



Key Largo Wastewater Treatment District  
Board of Commissioners Meeting  
Tuesday, May 7, 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 April 16, 2024 4

G. GENERAL MANAGER

1. Staffing Plan 9  
2. Islamorada Update 10  
3. Rate Indexing 11

H. CUSTOMER SERVICE

I. IT

1. IT Report – March 2024 22

J. BUDGET AND FINANCE

1. 2<sup>nd</sup> Quarter Fiscal Year 2024 Financial Reports 25

K. FIELD

1. Field Report – March 2024 35

L. PLANT/FACILITIES

M. CAPITAL PROJECTS

## N. ENGINEERING

## O. LEGAL

1. Reef Environmental Education Foundation INC - 98380 Overseas Hwy; 98360 Overseas Hwy; 98340 Overseas Hwy; 98320 Overseas Hwy. (Reso. 06-2024) 38

**A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ("THE DISTRICT") IMPOSING A SYSTEM IMPACT CHARGE ("SIC") FOR THE PROPERTIES LOCATED AT 98380 OVERSEAS HWY, KEY LARGO, FLORIDA; 98360 OVERSEAS HWY, KEY LARGO, FLORIDA; 98340 OVERSEAS HWY, KEY LARGO, FLORIDA; AND 98320 OVERSEAS HWY, KEY LARGO, FLORIDA, WITH ALTERNATE KEY NUMBERS 1639753, 1639761, 1639770, AND 1639788; AND PROVIDING FOR AN EFFECTIVE DATE.**

2. KLF RE LLC (Key Largo Fisheries) - 1313 Ocean Bay Dr. (Reso. 07-2024) 50

**A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ("THE DISTRICT") IMPOSING A SYSTEM IMPACT CHARGE ("SIC") FOR THE PROPERTY LOCATED AT 1313 OCEAN BAY DR, KEY LARGO, FLORIDA, WITH ALTERNATE KEY NUMBER 1620751; AND PROVIDING FOR AN EFFECTIVE DATE.**

3. M.J. Wood Update 58

## P. COMMISSIONER'S ITEMS

## Q. ROUNDTABLE

## R. ADJOURNMENT

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

Meeting Date:  
May 7, 2024

Agenda Item Number: F-1

Action Required:  
Yes

Department:  
Legal

Sponsor:  
Nick Mulick

Subject:  
**Minutes of April 16, 2024**

Summary:  
Staff to present the minutes of April 16, 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: \_\_\_\_\_

General Manager

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

5-2-24





Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, April 16 2024

## MINUTES

### CALL TO ORDER (A)

Chairman Nicolas Rodriguez called the meeting to order at 4:00 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, and Philip Schwartz

Present Virtually: Commissioner Tim Maloney

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 Ed Castle; Lead Plant Operator Jerry Baker; IT Support Manny Santana.

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock; IT Consultant Randy Redmond

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

*Approval of Agenda (D-1)*

Commissioner Heim requested the addition of item *P-1 Forever Chemicals*

Mr. Rosasco requested the addition of item *G-1 Mutual Aid*

Mr. Rosasco requested the deletion of item *K-1 Field Report – March 2024*

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

### PUBLIC COMMENT (E) (4:23 – 4:27pm)

*Name and Address:*

Dottie Moses, Key Largo

*Subject:*

12,000 Gallon Cap

### APPROVAL OF MINUTES (F)

*Minutes of April 2, 2024 (F-1)*

Chairman Rodriguez requested item P-3 be amended to: "Chairman Rodriguez requested that the District provide single use water bottles only during hurricane seasons and department managers' discretion."

**Motion:** Commissioner Majeska made a motion to approve the minutes of April 2, 2024, as amended. Commissioner Schwartz seconded the motion. Motion passed without objection.

**GENERAL MANAGER (G)**

*Mutal Aid (G-1)*

Mr. Rosasco advised the Board that the District provided wastewater assistance to Ocean Reef Club (ORC) due to an emergency at their location, and recommended KLWTD staff draft a contract for providing ORC future assistance.

**CUSTOMER SERVICE (H)**

*Customer Service Report – March 2024 (H-1)* (Stopped for Public Comment)

Ms. Fazio presented the Customer Service monthly report.

**IT (I)**

No report in agenda.

**BUDGET AND FINANCE (J)**

*Budget and Finance Report – March 2024 (J-1)*

Ms. Fazio presented the Budget and Finance monthly report.

**FIELD (K)**

Deleted.

**PLANT/FACILITIES (L)**

*Plant/Facilities Report – March 2024 (L-1)*

Mr. Dempsey presented the Plant/Facilities monthly report.

**CAPITAL PROJECTS (M)**

*Capital Projects Report – March 2024 (M-1)*

Mr. Castle presented the Capital Projects monthly report.

**ENGINEERING (N)**

No report in agenda.

**LEGAL REPORT (O)**

No report in agenda.

**COMMISSIONER ITEMS (P)**

*Forever Chemicals (P-1)*

Commissioner Heim discussed the recent articles on forever chemicals and potable water.

**ROUNDTABLE DISCUSSION (Q)**

No report in agenda.

**ADJOURNMENT (R)**

The meeting was adjourned at 5:31 pm.

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

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

Seal \_\_\_\_\_

## Screened influent hauled from Ocean Reef

Date	Time	Hauling Contractor	Gallons accepted	Receiving Operator
4/12/2024	8:15	Above All Septic and Drain	5000	WC
4/12/2024	8:45	Above All Septic and Drain	5000	WC
4/12/2024	10:30	Above All Septic and Drain	5000	WC
4/12/2024	10:45	Above All Septic and Drain	5000	WC
4/12/2024	11:05	Above All Septic and Drain	5000	WC
4/12/2024	11:20	Above All Septic and Drain	5000	WC
4/12/2024	12:15	Above All Septic and Drain	5000	WC
4/12/2024	12:30	Above All Septic and Drain	5000	WC
4/12/2024	13:00	Above All Septic and Drain	5000	WC
4/12/2024	13:20	Above All Septic and Drain	3600	AB
4/12/2024	13:50	Above All Septic and Drain	5000	WC
4/12/2024	14:00	Above All Septic and Drain	5000	WC
4/12/2024	15:00	Above All Septic and Drain	5000	WC
4/12/2024	15:15	Above All Septic and Drain	5000	AB
4/12/2024	15:25	Above All Septic and Drain	3600	WC
4/12/2024	15:35	Above All Septic and Drain	5000	WC
4/12/2024	15:45	Above All Septic and Drain	5000	WC
4/13/2024	7:45	Above All Septic and Drain	5000	DK
4/13/2024	8:05	Above All Septic and Drain	5000	DK
4/13/2024	9:05	Above All Septic and Drain	5000	DK
4/13/2024	9:15	Above All Septic and Drain	5000	DK
4/13/2024	9:30	Above All Septic and Drain	5000	DK
4/13/2024	10:20	Above All Septic and Drain	5000	DK
4/13/2024	10:40	Above All Septic and Drain	5000	DK
4/13/2024	10:50	Above All Septic and Drain	5000	DK
4/13/2024	11:00	Above All Septic and Drain	5000	DK
		<b>Total</b>	<b>127200</b>	
		\$4.65 per 1000 gallons	591.48	

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

Meeting Date:  
May 7, 2024

Agenda Item Number: G-1

Action Required:  
No

Department:  
General Manager

Sponsor:  
Peter Rosasco

Subject:  
**Staffing Plan**

Summary:  
Mr. Rosasco will discuss changes to KLWTD's staffing plan.

## Reviewed / Approved

## Financial Impact

## Attachments

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

\$

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

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

Funding Source:

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

N/A

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

Budgeted:

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

N/A

Approved By: \_\_\_\_\_  
General Manager

Date: 5-2-24

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

Meeting Date:  
May 7, 2024

Agenda Item Number: G-2

Action Required:  
No

Department:  
General Manager

Sponsor:  
Peter Rosasco

Subject:  
**Islamorada Update**

Summary:  
Mr. Rosasco will update the Board on his meeting with the Village Manager.

<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: \_\_\_\_\_

General Manager



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

5-2-24

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

Meeting Date:  
May 7, 2024

Agenda Item Number: G-3

Action Required:  
No

Department:  
General Manager

Sponsor:  
Peter Rosasco

Subject:  
**Rate Indexing**

Summary:

Mr. Rosasco will discuss Rate Consulting Indexing recommended to begin in Fiscal Year 2025.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. 2022 Wastewater Rate Study
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By: \_\_\_\_\_  
General Manager



Date: 5-2-24

# Key Largo

## Wastewater Treatment District

---

### 2022 Wastewater Rate Study

August 9, 2022





# Background

- Raftelis performed a Rate Study in 2019
  - › Developed financial model comprising budget + 10-year financial forecast
  - › Resulted in adoption of a 15% reduction in retail rates effective January 1, 2020
  - › Study identified need for rate indexing by fiscal year 2025 to keep pace with inflation in operating costs
  - › Recommended updating the study every 3-5 years or as conditions change



# Background - Key Changes Since 2019 Rate Study

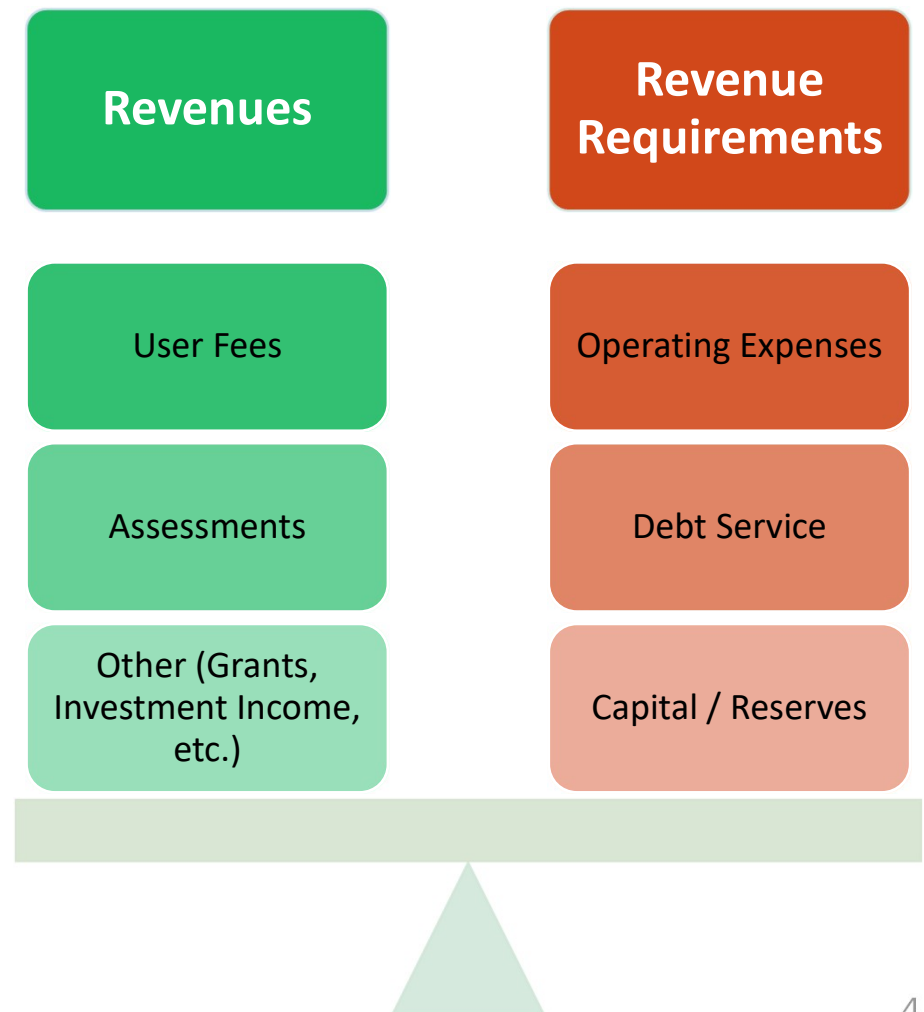
- Cashflow Differences:
  - › Retail rate revenues approximately 5% greater
  - › Operating Costs are 10% greater than
- Capital and Grants:
  - › CIP is \$20m greater over forecast period, however projected to received greater amount of grant funding
    - Offset by \$2.0 million/yr in Annual ACOE grant funding (\$22 million over forecast)
  - › Additional Stewardship grant funding of \$9.9 million
- Debt Service:
  - › District paid off a significant amount of debt; 1 SRF loan remaining maturing in FY29
  - › Projected outstanding balance at EOFY22: \$9.65 million @ Interest rate of 2.5%
- Unrestricted cash balances are \$1m greater than prior study at 9/30/21
- **Key takeaway:** while inflation and CIP spending are higher the District has outperformed with greater revenues and increased grant funding / cash reserves



