00-2022-010 Engineering: EQ Tank Headworks/Scrn Upg	13,815.00	120,000.00	11.51
245	401-5900-630.000.00-2023-002 Cap Outlay: Ventilation Upg @ Vac Stns	0.00	185,000.00	0.00

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>YTD BALANCE 12/31/2023</u>	<u>2023-24 ADOPTED BUDGET</u>	<u>% BDGT USED</u>
401-5900-311.006.00-				
246 2023-002	Engineering: Ventilation Upg @ Vac Stns	0.00	14,000.00	0.00
401-5900-630.000.00-				
247 2023-027	Capital Outlay: Isla NPK Pinch Valve FM	0.00	250,000.00	0.00
401-5900-311.006.00-				
248 2023-027	Engineering: Isla NPK Pinch Valve FM	0.00	25,000.00	0.00
401-5900-630.000.00-				
249 2024-001	Cap Outlay: Grinder Pump Lateral Pit Upg	0.00	590,625.00	0.00
401-5900-311.006.00-				
250 2024-001	Engineering: Grinder Pump Latrl Pit Upg	21,337.50	89,766.00	23.77
401-5900-630.000.00-				
251 2024-002	Capital Outlay: Ops Blower Room Mod	0.00	250,000.00	0.00
401-5900-311.006.00-				
252 2024-002	Engineering: Ops Blower Room Mod	0.00	30,000.00	0.00
401-5900-650.003.00-				
253 SvcConRv	Service Connection Construction Revision	0.00	50,000.00	0.00
401-5900-311.006.00-				
254 SvcConRv	Engineering: Service Connection Revision	12,640.00	15,000.00	84.27
Capital Projects without Engineering				
401-5900-630.000.00-				
255 2021-004	Capital Outlay: Spare Inj Well Pump&VFD	0.00	20,000.00	0.00
401-5900-630.000.00-				
256 2021-005	Capital Outlay: Effluent Inj Pump Repair	0.00	84,000.00	0.00
401-5900-630.000.00-				
257 2023-026	Capital Outlay: Diffuser Sleeves	56,424.25	56,500.00	99.87
401-5900-640.000.00-				
258 2023-008	Cap Outlay: SoftStart Upg Vac Stn to VFD	0.00	112,500.00	0.00
401-5900-630.000.00-				
259 2022-006	Cap Outlay: Sewage Pump Repl/Piping Mod	7,506.24	15,000.00	50.04
401-5900-640.000.00-				
260 2023-009	Capital Outlay: SBR Blower Spare Parts	0.00	35,000.00	0.00
401-5900-640.000.00-				
261 2023-012	Cap Outlay: Spare Flow Meters for Plant	17,879.37	0.00	100.00
401-5900-640.000.00-				
262 2023-015	Capital Outlay: SBR & DCU PLC Upgrades	38,182.00	0.00	100.00
401-5900-640.000.00-				
263 2023-017	Capital Outlay: Vac Pump Rebuild & Spare	62,500.00	75,000.00	83.33
401-5900-640.000.00-				
264 2023-022	Cap Outlay: Cabling Plant, Vac Stn, Admi	0.00	8,000.00	0.00
401-5900-640.000.00-				
265 2023-023	Cap Outlay: Cameras-Plant, Admin, Field	268.00	0.00	100.00
401-5900-640.000.00-				
266 2024-003	Capital Outlay: Replace Vac Pit Collars	0.00	250,000.00	0.00

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	<u>YTD BALANCE 12/31/2023</u>	<u>2023-24 ADOPTED BUDGET</u>	<u>% BDGT USED</u>	
401-5900-640.000.00-					
267 2024-004	Capital Outlay: Vac Stn Paint Interior	0.00	105,000.00	0.00	
401-5900-640.000.00-					
268 2024-005	Cap Outlay: Digester Motive Pump Replace	0.00	230,000.00	0.00	
401-5900-640.000.00-					
269 2024-006	Capital Outlay: Replace Hydroxide Pump	0.00	20,000.00	0.00	
401-5900-640.000.00-					
270 2024-007	Cap Outlay: Inj Well Check Pump Valves	10,112.03	18,000.00	56.18	
401-5900-640.000.00-					
271 2024-008	Capital Outlay: Admin Bldg Hardening	0.00	59,670.00	0.00	
401-5900-640.000.00-					
272 2024-009	Capital Outlay: Forklift for Plant	0.00	47,000.00	0.00	
401-5900-640.000.00-					
273 2024-010	Capital Outlay: Admin/Board Vehicle	0.00	29,300.00	0.00	
401-5900-640.000.00-					
274 2024-011	Capital Outlay: Field Ops Truck	0.00	30,000.00	0.00	
401-5900-640.000.00-					
275 2024-012	Capital Outlay: Mini Excavator	87,202.17	87,203.00	100.00	
401-5900-650.999.03-					
276 SCADAUPG	AQUA AEROBICS - SCADA UPGRADE SOFTWARE	43,351.00	0.00	100.00	
Total Dept 5900 - CAPITAL IMPROVEMENTS		2,008,993.66	15,473,897.00	13.04	
TOTAL EXPENDITURES		4,297,552.31	29,106,087.00	14.79	
Fund 401 - GENERAL FUND:					
		TOTAL REVENUES	8,265,688.98	29,218,587.00	28.29
		TOTAL EXPENDITURES	4,297,552.31	29,218,587.00	14.79
		NET OF REVENUES & EXPENDITURES	3,968,136.67	0.00	100.00