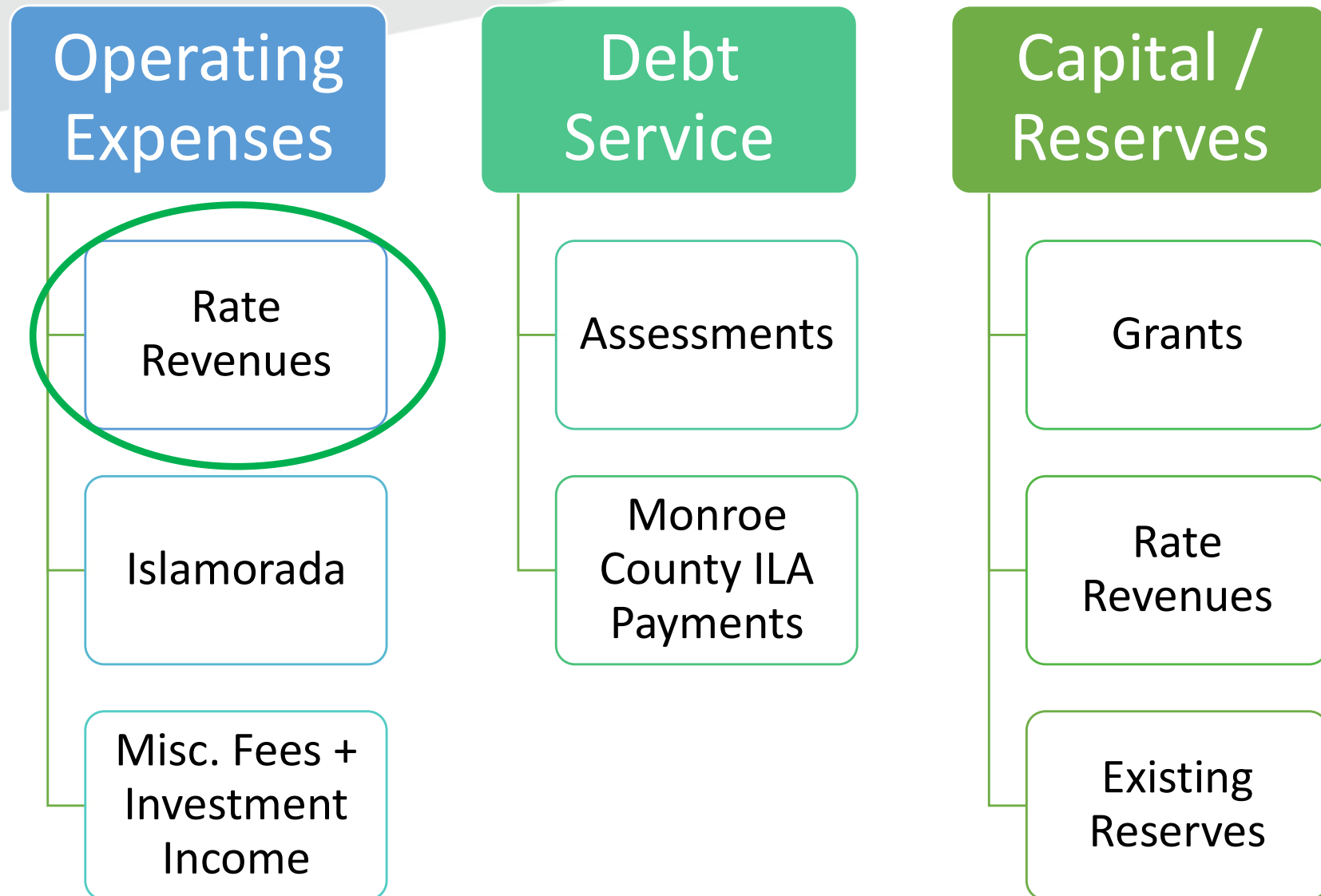
# Methodology

- Updated Financial Forecast
  - › FY22 base year + 10-year forecast
- Data Updated:
  - › Customer accounts and demands
  - › Past financial results & cash balances
  - › Current budget & CIP
  - › Escalation assumptions
  - › Grant funding
- Primary Study Objectives:
  - › Reassess funding needs & need for rate adjustments
  - › Present Rate Options
  - › Seek direction from Board

## Determining Rate Adjustments



# Methodology – Uses and Sources of Funds



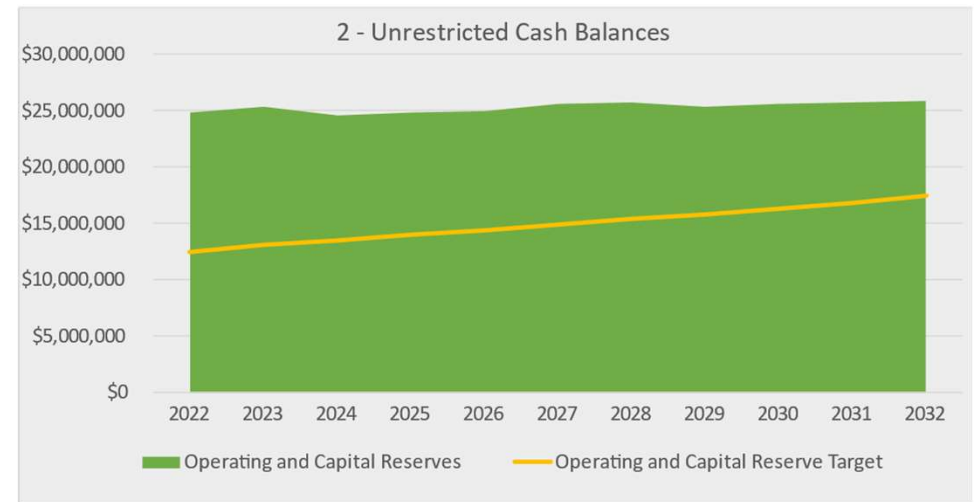
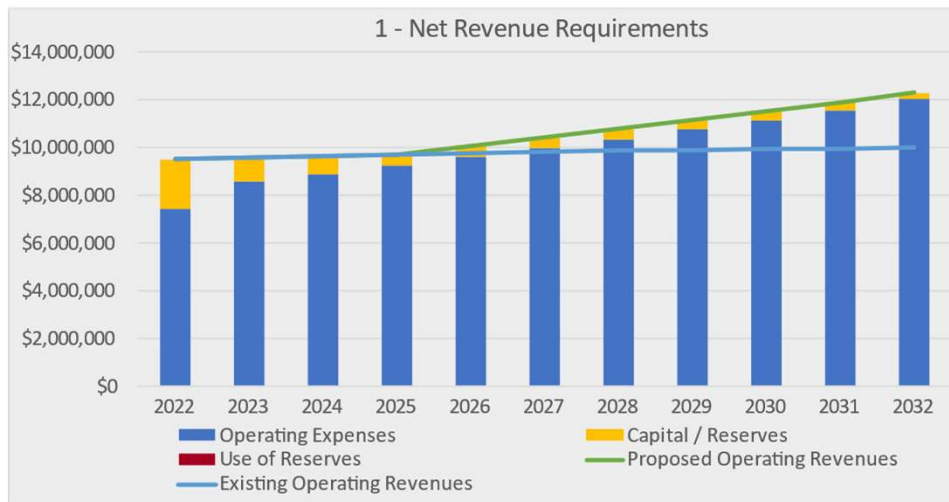
# Options Analysis

- All options set rates to at least recover operating expenses over the forecast period
  - › Assumes that grants and cash reserves will provide majority of capital funding
- Original FY19 Rate Plan Assumed Indexing in FY25
- Examined 2 Rate Option Proposals:
  - › Option 1
    - 3.5% Annual Indexing
    - Delayed from FY25 in FY19 Study to FY26
  - › Option 2
    - FY23 5% reduction
    - 3.5% indexing starting in FY25



# Option 1 – 3.5% Indexing Starting FY26

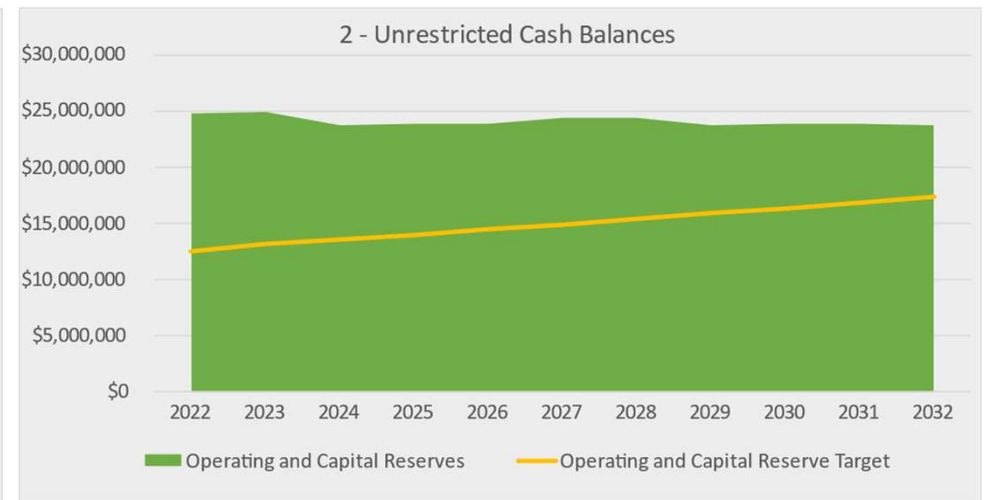
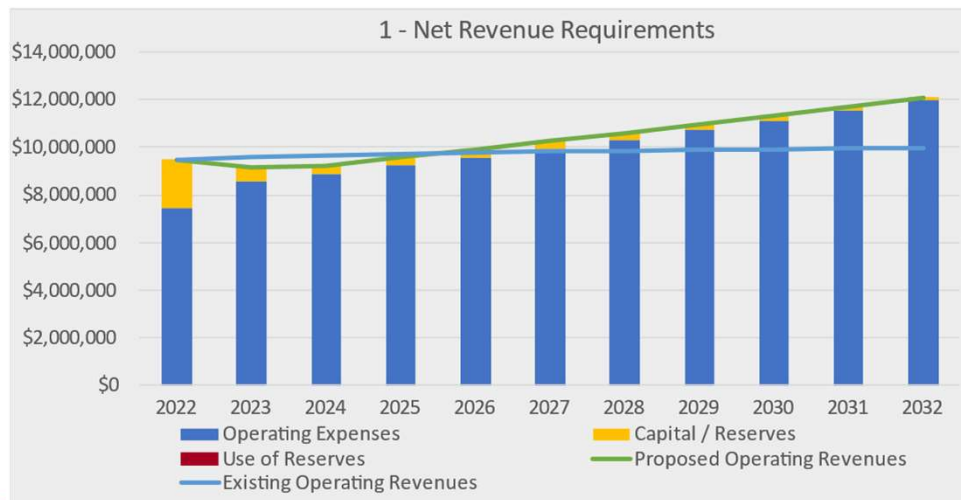
	Exist.	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Bill at 5,000 gal.	\$50.96	\$50.96	\$50.96	\$50.96	\$52.76	\$54.59	\$56.51	\$58.47	\$60.52	\$62.66	\$64.84
\$ Change	N/A	N/A	N/A	N/A	\$1.80	\$1.83	\$1.92	\$1.96	\$2.05	\$2.14	\$2.18



# Option 2 – 5% Reduction + 3.5% Indexing Starting FY25 (*recommended*)

- Balances objective to provide benefit to existing customers and maintain financial flexibility and stability

	Exist.	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Bill at 5,000 gal.	\$50.96	\$48.43	\$48.43	\$50.08	\$51.86	\$53.68	\$55.53	\$57.47	\$59.50	\$61.57	\$63.73
\$ Change	N/A	(\$2.53)	N/A	\$1.65	\$1.78	\$1.82	\$1.85	\$1.94	\$2.03	\$2.07	\$2.16



# Conclusions

- All rate options fully fund projected revenue requirements
- Current projections outperformed prior forecast overall
- District's cash reserves allow the District flexibility to reduce or defer rate increases for the benefit of existing rate payers
  - › Recommended Option (w/ Rate Reduction) still provides sufficient cash reserves maintaining ability to react and adjust rates as needed if current forecasts underperform
- Recommend the District review the revenue requirements Prior to Indexing (2 Years)





# Thank you!

**Raftelis Contacts:**

Thierry Boveri, CGFM, Vice President [tboveri@raftelis.com](mailto:tboveri@raftelis.com)

Trevor McCarthy, CGFM, Consultant [tmccarthy@raftelis.com](mailto:tmccarthy@raftelis.com)

Tristen Townsend, Associate Consultant [tmccarthy@raftelis.com](mailto:tmccarthy@raftelis.com)



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

Meeting Date:  
May 7, 2024

Agenda Item Number: I-1

Action Required:  
No

Department:  
IT

Sponsor:  
ENS

Subject:  
**IT Report - March 2024**

Summary:  
ENS will present the IT monthly report.

Reviewed / Approved

Financial Impact


Attachments

Operations: \_\_\_\_\_  
Administration: \_\_\_\_\_  
Finance: \_\_\_\_\_  
District Counsel: \_\_\_\_\_  
District Clerk: \_\_\_\_\_  
Engineering: \_\_\_\_\_

\$  
  
Funding Source:  
N/A  
  
Budgeted:  
N/A

1. Monthly Report

Approved By: \_\_\_\_\_  
General Manager



Date: 5-2-24

# IT

The IT Department completed 398 tickets in March.

## IT Updates

Project	Cost	Description
Website ADA Compliance	Total annually \$2,190.00	<ul style="list-style-type: none"> <li>Lin2city will remove non-ADA compliant PDF and upload ADA compliant Documents began April 22<sup>nd</sup>.</li> </ul>
Website Technology Upgrade	\$3,750.00 One time	<p>Vendor Link2city</p> <ul style="list-style-type: none"> <li>Technology upgrade will began April 22<sup>nd</sup>.</li> </ul>
GIS Emergency applications project	\$18,960.00 One time	<ul style="list-style-type: none"> <li>Monthly meetings on-going.</li> <li>Board Demo pending scheduling.</li> </ul>
Barracuda to Inky Migration	No Cost to the District	<ul style="list-style-type: none"> <li>Migration Completed</li> </ul>
Google to O365 Migration	\$3,575.00 (One-time fee) \$1,100.00 (Recurring monthly)	<ul style="list-style-type: none"> <li>1 on 1 training available upon request.</li> <li>Migration completed.</li> <li>Google subscription cleanup. This includes exporting saved passwords and shortcuts from Google Chrome, then importing them to a new profile.</li> </ul>

<p><b>Google to O365 Migration (Continued)</b></p>		<ul style="list-style-type: none"> <li>• Microsoft OneDrive fine tuning.</li> <li>• AD Sync.</li> </ul>
--	--	---

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

Meeting Date:  
May 7, 2024

Agenda Item Number: J-1

Action Required:  
No

Department: Budget and Finance  
Sponsor: Peter Rosasco

Subject:  
**2nd Quarter Fiscal Year 2024 Financial Reports**

Summary of Discussion:

The 2nd Qtr FY24 financial reports will be presented to the board.

Reviewed / Approved

Financial Impact

Attachments

Operations: \_\_\_\_\_  
Administration: \_\_\_\_\_  
Finance: \_\_\_\_\_  
District Counsel: \_\_\_\_\_  
District Clerk: \_\_\_\_\_  
Engineering: \_\_\_\_\_

\$  
  
Funding Source:  
N/A  
  
Budgeted:  
N/A

1. Stmt of Net Position/Balance Sheet at 3/31/24
2. Revenue & Expenditure Report at 3/31/24

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

General Manager

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

5-2-24



**KLWTD STATEMENT OF NET POSITION / BALANCE SHEET**  
**Period Ending 3/31/2024**

<b>GL Number</b>	<b>Description</b>	<b>Balance</b>
------------------	--------------------	----------------

**Fund 401 - GENERAL FUND**

**\*\*\* Assets \*\*\***

**Cash**

1	401-0000-101.000.11	First State Bank Acct-3292	2,549,240.35
2	401-0000-101.000.14	Centennial Gen Op 1084	12,415,428.57
3	401-0000-101.000.15	Centennial Payroll 1092	382,004.26
4	401-0000-101.000.16	Centennial Debt Svc 1108	1,852,787.28
5	401-0000-101.000.17	Centennial R&R 1116	13,643,198.81
6	401-0000-101.000.19	Centennial Self Insurance 8728	500.03
		<b>Cash</b>	<b>30,843,159.30</b>

**Accounts Receivable**

7	401-0000-115.000.01	Accounts Receivable	25,681.95
8	401-0000-131.000.00	Due From Other Governments	4,000,710.09
9	401-0000-131.000.02	Due From Monroe County ILA	3,899,589.40
		<b>Accounts Receivable</b>	<b>7,925,981.44</b>

**Fixed Assets**

10	401-0000-162.900.00	Buildings	4,172,358.17
11	401-0000-166.900.00	Equipment & Furniture - Office & Field	105,516.94
12	401-0000-166.900.01	Equipment & Furniture - Computer	399,532.33
13	401-0000-166.900.02	Equipment & Furniture - Tools	169,241.53
14	401-0000-166.900.03	Equipment & Furniture - Plant Office/Lab	6,514.20
15	401-0000-166.900.04	Equipment & Furniture - Main Office	46,227.30
16	401-0000-166.900.05	Equipment & Furniture - Plant Equipment	876,355.34
17	401-0000-170.900.00	Collection Facilities	116,593,204.53
18	401-0000-170.900.01	Treatment Facilities	42,905,856.00
19	401-0000-170.900.03	Vehicles	510,798.26
20	401-0000-170.950.00	Accumulated Depreciation	(57,590,587.78)
		<b>Fixed Assets</b>	<b>108,195,016.82</b>

**Other Assets**

21	401-0000-155.000.00	Prepaid Insurance	11,593.57
22	401-0000-155.000.01	Prepaid Assets	31,198.14
23	401-0000-156.000.00	Deposits	58,295.00
24	401-0000-161.900.00	Land	2,012,494.19
25	401-0000-169.900.00	Construction In Progress	7,790,790.15
		<b>Other Assets</b>	<b>9,904,371.05</b>

**Total Assets**

**156,868,528.61**

\*\*\* Liabilities \*\*\*

**Accounts Payable**

26	401-0000-202.000.00	Accounts Payable	2,028,711.91
		<b>Accounts Payable</b>	<b>2,028,711.91</b>

**Liabilities-ST**

27	401-0000-205.000.00	Retainage Payable	88,302.53
28	401-0000-215.000.00	Accrued Interest Payable	45,937.12
29	401-0000-216.000.00	Accrued Payroll	34,098.20
30	401-0000-217.000.01	Accrued Taxes Payable	12,428.89
31	401-0000-229.000.00	Health & Optional Withholdings	9,105.56
32	401-0000-231.000.00	Workers Compensation Insurance	3,751.64
		<b>Liabilities-ST</b>	<b>193,623.94</b>

**Liabilities-LT (over 1 year)**

	401-0000-203.900.00	SRF Loan - KLNC 01P	7,943,781.58
		<b>Liabilities-LT (over 1 year)</b>	<b>7,943,781.58</b>

**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
		<b>Other Liabilities</b>	<b>225,673.63</b>

		<b>Total Liabilities</b>	<b>10,391,791.06</b>
--	--	--------------------------	----------------------

\*\*\* Fund Balance \*\*\*

	<b>Ending Fund Balance</b>	<b>146,476,737.55</b>
--	----------------------------	-----------------------



# KLWTD UNAUDITED REVENUE AND EXPENDITURE REPORT PERIOD ENDING 3/31/2024

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2024	2023-24 ADOPTED BUDGET	% BDGT USED
<b>Fund 401 - GENERAL FUND</b>					
<b>Revenues</b>					
<b>Dept 0000 - Non-Departmental</b>					
1	401-0000-325.100.00	Non Ad Valorem Assessments	2,923,986.00	3,203,238.00	91.28
2	401-0000-343.500.00	Wastewater Service Revenue	3,605,741.97	7,600,000.00	47.44
3	401-0000-343.550.01	Islamorada Wastewater Flow Revenue	529,509.45	1,300,000.00	40.73
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	692,285.04	900,000.00	76.92
8	401-0000-369.900.00	Miscellaneous Revenues	87,614.01	50,000.00	175.23
<b>Total Dept 0000 - Non-Departmental</b>			<b>7,870,151.66</b>	<b>15,233,238.00</b>	<b>51.66</b>
<b>Dept 5900 - CAPITAL IMPROVEMENTS</b>					
9	401-5900-325.100.01	SDC Prepayments	109,107.85	40,000.00	272.77
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	3,971,226.60	9,627,886.00	41.25
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
<b>Total Dept 5900 - CAPITAL IMPROVEMENTS</b>			<b>4,080,334.45</b>	<b>13,985,349.00</b>	<b>29.18</b>
<b>TOTAL REVENUES</b>			<b>11,950,486.11</b>	<b>29,218,587.00</b>	<b>40.90</b>
<b>Expenditures</b>					
<b>Dept 0000 - Non-Departmental</b>					
14	401-0000-581.000.01	Transfer to Repair & Replacement Fund	600,000.00	1,200,000.00	50.00
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	779,480.33	1,558,961.00	50.00
<b>Total Dept 0000 - Non-Departmental</b>			<b>1,379,480.33</b>	<b>4,258,961.00</b>	<b>32.39</b>
<b>Dept 5130 - ADMINISTRATIVE</b>					
17	401-5130-110.000.00	Payroll-Board Meeting Compensation	32,814.03	66,740.00	49.17
18	401-5130-120.000.00	Payroll-Administration	261,039.16	532,352.00	49.04
19	401-5130-210.000.00	Payroll Taxes	21,973.12	45,830.00	47.94
20	401-5130-220.000.00	Retirement Contributions	10,669.58	35,945.00	29.68
21	401-5130-230.000.00	Group Health Premiums	31,936.49	75,429.00	42.34
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	479.50	924.00	51.89
24	401-5130-240.000.00	Workers Compensation Insurance	603.44	1,800.00	33.52
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.	3,933.00	6,700.00	58.70