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

Meeting Date:
February 6, 2024

Agenda Item Number: O-1

Action Required:
Yes


Department: Legal
Sponsor: Nicholas Mulick

Subject:
Reversal of Waiver - AK NO. 9104495 - 684 North Lake Dr (Reso. 02-2024)

Summary:
Wastewater service and assessments were waived in 2020. The current owners requested reinstatement of wastewater service.

The parcel owners have deposited the System Impact Charge.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$ 7,607.00	1. Resolution 02-2024 2. Customer's Request 3. Notice of intent to impose a System Impact Charge 4. Original Assessment Waiver Resolution 19-2020 5. Map
Administration: _____	Income	
Finance: _____	Funding Source:	
District Counsel: _____	Assessment Revenue	
District Clerk: _____	Budgeted:	
Engineering: _____	No	

Approved By: _____  _____ Date: 2-1-24

General Manager

RESOLUTION NO. 02-2024

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE DISTRICT”) APPROVING THE REQUEST BY TIRSO SIMO AND MARIA SIMO (“THE OWNER(S)”) TO REINSTATE WASTEWATER SERVICE TO TAX PARCEL 00549120-000100; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

WHEREAS, the District assessed the vacant parcel listed below in Section 1 (“the Subject Tax Parcel”) via Resolution No. 14-2020, dated September 1, 2020; and

WHEREAS, in accordance with Section 10.06(a)(i) of the District's General Rules and Regulations, the District is authorized to remove from its non-ad valorem wastewater assessment vacant tax parcel(s) in common ownership with an adjacent improved tax parcel assessed by the District, provided that the vacant tax parcel is subsidiary to the use of the improved tax parcel and will not be improved with structures or facilities capable of generating wastewater that will enter the District's wastewater facilities; and

WHEREAS, having determined that the Subject Tax Parcel satisfied the criteria set forth in Section 10.06(a)(i), the District granted the Owner(s) request to exclude the Subject Tax Parcel from the non-ad valorem wastewater assessment roll; and

WHEREAS, Key Largo Wastewater Treatment District’s Resolution 19-2020 removing the Subject Tax Parcel from the District’s 2007 Non-ad Valorem Wastewater Assessment Roll was recorded in the Office of the Monroe County Clerk of Court, in Official Records Book 3120, at Page 2311 on August 20, 2021; and

WHEREAS, the Owner(s) of the Subject Tax Parcel have requested that the District reverse the waiver and provide wastewater to the Subject Tax Parcel; and

WHEREAS, the District finds good and sufficient cause to approve the request to reverse the waiver and provide wastewater service to the Subject Tax Parcel.

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

Section 1.

PARCEL ID: 00549120-000100

AK NO: 9104495

LEGAL DESCRIPTION: Lot 1, Block 8, TWIN LAKES, according to the plat thereof, as recorded in Plat Book 3 at Page 160 of the Public Records of Monroe County, Florida.

Section 2.

The Owner(s) have requested that the District provide wastewater service to the subject tax parcel and agreed to pay the current full direct and indirect District cost to provide wastewater services (“THE SIC”)

Section 3.

PAYMENT OF SIC. For the Reversal of Waiver, the Owner(s) have paid the SIC in the amount of \$7,607.

Section 4.

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

Section 5.

AUTHORIZATION OF DISTRICT OFFICIALS. The General Manager and/or his designee(s) are authorized to take all actions necessary to implement the terms and conditions of this Resolution.

RESOLVED AND ADOPTED THIS 6th DAY OF FEBRUARY 2024.

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

	AYE	NAY
Chairman Rodriguez	_____	_____
Commissioner Majeska	_____	_____
Commissioner Heim	_____	_____
Commissioner Maloney	_____	_____
Commissioner Schwartz	_____	_____

The Chairman thereupon declared this Resolution duly passed and adopted this 6th day of February 2024.