	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2024	2023-24 ADOPTED BUDGET	% BDGT USED
27	401-5130-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	825.52	1,500.00	55.03
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	10,200.00	23,100.00	44.16
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	11,040.00	30,000.00	36.80
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	2,040.00	3,060.00	66.67
34	401-5130-311.002.00	Professional Svcs: FKA Billing Services	94,247.94	300,000.00	31.42
35	401-5130-311.003.00	Professional Svcs: Tax Collector Fees	11,000.00	11,000.00	100.00
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	30,050.00	60,100.00	50.00
39	401-5130-312.000.02	Professional Svcs: Lobbyists-Hicks	22,500.00	45,000.00	50.00
40	401-5130-313.001.13	Professional Svcs: Legal-General Counsel	48,105.00	96,210.00	50.00
41	401-5130-313.001.14	Professional Svcs: Legal-Outside Counsel	8,765.00	10,000.00	87.65
42	401-5130-320.000.01	Professional Svcs: Accounting/Audit Svcs	23,000.00	34,000.00	67.65
43	401-5130-320.000.02	Professional Svcs: Finance Director	36,544.50	86,589.00	42.20
44	401-5130-320.000.03	Professional Svcs: General Manager Svcs.	64,065.65	151,798.00	42.20
45	401-5130-341.000.02	BSA Software	20,844.00	23,100.00	90.23
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	11,108.36	16,000.00	69.43
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	5,641.16	12,000.00	47.01
50	401-5130-400.000.02	Clerk Travel & Training	181.80	2,500.00	7.27
51	401-5130-400.000.03	Other Travel & Training	7,500.53	20,000.00	37.50
52	401-5130-410.000.02	Advanced Cellular Svc / AT&T FirstNet	2,793.18	5,500.00	50.79
53	401-5130-410.000.04	Internet (Comcast & AT&T)	3,459.07	6,300.00	54.91
54	401-5130-410.000.05	Telephones (AT&T)	1,510.35	900.00	167.82
55	401-5130-410.000.07	VOIP	1,452.00	3,600.00	40.33
56	401-5130-410.000.08	GPS / Fleet Services	117.00	275.00	42.55
57	401-5130-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	346.87	7,000.00	4.96
58	401-5130-411.000.03	IT: Software and Software Upgrades	37,178.50	16,500.00	225.32
59	401-5130-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	7,623.11	17,000.00	44.84
60	401-5130-420.000.00	Postage & Delivery Expense	1,077.61	2,700.00	39.91
61	401-5130-430.000.00	Water (Utility)-District Office	203.23	500.00	40.65
62	401-5130-432.000.00	Facility Cleaning	9,360.00	19,000.00	49.26
63	401-5130-432.001.00	Solid Waste	498.14	1,700.00	29.30
64	401-5130-435.000.00	Electricity	1,593.65	4,400.00	36.22
65	401-5130-440.000.00	Rents & Leases	0.00	1,000.00	0.00
66	401-5130-450.000.00	Insurance (excluding W-Comp & Health)	409,297.94	425,923.00	96.10
67	401-5130-460.000.01	Repairs & Maintenance: Grounds Keeping	1,500.00	3,000.00	50.00
68	401-5130-460.000.02	Repairs & Maintenance: Vehicles	423.19	200.00	211.60
69	401-5130-460.000.04	Repairs & Maintenance: Bldgs & Equip	7,642.70	9,200.00	83.07
70	401-5130-470.000.00	Copier	2,766.22	7,260.00	38.10
71	401-5130-480.000.00	Advertisements	737.23	5,000.00	14.74
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	5,143.39	12,000.00	42.86
75	401-5130-510.000.02	Printings	247.55	3,000.00	8.25
76	401-5130-510.000.03	Office Furnishings	658.98	2,500.00	26.36
77	401-5130-520.000.01	Employee Clothing/Uniforms	0.00	1,200.00	0.00

			YTD BALANCE	2023-24	% BDGT
	GL NUMBER	DESCRIPTION	03/31/2024	ADOPTED BUDGET	USED
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	5,438.41	6,000.00	90.64
81	401-5130-540.000.02	Clerk Dues	185.00	350.00	52.86
82	401-5130-540.000.03	Other Dues and Subscriptions	5,635.99	5,000.00	112.72
83	401-5130-645.000.00	Capital Outlay: IT Equipment	1,797.98	6,000.00	29.97
<b>Total Dept 5130 - ADMINISTRATIVE</b>			<b>1,282,584.91</b>	<b>2,310,585.00</b>	<b>55.51</b>
<b>Dept 5351 - PLANT</b>					
84	401-5351-120.000.00	Payroll-Plant	232,869.00	476,912.00	48.83
85	401-5351-210.000.00	Payroll Taxes	17,437.35	36,484.00	47.79
86	401-5351-220.000.00	Retirement Contributions	8,245.91	27,304.00	30.20
87	401-5351-230.000.00	Group Health Premiums	38,862.01	75,429.00	51.52
88	401-5351-230.002.00	Group Life Insurance	287.70	494.00	58.24
89	401-5351-240.000.00	Workers Compensation Insurance	5,029.83	11,000.00	45.73
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	10,200.00	23,100.00	44.16
93	401-5351-311.000.11	Professional Services: Safety Training	835.00	1,000.00	83.50
94	401-5351-311.006.00	Professional Services: Engineering	45,281.25	75,000.00	60.38
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	635.18	5,000.00	12.70
97	401-5351-410.000.02	Advanced Cellular Svc / AT&T FirstNet	481.86	1,000.00	48.19
98	401-5351-410.000.04	Internet (Comcast & AT&T)	3,076.44	6,300.00	48.83
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	117.00	275.00	42.55
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	347.70	750.00	46.36
103	401-5351-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	946.58	5,000.00	18.93
104	401-5351-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	6,653.01	13,500.00	49.28
105	401-5351-420.000.00	Postage & Delivery Expense	12,744.31	28,000.00	45.52
106	401-5351-430.000.00	Water- Plant	2,287.54	5,000.00	45.75
107	401-5351-432.000.00	Facility Cleaning	2,040.00	4,500.00	45.33
108	401-5351-432.001.00	Solid Waste	4,230.36	12,000.00	35.25
109	401-5351-435.000.00	Electricity - Plant	198,915.81	465,000.00	42.78
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	112,533.26	340,000.00	33.10
114	401-5351-460.000.04	Repairs & Maintenance: Buildings	4,030.30	40,000.00	10.08
115	401-5351-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
116	401-5351-510.000.01	Office Supplies	1,446.14	2,800.00	51.65
117	401-5351-510.000.03	Office Furnishings	0.00	1,500.00	0.00
118	401-5351-511.000.00	Safety Supplies	406.37	3,500.00	11.61
119	401-5351-520.000.00	Employee Uniforms / Clothing	241.80	1,500.00	16.12
120	401-5351-520.001.00	Lab Services (sample analysis)	20,620.00	50,000.00	41.24
121	401-5351-520.002.00	Sludge Handling	246,230.12	800,000.00	30.78
122	401-5351-520.003.00	Chemicals	352,643.21	870,000.00	40.53
123	401-5351-520.004.00	Lab Supplies	17,583.47	30,000.00	58.61
124	401-5351-520.005.00	Supplies & Tools (plant operations)	4,327.38	12,000.00	36.06
125	401-5351-520.006.00	Immunizations	0.00	1,200.00	0.00

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2024	2023-24 ADOPTED BUDGET	% BDGT USED
126	401-5351-520.007.00	Regulatory/ Permit Fees	0.00	1,000.00	0.00
127	401-5351-520.010.01	Fuel: Equipment	305.56	1,000.00	30.56
128	401-5351-520.010.02	Fuel: Vehicles	319.09	1,000.00	31.91
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	401-5351-644.000.00	Mechanical Integrity Testing Project	9,822.78	0.00	100.00
132	401-5351-645.000.00	Capital Outlay - Computer Equipment	0.00	5,000.00	0.00
	<b>Total Dept 5351 - PLANT</b>		<b>1,364,858.74</b>	<b>3,483,918.00</b>	<b>39.18</b>
	<b>Dept 5352 - FIELD</b>				
133	401-5352-120.000.00	Payroll-Field	626,060.53	1,252,382.00	49.99
134	401-5352-210.000.00	Payroll Taxes	47,380.66	95,807.00	49.45
135	401-5352-220.000.00	Retirement Contributions	25,357.29	73,127.00	34.68
136	401-5352-230.000.00	Group Health Premiums	93,644.41	201,145.00	46.56
137	401-5352-230.002.00	Group Life Insurance	722.25	1,344.00	53.74
138	401-5352-240.000.00	Workers Compensation Insurance	13,095.00	27,000.00	48.50
139	401-5352-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	2,003.76	2,500.00	80.15
140	401-5352-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	0.00	17,000.00	0.00
141	401-5352-311.000.03	Prof. Svcs: Managed IT Services	10,200.00	23,100.00	44.16
142	401-5352-311.000.11	Professional Services: Safety Training	1,255.00	2,500.00	50.20
143	401-5352-311.006.00	Professional Services: Engineering	27,996.23	75,000.00	37.33
144	401-5352-311.006.01	Sea Level Rise Engineering Fees	5,775.00	20,000.00	28.88
145	401-5352-341.000.06	GPServ/Trimble	3,330.37	4,100.00	81.23
146	401-5352-341.000.13	GIS Upgrade	44,946.50	46,440.00	96.78
147	401-5352-400.000.00	Training, Education & Travel	1,769.38	11,000.00	16.09
148	401-5352-410.000.02	Advanced Cellular Svc / AT&T FirstNet	3,421.02	7,000.00	48.87
149	401-5352-410.000.04	Internet (Comcast & AT&T)	9,100.56	18,000.00	50.56
150	401-5352-410.000.05	Telephones (AT&T)	7,902.86	6,500.00	121.58
151	401-5352-410.000.08	GPS / Fleet Services	1,294.80	2,800.00	46.24
152	401-5352-410.000.09	Radios / P25 MCSO Agreement	0.00	3,750.00	0.00
153	401-5352-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	0.00	6,000.00	0.00
154	401-5352-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	8,247.00	16,500.00	49.98
155	401-5352-430.000.01	Water- Vac Station A	159.00	450.00	35.33
156	401-5352-430.000.02	Water- Vac Station D	188.17	350.00	53.76
157	401-5352-430.000.03	Water- Vac Station F	130.95	350.00	37.41
158	401-5352-430.000.04	Water- Vac Station G	176.88	450.00	39.31
159	401-5352-430.000.05	Water- Vac Station I - house	179.12	350.00	51.18
160	401-5352-430.000.06	Water- Vac Station I & Office	362.40	800.00	45.30
161	401-5352-430.000.07	Water- Vac Station JK	250.73	650.00	38.57
162	401-5352-430.000.09	Water- Humpty Dumpty	126.54	300.00	42.18
163	401-5352-430.000.10	Water- Harborage	126.92	300.00	42.31
164	401-5352-430.000.12	Water- Peter Pan	126.71	300.00	42.24
165	401-5352-432.000.00	Facility Cleaning	4,640.00	11,000.00	42.18
166	401-5352-432.001.00	Solid Waste	1,610.24	2,500.00	64.41
167	401-5352-435.000.01	Electricity- Vac Station A	34,274.32	75,000.00	45.70
168	401-5352-435.000.02	Electricity- Vac Station D	33,928.76	75,000.00	45.24
169	401-5352-435.000.03	Electricity- Vac Station E	22,108.55	60,000.00	36.85
170	401-5352-435.000.04	Electricity- Vac Station F	840.48	2,500.00	33.62
171	401-5352-435.000.05	Electricity- Vac Station G	13,513.25	43,000.00	31.43
172	401-5352-435.000.06	Electricity- Vac Station I	5,894.90	12,000.00	49.12
173	401-5352-435.000.07	Electricity- Vac Station I - house	706.90	3,000.00	23.56

			YTD BALANCE	2023-24	% BDGT
	GL NUMBER	DESCRIPTION	03/31/2024	ADOPTED BUDGET	USED
174	401-5352-435.000.08	Electricity- Vac Station I - office	663.49	2,000.00	33.17
175	401-5352-435.000.09	Electricity- Vac Station JK	26,120.97	55,000.00	47.49
176	401-5352-435.000.11	Electricity- Humpty Dumpty	317.47	1,000.00	31.75
177	401-5352-435.000.12	Electricity- Harborage	419.03	1,200.00	34.92
178	401-5352-435.000.13	Electricity-Coastal WW/Largo Pk Lift Sta	460.08	1,200.00	38.34
179	401-5352-435.000.14	Electricity-Peter Pan/Tweedy Pie	322.43	800.00	40.30
180	401-5352-440.000.00	Rents & Leases	0.00	5,000.00	0.00
181	401-5352-460.000.01	Repairs & Maintenance: Grounds Keeping	8,275.00	15,000.00	55.17
182	401-5352-460.000.02	Repairs & Maintenance: Vehicles	16,847.99	15,000.00	112.32
183	401-5352-460.000.03	Repairs & Maintenance: Equipment	100,194.24	160,000.00	62.62
184	401-5352-460.000.04	Repairs & Maintenance: Buildings	12,472.10	20,000.00	62.36
185	401-5352-460.000.05	Repairs & Maintenance: Collection System	44,337.23	100,000.00	44.34
186	401-5352-460.000.05-CS SEWER	Repairs & Maintenance: Coll Sys/Cust Svc	1,190.00	2,000.00	59.50
187	401-5352-460.000.08	Grinder Pump Monitoring	2,149.00	4,000.00	53.73
188	401-5352-470.000.00	Copier	625.82	1,980.00	31.61
189	401-5352-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
190	401-5352-510.000.01	Office Supplies	572.89	2,500.00	22.92
191	401-5352-510.000.03	Office Furnishings	484.48	3,000.00	16.15
192	401-5352-511.000.00	Safety Supplies	1,949.47	6,000.00	32.49
193	401-5352-520.000.00	Employee Uniforms / Clothing	213.93	3,200.00	6.69
194	401-5352-520.005.00	Supplies and Tools (field operations)	27,147.70	46,004.00	59.01
195	401-5352-520.006.00	Immunizations	0.00	1,500.00	0.00
196	401-5352-520.010.01	Fuel: Equipment	443.32	2,000.00	22.17
197	401-5352-520.010.02	Fuel: Vehicles	17,780.03	40,000.00	44.45
198	401-5352-520.010.03	Fuel: Generators	0.00	8,500.00	0.00
199	401-5352-540.000.00	Dues & Subscriptions	0.00	100.00	0.00
200	401-5352-645.000.00	Capital Outlay - Computer Equipment	0.00	7,000.00	0.00
<b>Total Dept 5352 - FIELD</b>			<b>1,315,834.11</b>	<b>2,707,279.00</b>	<b>48.60</b>
<b>Dept 5354 - FACILITIES</b>					
201	401-5354-120.000.00	Payroll-Facilities	281,072.73	590,727.00	47.58
202	401-5354-210.000.00	Payroll Taxes	21,192.63	45,259.00	46.83
203	401-5354-220.000.00	Retirement Contributions	16,166.33	35,497.00	45.54
204	401-5354-230.000.00	Group Health Premiums	41,203.90	88,001.00	46.82
205	401-5354-230.002.00	Group Life Insurance	328.80	588.00	55.92
206	401-5354-240.000.00	Workers Compensation Insurance	6,047.09	15,000.00	40.31
207	401-5354-311.000.03	Prof. Svcs. Managed IT Services	10,200.00	23,100.00	44.16
208	401-5354-311.000.11	Professional Services: Safety Training	835.00	1,000.00	83.50
209	401-5354-400.000.00	Training, Education & Travel	292.14	10,000.00	2.92
210	401-5354-410.000.02	Advanced Cellular Svc / AT&T FirstNet	419.88	1,000.00	41.99
211	401-5354-410.000.08	GPS / Fleet Services	585.00	1,300.00	45.00
212	401-5354-410.000.09	Radios / P25 MCSO Agreement	0.00	1,875.00	0.00
213	401-5354-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	157.49	2,000.00	7.87
214	401-5354-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	4,263.63	8,600.00	49.58
215	401-5354-432.000.00	Facility Cleaning	2,040.00	4,500.00	45.33
216	401-5354-460.000.02	Repairs & Maintenance: Vehicles	2,191.16	3,000.00	73.04
217	401-5354-460.000.03	Repairs & Maintenance: Equipment	0.00	1,200.00	0.00
218	401-5354-510.000.01	Office Supplies	476.92	1,000.00	47.69
219	401-5354-510.000.03	Office Furnishings	0.00	800.00	0.00
220	401-5354-511.000.00	Safety Supplies	0.00	1,500.00	0.00
221	401-5354-520.000.00	Employee Uniforms/ Clothing	0.00	1,500.00	0.00

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2024	2023-24 ADOPTED BUDGET	% BDGT USED
222	401-5354-520.005.00	Supplies & Tools	5,173.85	22,000.00	23.52
223	401-5354-520.006.00	Immunizations	0.00	1,500.00	0.00
224	401-5354-520.010.02	Fuel: Vehicles	2,541.34	7,500.00	33.88
225	401-5354-645.000.00	Capital Outlay - Computer Equipment	0.00	3,000.00	0.00
<b>Total Dept 5354 - FACILITIES</b>			<b>395,187.89</b>	<b>871,447.00</b>	<b>45.35</b>
<b>Dept 5900 - CAPITAL IMPROVEMENTS</b>					
226	401-5900-311.006.00-2018-007	Engineering: VPS Piping Mod	72,011.25	211,035.00	34.12
227	401-5900-311.006.00-2019-002	Engineering: Fire Suppression @ WWTP	7,213.75	0.00	100.00
228	401-5900-311.006.00-2021-002	Engineering: Odor Control at Vac Stns	32,738.75	172,960.00	18.93
229	401-5900-311.006.00-2021-003	Engineering: Tanks Coating	760.00	0.00	100.00
230	401-5900-311.006.00-2022-000	Engineering: Capital Prelim Design & Bgt	10,432.50	25,000.00	41.73
231	401-5900-311.006.00-2022-001	Engineering: Effluent Filtration Upgrade	152,640.00	197,848.00	77.15
232	401-5900-311.006.00-2022-003	Engineering: Lift Sta at KL Trailer Park	4,522.50	10,000.00	45.23
233	401-5900-311.006.00-2022-004	Engineering: Vac System Monitoring	232,882.50	300,000.00	77.63
234	401-5900-311.006.00-2022-009	Engineering -Power Cond & Elec Up @ WWTP	111,372.50	126,693.00	87.91
235	401-5900-311.006.00-2022-010	Engineering: EQ Tank Headworks/Scrn Upg	40,071.25	120,000.00	33.39
236	401-5900-311.006.00-2023-002	Engineering: Ventilation Upg @ Vac Stns	0.00	14,000.00	0.00
237	401-5900-311.006.00-2023-004	Engineering: Two Driveways @ Vac I	1,300.00	0.00	100.00
238	401-5900-311.006.00-2023-005	Engineering: Direct Potable Reuse	0.00	87,500.00	0.00
239	401-5900-311.006.00-2023-025	Engineering: Deep Inj Well Permitting	15,395.00	0.00	100.00
240	401-5900-311.006.00-2023-027	Engineering: Isla NPK Pinch Valve FM	0.00	25,000.00	0.00
241	401-5900-311.006.00-2024-001	Engineering: Grinder Pump Latrl Pit Upg	55,620.00	89,766.00	61.96
242	401-5900-311.006.00-2024-002	Engineering: Ops Blower Room Mod	0.00	30,000.00	0.00
243	401-5900-311.006.00-SvcConRv	Engineering: Service Connection Revision	12,960.00	15,000.00	86.40
244	401-5900-630.000.00-2018-007	Capital Outlay:VPS PipingMod	1,448,031.00	2,926,755.00	49.48
245	401-5900-630.000.00-2021-002	Capital Outlay: Odor Control at Vac Stns	1,550.00	987,131.00	0.16
246	401-5900-630.000.00-2021-004	Capital Outlay: Spare Inj Well Pump&VFD	0.00	20,000.00	0.00
247	401-5900-630.000.00-2021-005	Capital Outlay: Effluent Inj Pump Repair	39,324.32	84,000.00	46.81
248	401-5900-630.000.00-2022-001	Capital Outlay: Effluent Filtration Upg	1,357,593.74	3,067,345.00	44.26
249	401-5900-630.000.00-2022-003	Cap Outlay: Replace Lift Sta KL Trl Pk	0.00	300,000.00	0.00
250	401-5900-630.000.00-2022-004	Capital Outlay: Vac System Monitoring	1,324,825.49	2,322,566.00	57.04
251	401-5900-630.000.00-2022-006	Cap Outlay: Sewage Pump Repl/Piping Mod	8,698.93	15,000.00	57.99
252	401-5900-630.000.00-2022-009	Cap Outlay: Power Cond & Elec Upg WWTP	0.00	700,000.00	0.00
253	401-5900-630.000.00-2022-010	Cap Outlay: EQ Tank Headworks/Scrn Upg	0.00	1,250,000.00	0.00
254	401-5900-630.000.00-2023-002	Cap Outlay: Ventilation Upg @ Vac Stns	0.00	185,000.00	0.00
252	401-5900-630.000.00-2023-026	Capital Outlay: Diffuser Sleeves	56,424.25	56,500.00	99.87
253	401-5900-630.000.00-2023-027	Capital Outlay: Isla NPK Pinch Valve FM	0.00	250,000.00	0.00
254	401-5900-630.000.00-2024-001	Cap Outlay: Grinder Pump Lateral Pit Upg	0.00	590,625.00	0.00
255	401-5900-630.000.00-2024-002	Capital Outlay: Ops Blower Room Mod	0.00	250,000.00	0.00
256	401-5900-640.000.00-2023-008	Cap Outlay: SoftStart Upg Vac Stn to VFD	0.00	112,500.00	0.00
257	401-5900-640.000.00-2023-009	Capital Outlay: SBR Blower Spare Parts	5,124.53	35,000.00	14.64
258	401-5900-640.000.00-2023-012	Cap Outlay: Spare Flow Meters for Plant	22,558.62	0.00	100.00
259	401-5900-640.000.00-2023-015	Capital Outlay: SBR & DCU PLC Upgrades	38,182.00	0.00	100.00
260	401-5900-640.000.00-2023-017	Capital Outlay: Vac Pump Rebuild & Spare	75,000.00	75,000.00	100.00
261	401-5900-640.000.00-2023-022	Cap Outlay: Cabling Plant, Vac Stn, Admi	0.00	8,000.00	0.00
262	401-5900-640.000.00-2023-023	Cap Outlay: Cameras-Plant, Admin, Field	268.00	0.00	100.00
263	401-5900-640.000.00-2024-003	Capital Outlay: Replace Vac Pit Collars	0.00	250,000.00	0.00
264	401-5900-640.000.00-2024-004	Capital Outlay: Vac Stn Paint Interior	0.00	105,000.00	0.00
265	401-5900-640.000.00-2024-005	Cap Outlay: Digester Motive Pump Replace	0.00	230,000.00	0.00
266	401-5900-640.000.00-2024-006	Capital Outlay: Replace Hydroxide Pump	19,970.00	20,000.00	99.85

	GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2024	2023-24 ADOPTED BUDGET	% BDGT USED
267	401-5900-640.000.00-2024-007	Cap Outlay: Inj Well Check Pump Valves	10,112.03	18,000.00	56.18
268	401-5900-640.000.00-2024-008	Capital Outlay: Admin Bldg Hardening	0.00	59,670.00	0.00
269	401-5900-640.000.00-2024-009	Capital Outlay: Forklift for Plant	0.00	47,000.00	0.00
270	401-5900-640.000.00-2024-010	Capital Outlay: Admin/Board Vehicle	0.00	29,300.00	0.00
271	401-5900-640.000.00-2024-011	Capital Outlay: Field Ops Truck	0.00	30,000.00	0.00
272	401-5900-640.000.00-2024-012	Capital Outlay: Mini Excavator	87,202.17	87,203.00	100.00
273	401-5900-650.003.00-SvcConRv	Service Connection Construction Revision	0.00	50,000.00	0.00
274	401-5900-650.999.03-SCADAUPG	AQUA AEROBICS - SCADA UPGRADE SOFTWARE	43,351.00	0.00	100.00
Total Dept 5900 - CAPITAL IMPROVEMENTS			5,288,136.08	15,586,397.00	33.93
TOTAL EXPENDITURES			11,026,082.06	29,218,587.00	37.74

Fund 401 - GENERAL FUND:

TOTAL REVENUES	11,950,486.11	29,218,587.00	40.90
TOTAL EXPENDITURES	11,026,082.06	29,218,587.00	37.74
NET OF REVENUES & EXPENDITURES	924,404.05	0.00	100.00



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

Meeting Date:  
May 7, 2024

Agenda Item Number: K-1

Action Required:  
No

Department:  
Field Operations

Sponsor:  
Mike Dempsey

Subject:  
**Field Report - March 2024**

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

Reviewed / Approved

Financial Impact

Attachments

Operations: \_\_\_\_\_  
Administration: \_\_\_\_\_  
Finance: \_\_\_\_\_  
District Counsel: \_\_\_\_\_  
District Clerk: \_\_\_\_\_  
Engineering: \_\_\_\_\_

\$  
  
Funding Source:  
N/A  
  
Budgeted:  
N/A

1. Monthly Report

Approved By: \_\_\_\_\_  
General Manager



Date: 5-2-24

## Wastewater Field Operations

There were a total of 31 service calls for the month of March, of these 18 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 13 calls.