KEY LARGO WASTEWATER TREATMENT DISTRICT

Nicolas Rodriguez, Chairman

*Approved to as to form
and legal sufficiency:*

ATTEST:

Shannon McCully, District Clerk

By: _____
Nicholas W. Mulick, General Counsel

SEAL



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

Request for Reversal of Waiver of Wastewater Service

ALL fields must be completed, unless indicated as optional, before the request will be reviewed.

Property Owner of Record: MARIA SIMO and TIRSO SIMO

Name of Request Initiator: MARIA SIMO

Email (optional): isabella@cleaningthekeys.com **Phone:** 305-798-5220

PARCEL

RE/Parcel ID: 00549120-000100 **Alternate Key:** 9104495

Parcel Legal Description: 684 NORTH LAKE Dr / BK 8 LT 1 TWIN LAKES

ORIGINAL WAIVER

Resolution No#: 19-2020 **Date Approved:** 9/1/2020

Date Filed: 8/20/2021 **Doc No:** 2336237 **Book:** 3120 **Page:** 2311

I request a **REVERSAL of WAIVER** of wastewater assessment. I understand that after reversal of waiver is approved I will be required to pay:
0.00 Costs to provide parcel with wastewater service, if any, will be determined by KLWTD.
§ 7,607 System Development Charge (SDC) – Due in full.
§ 7,607 **Total Reversal of Waiver charge**
 Prior to scheduling a hearing on your request, you will be required to deposit the Reversal of Waiver charge with KLWTD, which will be returned to you if your request is denied.

Additional Notes or Requests:

Maria V. Simo
Signature

1-11-24
Date

The completed request may be mailed to PO Box 491, Key Largo, FL 33037 or hand delivered to the District office located at 103355 Overseas Hwy, Key Largo, FL 33037.

To be Completed by KLWTD

Survey conducted by: Brandon Curll 10/14/2021

- Parcel HAS wastewater service available. No additional costs will be incurred.
- Parcel does NOT have wastewater service available. Additional costs to provide parcel with wastewater service is \$_____. (Break down of costs is attached.)



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Post Office Box 491, Key Largo, FL 33037

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NOTICE OF INTENT TO IMPOSE A SYSTEM IMPACT CHARGE

January 18, 2024

To: Tirso Simo
Maria Simo
585 Boyd Dr
Key Largo FL 33037

RE: System Impact Charge – 684 North Lake Dr – AK# 9104495

You have submitted a request for reversal of waiver of wastewater service. Please be advised that the Key Largo Wastewater Treatment District's ("District") Board of Commissioners ("Board") will consider your request and impose a System Impact Charge ("SIC") for the above-referenced parcel at the next regularly scheduled meeting following the District's receipt of your payment of the SIC.

The SIC is a charge to customers who construct facilities that impose an increased demand on the District's wastewater facilities, or request that exclusion be removed and wastewater service provided. It 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.

Reason for imposition of SIC: You requested that an exclusion be removed from the parcel and wastewater service reinstated.

If the Board approves imposition of the SIC, the following changes will be made to your account:

EDU Assignment: Your parcel's EDU assignment will be 1.0 EDU. See attached for calculation.

Connection Fee: You will be charged a connection fee for the wastewater service connection that was provided. See attached for calculation.

Additional Fees: There are no additional fees.

Wastewater Base Charge: Once connected to the District's central wastewater system the wastewater base charge, billed monthly by the Florida Keys Aqueduct Authority (FKAA), will be \$27.13 a month. See attached for calculation and how to apply for a deferral of the wastewater monthly billing while under construction.



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The SIC comes to a total of \$7,607.00. This charge is **due in full** prior to the Board's decision to reinstate service and impose a SIC.

Your Rights: You have a 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 Clerk and submit copies of any documents you would like the Board to consider no later than 15 days from the date of this Notice.

Please contact the District Clerk at 305-451-4019 ext. 210 or Shannon.mccully@klwtd.com for more information concerning how the proposed action will impact your parcel or for confirmation of the meeting date.

Sincerely,

By: 
Peter Rosasco, General Manager

Certificate of Service: Certified, Posted, U.S. Mail.



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Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

684 North Lake Dr – AK# 9104495

Calculations

EDU Assignment: The Key Largo Wastewater Treatment District’s General Rules and Regulations (KLWTD R&Rs) Section 10.01(vi) provides that “The initial SDC for a Vacant Parcel will be the same as the SDC for a Residential Tax Parcel improved with one Dwelling Unit. Upon development of the parcel, the District may revise the SDC to reflect actual or permitted construction.” The EDU assignment for one dwelling unit is 1.0 EDU.

System Impact Charge:

- Capacity Fee: Charge for capacity at the wastewater treatment plant and force main pipes for 1.0 EDU is \$4,306.00.
- Connection Fee: The cost to provide and install wastewater connection to extend wastewater service to your parcel is \$3,301.00.