Date	Address	Incident	Response	KLWTD Issue
3/6/24	97980 o/s Hwy	Customer reported that the alarm on Her Grinder Pump was going off.	This address is not a part of our Grinder Pump Program, advised the homeowner that She would need to call a plumber. (Private Grinder Pump).	No
3/8/24	64 Jean Lafitte Dr	Customer reported a possible backup at His house.	Tech found that the Pit was not working correctly due to the Controller was bad. Replaced the Controller, simulated the Pit, and put it back in service.	Yes
3/9/24	1516 Aqueduct Lane	Customer called to report a possible back up in His house.	Tech found that a gasket from the Wye body was clogging the Pit. Removed the gasket, simulated the Pit and put it back in service.	Yes
3/9/24	210 Tavernier St	Customer reported that the Storm Drain was covered with a pallet.	Tech called the customer and explained that this belongs to Monroe County Public Works Dept. Mike Dempsey called Public Works Dept and informed them of the problem	No
3/12/24	41 Beach Rd	Customer reported a possible back up in His downstairs.	Tech found that everything was working as it should, Advised the homeowner that He would need to call a plumber. (Homeowner Issue).	No
3/12/24	125 Coconut Row.	Customer reported a possible back up in His house.	Tech simulated the Pit and found the Valve was bad, Replaced the Valve, simulated the Pit and put it back in service.	Yes
3/15/24	9 Poinciana Dr	Customer reported a possible back up in His house.	Tech found that everything was working as should, advised the Homeowner that He would need to call a plumber (Homeowner Issue).	No



3/18/24	105240 o/s Hwy	Customer reported a possible back up in His house.	Tech simulated the Pit and found everything to be working as it should. Advised the homeowner that He would need to call a plumber. (Homeowner Issue).	No
3/20/24	52 Buttonwood Dr	Customer called to report a sewer odor and a Pit that was making loud noises	Tech responded and found that the Pit was hung open due to debris inside the wye body. Tech removed the debris, simulated the Pit and put it back in service.	Yes
3/21/24	926 Lobster Lane	Customer reported that the Pit in front of His house was making noises	Tech found that another service truck had already responded and found a rock stuck in the valve and made necessary repairs.	Yes
3/26/24	557 Gordon circle	Customer reported that His clean out was overflowing.	Tech simulated the Pit and found that the Surge Suppressor was dirty, cleaned the Surge, simulated the Pit and put it back in service.	Yes
3/27/24	254 Bay Dr	Customer called to report a sewage odor from the drains in Her house.	Tech simulated the Pit, and it was working as it should. Tech could not detect an odor at this time, advised the Homeowner that She might have a venting problem and She would need to call a plumber. (Homeowner Issue).	No
3/29/24	672 Dolphin Ave	Customer reported that there is a puddle every morning in front of Breather in front of His house.	Tech simulated the Pit and found that everything was working as it should. Advised the Homeowner that the Pit was working correctly and nothing was leaking onto the ground	No

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

Meeting Date:  
May 7, 2024

Agenda Item Number: O-1

Action Required:  
Yes

Department:  
Legal

Sponsor:  
Nicholas Mulick

Subject:

**Reef Environmental Education Foundation INC - 98380 Overseas Hwy;  
98360 Overseas Hwy; 98340 Overseas Hwy; 98320 Overseas Hwy.**

Summary of Discussion:

Staff recommends imposing a System Impact Charge in the amount of \$22,247.40 and increasing the EDU assignment for Reef Environmental Education Foundation INC, Ak No's. 1639753, 1639761, 1639770, and 1639788 pursuant to the District's Rules and Regulations, Section 10.01(c). The owner shall receive a credit for previous SDC assessment payments in the amount of \$2,938.23.

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

## Reviewed / Approved


Operations: \_\_\_\_\_  
Administration: \_\_\_\_\_  
Finance: \_\_\_\_\_  
District Counsel: \_\_\_\_\_  
District Clerk: \_\_\_\_\_  
Engineering: \_\_\_\_\_

## Financial Impact

\$ 19,309.17  
Net Income  
Funding Source:  
Property Owner  
Budgeted:  
N/A

## Attachments

1. Reso No. 06-2024
2. Notice of System Impact Charge
3. Map

Approved By:   
General Manager

Date: 5-2-24

**RESOLUTION NO. 06-2024**

**A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE DISTRICT”) IMPOSING A SYSTEM IMPACT CHARGE (“SIC”) FOR THE PROPERTIES LOCATED AT 98380 OVERSEAS HWY, KEY LARGO, FLORIDA; 98360 OVERSEAS HWY, KEY LARGO, FLORIDA; 98340 OVERSEAS HWY, KEY LARGO, FLORIDA; AND 98320 OVERSEAS HWY, KEY LARGO, FLORIDA, WITH ALTERNATE KEY NUMBERS 1639753, 1639761, 1639770, AND 1639788; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Reef Environmental Education Foundation INC, is the owner of real properties located at 98380 Overseas Hwy, Key Largo, Florida; 98360 Overseas Hwy, Key Largo, Florida; 98340 Overseas Hwy, Key Largo, Florida; and 98320 Overseas Hwy, Key Largo, Florida, with Alternate Key Numbers 1639753, 1639761, 1639770, and 1639788. The properties are legally described in Exhibit “A” attached hereto and made a part hereof by reference (“the Subject Tax Parcels”); and

**WHEREAS**, upon review of Reef Environmental Education Foundation INC's plans for development of the Subject Tax Parcels, 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 Parcels; and

**WHEREAS**, the Board has considered the staff’s recommendation at a regularly scheduled meeting of the Board held on May 7, 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 \$22,247.40. The owner shall receive a credit for previous SDC assessment payments in the amount of \$2,938.23.
- Section 3. *EDU Increase.* The wastewater base charge will be calculated based on 4.4 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:

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

The Chairman thereupon declared this Resolution duly passed and adopted the 7<sup>th</sup> day of May, 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:** 98380 OVERSEAS HWY

**Parcel ID:** 00520510-000000

**Ak#** 1639753

**Legal Description:**

Lots 1,2,3 and Northeast 30 Feet of Lot 4, Block 2, Marion Park, according to the map or plat thereof as recorded in Plat Book 4, Page 113, of the Public Records of Monroe County, Florida.

**Parcel Address:** 98360 OVERSEAS HWY

**Parcel ID:** 00520520-000000

**Ak#** 1639761

**Legal Description:**

Lots 1,2,3 and Northeast 30 Feet of Lot 4, Block 2, Marion Park, according to the map or plat thereof as recorded in Plat Book 4, Page 113, of the Public Records of Monroe County, Florida.

**Parcel Address:** 98340 OVERSEAS HWY

**Parcel ID:** 00520530-000000

**Ak#** 1639770

**Legal Description:**

Lots 1,2,3 and Northeast 30 Feet of Lot 4, Block 2, Marion Park, according to the map or plat thereof as recorded in Plat Book 4, Page 113, of the Public Records of Monroe County, Florida.

**Parcel Address:** 98320 OVERSEAS Hwy

**Parcel ID:** 00520540-000000

**Ak#** 1639788

**Legal Description:**

Lots 1,2,3 and Northeast 30 Feet of Lot 4, Block 2, Marion Park, according to the map or plat thereof as recorded in Plat Book 4, Page 113, of the Public Records of Monroe County, Florida.



## 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](http://www.klwtd.com)

April 17, 2024

To: REEF ENVIRONMENTAL EDUCATION FOUNDATION INC  
PO Box 370246  
Key Largo FL 33037

RE: System Impact Charge: Reef Environmental Education Foundation INC.  
98380 Overseas Hwy, AK No.1639753, 98360 Overseas Hwy, AK No 1639761  
98340 Overseas Hwy, AK No.1639770, 98320 Overseas Hwy, AK No. 1639788

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 on May 7, 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 parcels.

Your design plans indicate your proposed project will result in an increased demand on the District wastewater facilities.

If approved by the Board, the following changes will be made to your account:

EDU Assignment: Your four parcels' EDU assignments will be a total of 4.4 EDUs. See Attachment for calculations.

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

Total SIC Charge: \$19,309.17. Payment is due in full prior to Board approval on May 7, 2024. See Attachment for calculations.

Wastewater Base Charge: The wastewater base charge, billed monthly by the Florida Keys Aqueduct Authority ("FKAA"), will be increased to \$119.37. See Attachment for calculations.



## Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

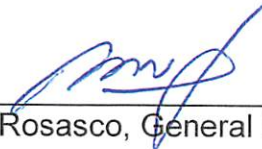
Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • [www.klwtd.com](http://www.klwtd.com)

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 District Clerk (at 305-451-4019 ext. 210 or [Shannon.McCully@klwtd.com](mailto:Shannon.McCully@klwtd.com)). You may submit any documents you would like the Board to consider no later than 15 calendar days from the date of this notice.

Sincerely,

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

  
Peter Rosasco, 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

### ATTACHMENT

EDU Assignment: KLWTD Rules and Regulations provide that each non-residential tax parcel shall be assigned 1 EDU for 167 gallons per day (GPD). The District estimates water usage from the new structure to be 729 GPD for a total of 4.4 EDUs.

Previous System Development Charges: The four properties were previously assigned 1 EDU each in the amount of \$5,200 for a total SDC assessment of \$20,800 during 2008. During 2009 a request to waive the EDU Assignments for AK No's. 1639761, 1639770, and 1639788 was initiated, no payments were made to the SDC. AK No. 1639753 was kept on the assessment roll until 2015 the owner then requested to waive the EDU assignment. The staff has determined payments of \$2,938.23 were paid before the waiver was approved in 2015. The District has applied a credit to the SDC for \$2,938.23 to the overall balance.

### SIC Calculation

Total SDC Increase Charge (\$4,306.00 per EDU x 4.4 EDUs)	\$18,946.40
Connection Costs	\$3,301.00
Engineering Costs	\$0.00
Construction Costs	\$0.00
Previous SDC Payments	-\$2,938.23
<b>Total SIC Charge Due</b>	<b>\$19,309.17</b>

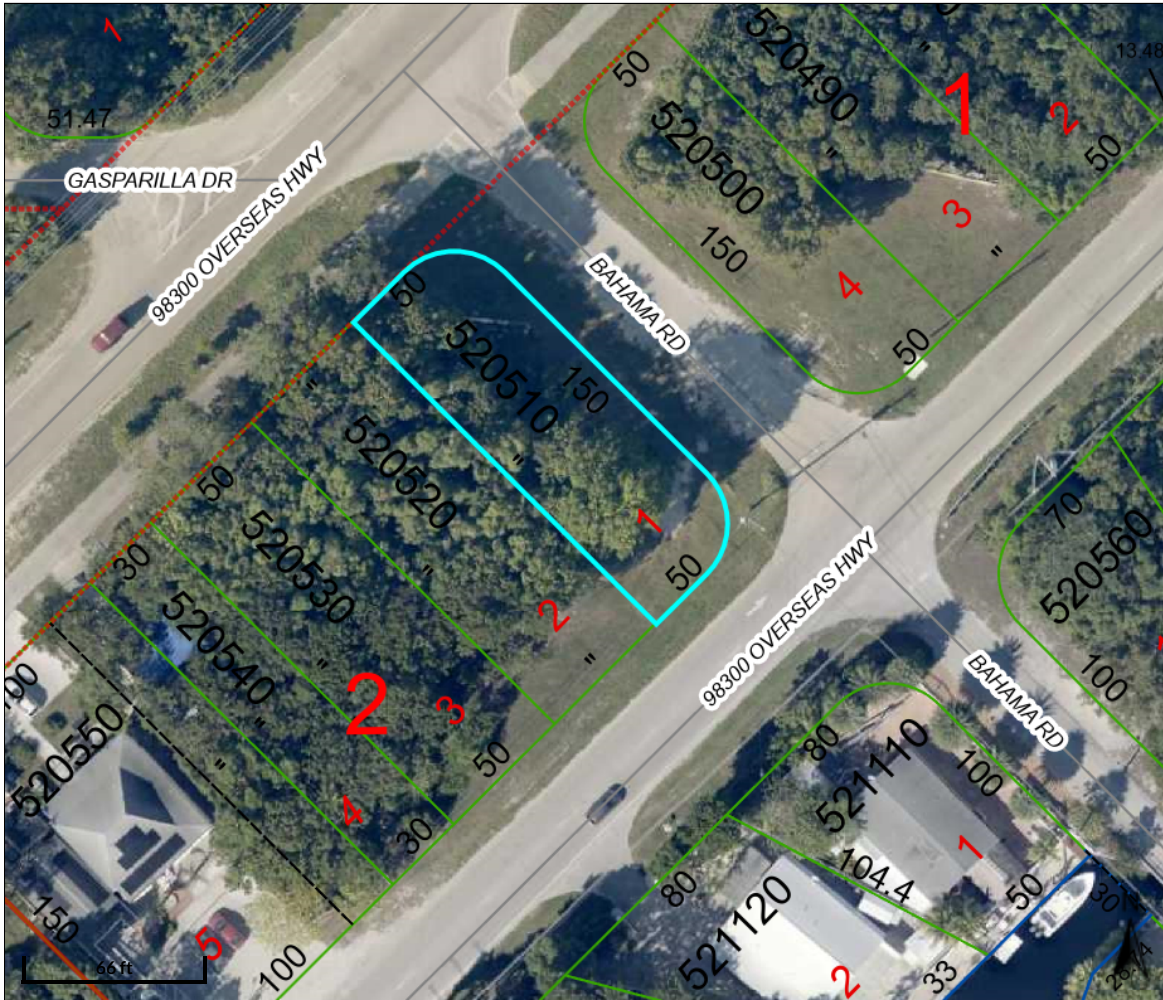
Wastewater Base Charge: The District collects a monthly base charge at the rate of \$27.13 per EDU (x 4.4 EDUs) for a total of \$119.37. This charge does not include the monthly volumetric charge (\$4.26 per 1,000 gallons of water consumed.)

*Note, meters coded as Fire or Irrigation are not charged for wastewater.*

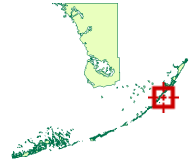
If no building on the premises is capable of generating wastewater, you may apply for a temporary deferral of wastewater monthly billing. Upon General Manager approval, such deferral shall expire the earlier of: 1. Issuance of a certificate of occupancy (C.O.), 2. Date the structure connects to the central wastewater system, or 3. Sixty (60) calendar Days.



# Monroe County, FL



## Overview



## Legend

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

Parcel ID	00520510-000000	Alternate ID	1639753	Owner Address	REEF ENVIRONMENTAL EDUCATION FOUNDATION INC PO Box 370246 Key Largo, FL 33037
Sec/Twp/Rng	32/61/39				
Property Address	98380 OVERSEAS HWY KEY LARGO	Class	COMMERCIAL		
District	500K				
Brief Tax Description	BK 2 LT 1 MARION PARK PB4-113 KEY LARGO OR391-790 OR392-965 OR2643-1645/46 OR2691-373 (Note: Not to be used on legal documents)				

Date created: 4/10/2024

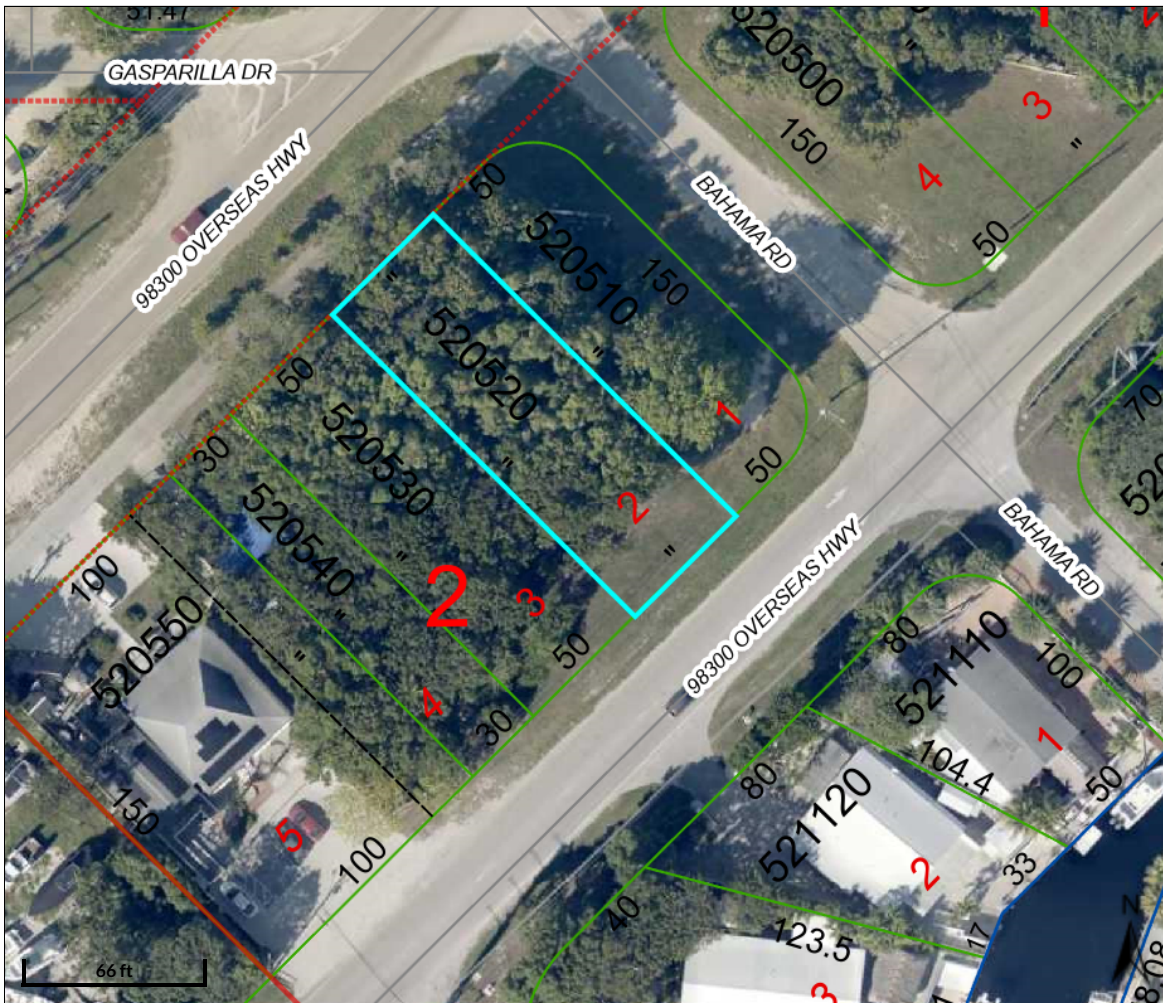
Last Data Uploaded: 4/10/2024 5:49:55 AM

Developed by Schneider  
GEOSPATIAL

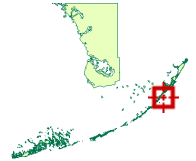




# Monroe County, FL



## Overview



## Legend

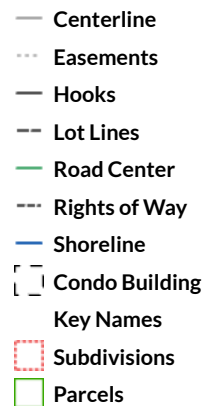
- Centerline
- Easements
- Hooks
- Lot Lines
- Road Center
- Rights of Way
- Shoreline
- Condo Building
- Key Names
- Subdivisions
- Parcels

Parcel ID	00520520-000000	Alternate ID	1639761	Owner Address	REEF ENVIRONMENTAL EDUCATION FOUNDATION INC
Sec/Twp/Rng	32/61/39				PO Box 370246
Property Address	98360 OVERSEAS HWY	Class	COMMERCIAL		Key Largo, FL 33037
District	500K				
Brief Tax Description	BK 2 LT 2 MARION PARK PB4-113 KEY LARGO OR391-790 OR392-965 OR2643-1645/46 OR2691-373				
	(Note: Not to be used on legal documents)				

Date created: 4/11/2024

Last Data Uploaded: 4/11/2024 5:56:03 AM

Developed by Schneider GEOSPATIAL

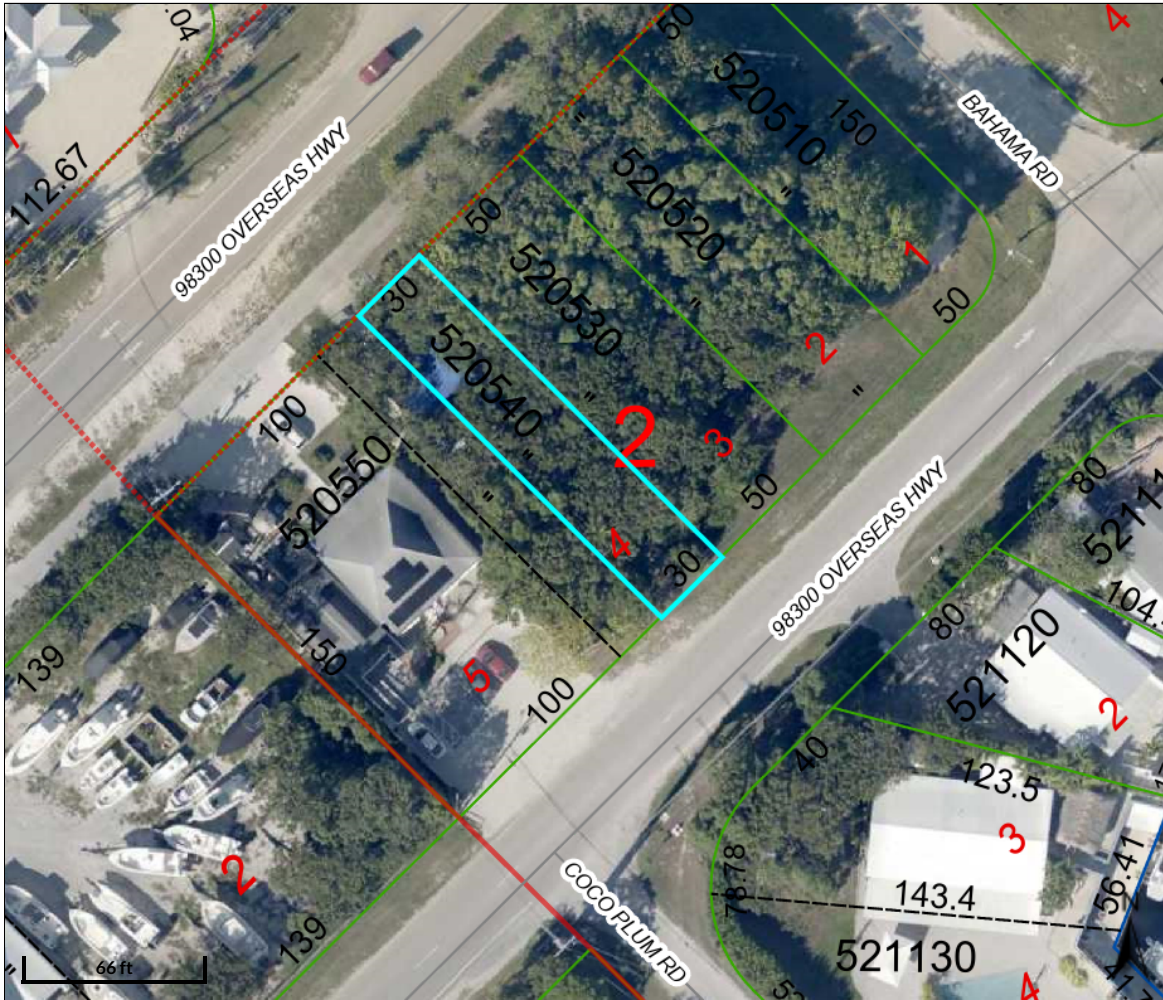


Developed by  **Schneider**  
GEOSPATIAL

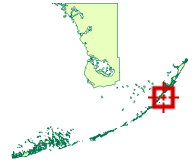




# Monroe County, FL



## Overview



## Legend

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

Parcel ID	00520540-000000	Alternate ID	1639788	Owner Address	REEF ENVIRONMENTAL EDUCATION FOUNDATION INC PO Box 370246 Key Largo, FL 33037
Sec/Twp/Rng	32/61/39				
Property Address	98320 OVERSEAS HWY KEY LARGO	Class	COMMERCIAL		
District	500K				
Brief Tax Description	BK 2 NE 30FT LT 4 MARION PARK PB4-113 KEY LARGO OR391-790 OR392-965 OR2643-1645/46 OR2691-373 (Note: Not to be used on legal documents)				

Date created: 4/11/2024

Last Data Uploaded: 4/11/2024 5:56:03 AM

Developed by Schneider  
GEOSPATIAL

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

Meeting Date:  
May 7, 2024

Agenda Item Number: O-2

Action Required:  
Yes

Department:  
Legal

Sponsor:  
Nicholas Mulick

Subject:

**KLF RE LLC (Key Largo Fisheries) - 1313 Ocean Bay Dr. (Reso. 07-2024)**

Summary of Discussion:

Staff recommends imposing a System Impact Charge in the amount of \$34,017.40 and increasing the EDU assignment for KLF RE LLC, Ak No. 1620751, 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.