Capacity Fee (\$3,620.00 per EDU x 1.0 EDU)	\$4,306.00
Connection Fee	\$3,301.00
Additional Fees	\$0.00
SIC Charge	\$7,607.00

Wastewater Base Charge: Once connected to the District’s central wastewater system the District collects a monthly base charge at the rate of \$27.13 per EDU for a total of \$27.13. (This charge does not include the monthly volumetric charge at the rate of \$4.26 per 1,000 of water consumed) *Note, meters coded as Fire or Irrigation are not charged for wastewater.

RESOLUTION NO. 19-2020

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“KLWTD”) APPROVING THE REQUEST BY TIRSO SIMO AND MARIA SIMO (“THE OWNERS”) FOR THE EXCLUSION OF ONE TAX PARCEL FROM THE 2007 NON-AD VALOREM WASTEWATER ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the District assessed the vacant parcel listed below in Section 1 (“the Subject Tax Parcel”) via Resolution No.14-2020, dated September 1, 2020; and

WHEREAS, in accordance with the provisions Section 10.04(a) of the KLWTD General Rules and Regulations (“KLWTD R&R”), the Owners have requested that the tax parcel be excluded from the 2007 Final Assessment and classified as Waived; and

WHEREAS, in accordance with Section 10.06(a)(i) of the KLWTD R&R, KLWTD is authorized to exclude from its non-ad valorem wastewater assessment roll, vacant tax parcel(s) immediately adjacent to a tax parcel served by and connected to KLWTD’s central wastewater collections system; and

WHEREAS, pursuant to Section 10.06(b) of the KLWTD R&R, the owners have certified and agreed that if they or any subsequent owner’s later desire wastewater service to the Subject Tax Parcel, they must pay the full direct costs of providing the same.

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

Section 1.

PARCEL ID: 00549120-000100 AK NO.: 9104495

PARCEL DESCRIPTION: BK 8, LT 1, TWIN LAKES, according to the Plat thereof, recorded in Plat Book 3, Page 160, of the Public Records of Monroe County, FL.

Section 2. *Recitals.* The above recitals are true and correct and incorporated into this Resolution by reference.

Section 3. *Approve Waiver.* The Board finds that there is good and sufficient cause to approve the Owners request to waive their right to receive wastewater service to the Subject Tax Parcel and remove from the 2007 Final Assessment Roll.

Section 4. *Exclude Tax Parcel.* As of the effective date of this Resolution, the System Development Charge imposed on the Subject Tax Parcel shall be removed and the property classified as Waived.

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

RESOLVED AND ADOPTED THIS 1ST DAY OF SEPTEMBER, 2020

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

	AYE	NAY
Chairman Asdourian	1	—
Commissioner Heim	1	—
Commissioner Majeska	1	—
Commissioner Rodriguez	1	—
Commissioner Tobin	1	—

The Chairman thereupon declared this Resolution duly passed and adopted the 1st day of September, 2020.


KEY LARGO WASTEWATER TREATMENT DISTRICT



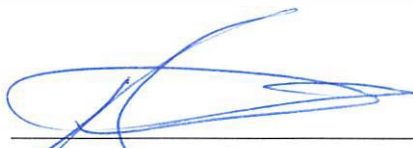
 David Asdourian, Chairman

*Approved to as to form
and legal sufficiency:*

ATTEST:



 Diane Bockelman, Clerk



 Nicholas W. Mulick, General Counsel

SEAL

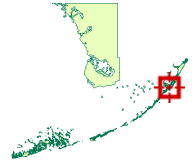




Monroe County, FL



Overview



Legend

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

Parcel ID 00549120-000100 **Alternate ID** 9104495 **Owner Address** SIMO MARIA V
Sec/Twp/Rng 14/61/39 **Class** VACANT RES 585 Boyd Dr
Property Address 684 NORTH LAKE Dr Key Largo, FL 33037
 KEY LARGO
District 500K
Brief Tax BK 8 LT 1 TWIN LAKES PB3-160 KEY LARGO OR253-525/26 OR502-194 OR800-1356 OR832-1050 OR832-1505 OR1059-1879
Description OR1377-1441 OR1599-1740M/L OR1924-1386 OR1924-1430 OR2558-1512/13
 (Note: Not to be used on legal documents)

Date created: 1/18/2024
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Key Largo Wastewater Treatment District Board of Commissioners Meeting Agenda Item Summary

Meeting Date:
February 6, 2024

Agenda Item Number: O-2


Action Required:
No

Department: Legal
Sponsor: Nicholas Mulick

Subject:
MJ Wood Proceedings

Summary:
Mr. Mulick will give a status update on the MJ Wood matter with an introduction to Co-Counsel Jason Rodgers - da Cruz.

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

Approved By:  Date: 2-1-24
General Manager