**Reviewed / Approved**

**Financial Impact**

**Attachments**

Operations: \_\_\_\_\_  
Administration: \_\_\_\_\_  
Finance: \_\_\_\_\_  
District Counsel: \_\_\_\_\_  
District Clerk: \_\_\_\_\_  
Engineering: \_\_\_\_\_

\$ 34,017.40  
Income  
Funding Source:  
Property Owner  
Budgeted:  
N/A

1. Reso No. 07-2024
2. Notice of System Impact Charge
3. Map

Approved By: \_\_\_\_\_  
General Manager

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

**RESOLUTION NO. 07-2024**

**A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE DISTRICT”) IMPOSING A SYSTEM IMPACT CHARGE (“SIC”) FOR THE PROPERTY LOCATED AT 1313 OCEAN BAY DR, KEY LARGO, FLORIDA, WITH ALTERNATE KEY NUMBER 1620751; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, KLF RE LLC, is the owner of real property located at 1313 Ocean Bay Dr, Key Largo, Florida, with Alternate Key Number 1620751. 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 KLF RE LLC for 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 on May 7, 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 \$34,017.40.

Section 3. *EDU Increase*. The wastewater base charge will be calculated based on 7.9 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:

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

The Chairman thereupon declared this Resolution duly passed and adopted the 7<sup>th</sup> day of May, 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:** 1313 Ocean Bay Dr

**Parcel ID:** 00502870-000000

**Ak#** 1620751

**Legal Description:**

Lots 1, 2, 3, 4, and 5, in Block 9, in Key Largo Beach addition, according to the plat thereof as recorded in Plat Book 4, Page 22, of the Public Records of Monroe County, Florida.



## 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

April 26, 2024

To: KLF RE LLC  
1313 Ocean Bay Dr  
Key Largo FL 33037

RE: System Impact Charge: Key Largo Fisheries Addition,  
1313 Ocean Bay Dr, AK No.1620751

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 next regularly scheduled meeting on May 7, 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.

Your design plans indicate your proposed project will result in an increased demand on the District wastewater facilities.

If approved by the Board, the following changes will be made to your account:

EDU Assignment: Your parcel's EDU assignment, which is used to calculate the SIC and wastewater base charge, will be increased from 18.2 EDUs to 26.10 EDUs. See Attachment for calculations.

Additional Fees: Currently there are no additional fees.

Total SIC Charge: \$34,017.40. Payment is due in full prior to the time of imposition (Board approval.) A deposit of \$10,000 has been paid to the District on April 26, 2024. See Attachment for calculations.

Wastewater Base Charge: The wastewater base charge, billed monthly by the Florida Keys Aqueduct Authority ("FKAA"), will be increased from \$493.76 to \$708.09. See Attachment for calculations.



## 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](http://www.klwtd.com)

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 District Clerk (at 305-451-4019 ext. 210 or [Shannon.McCully@klwtd.com](mailto:Shannon.McCully@klwtd.com)). You may submit any documents you would like the Board to consider no later than 15 calendar days from the date of this notice.

Sincerely,

Peter Rosasco, 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

### ATTACHMENT

**EDU Assignment:** KLWTD Rules and Regulations provide that each non-residential tax parcel shall be assigned 1 EDU for 167 gallons per day (GPD). The District estimates water usage from the additional structure to be 1,320 GPD for a total of 7.9 EDUs.

**Previous System Development Charges:** Your property was previously assigned 18.2 EDUs for a total SDC assessment of \$55,940.00. The SDC has been reduced by previous payments in the amount of \$44,752.00 leaving a remaining assessment balance due of \$11,188.00. You may opt to pay that balance in full or continue making annual payments on the Annual Tax Bill from the Monroe County Tax Collector.

### SIC Calculation

EDU Increase (26.10 EDUs – 18.2 EDU)	7.9 EDUs
Total SDC Increase Charge (\$4,306.00 per EDU x 7.9 EDUs)	\$34,017.40
Engineering Costs	\$0.00
Construction Costs	\$0.00
<b>SIC Payment Deposited 04/26/2024</b>	<b>- \$10,000</b>
<b>Total SIC Charge Due</b>	<b>\$24,017.40</b>

**Wastewater Base Charge:** The District collects a monthly base charge at the rate of \$27.13 per EDU (x 26.10 EDUs) for a total of \$708.09.

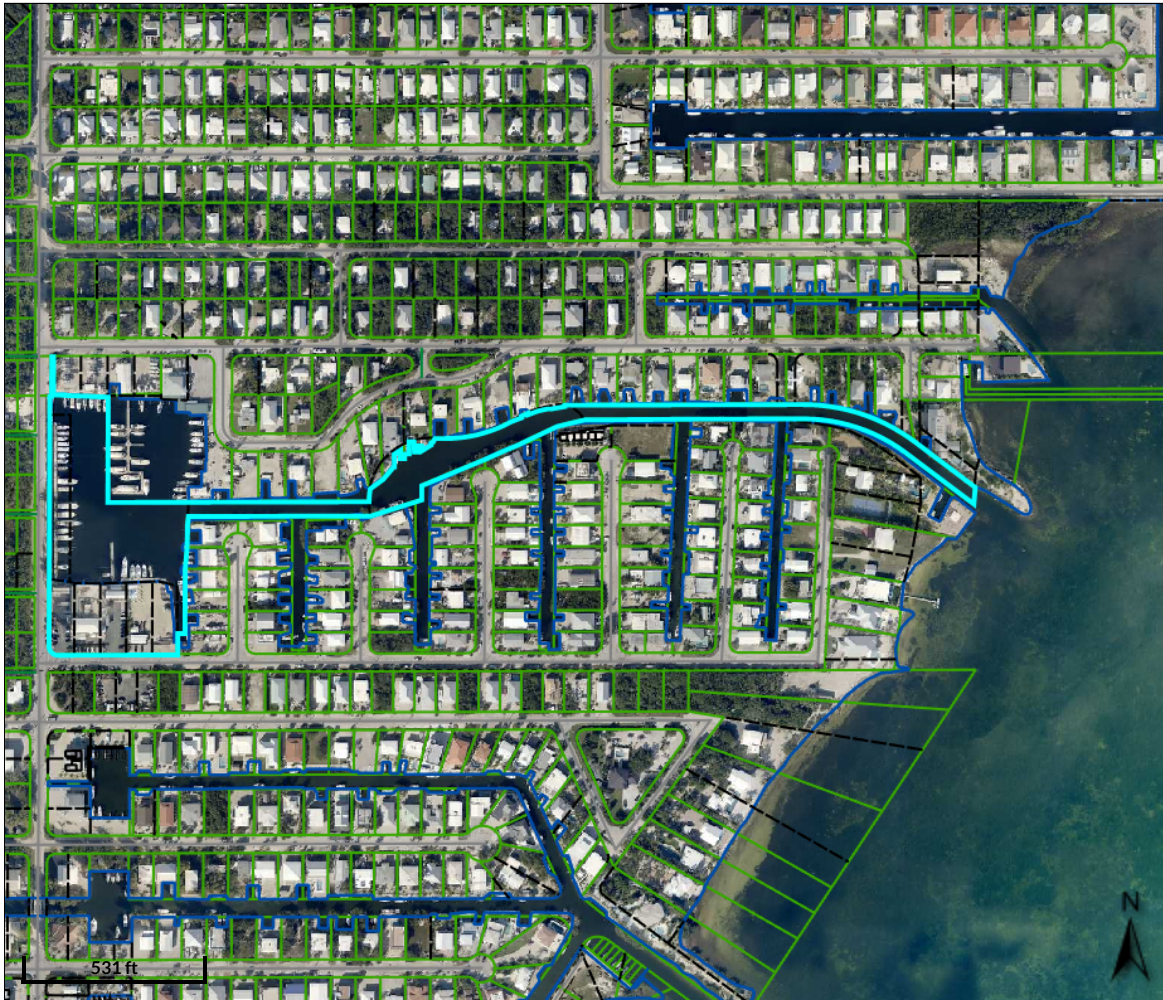
This charge does not include the monthly volumetric charge (\$4.26 per 1,000 gallons of water consumed.)

*Note, meters coded as Fire or Irrigation are not charged for wastewater.*

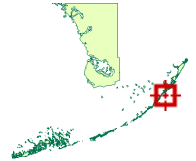
If no building on the premises is capable of generating wastewater, you may apply for a temporary deferral of wastewater monthly billing. Upon General Manager approval, such deferral shall expire the earlier of: 1. Issuance of a certificate of occupancy (C.O.), 2. Date the structure connects to the central wastewater system, or 3. Sixty (60) calendar Days.



# Monroe County, FL



## Overview



## Legend

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

**Parcel ID** 00502870-000000 **Alternate ID** 1620751 **Owner Address** KLF RE LLC  
**Sec/Twp/Rng** 33/61/39 **Class** AIRPORT, MARINAS, BUS TERM 1313 Ocean Bay Dr  
**Property Address** 1313 OCEAN BAY Dr  
KEY LARGO Key Largo, FL 33037  
**District** 500K  
**Brief Tax** KEY LARGO BEACH ADDITION PB4-22 KEY LARGO LOTS 1 2 3 4 & 5 BK 9 KEY LARGO BEACH PB2-149 KEY LARGO E 5' TRACT A  
**Description** TRACT L TRACT N PT TRACK M PT LAKE LARGO AND W'LY 60' OF LAKE LARGO OR410/666/67/68 OR498-984 OR506-437 OR622-  
245 OR766-794 OR798-982/983 OR922-2324/25 OR964-1667 OR1546-514 OR1567-1348 OR1578-272/276 OR1579-1783/95  
OR1581-894 OR1622-223/224 OR1706-2067/68 OR1706-2069 OR3108-2297 OR3108-2302  
(Note: Not to be used on legal documents)

Date created: 4/30/2024

Last Data Uploaded: 4/30/2024 6:56:36 AM

Developed by  **Schneider**  
GEOSPATIAL



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

Meeting Date:  
May 7, 2024

Agenda Item Number: O-3

Action Required:  
No

Department:  
Legal

Sponsor:  
Nicholas Mulick

Subject:  
**M.J. Wood Update**

Summary:

Mr. Mulick will update the Board on the meeting with M.J. Wood on April 30, 2024.

## Reviewed / Approved

## Financial Impact

## Attachments

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

\$

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

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

Funding Source:

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

N/A

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

Budgeted:

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

N/A

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

General Manager

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

5.2.24