



Key Largo Wastewater Treatment District  
Board of Commissioners Meeting  
Tuesday, May 20, 2025  
4:00 PM

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## AGENDA

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

Meeting link for computer, tablet, or  
smartphone.

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

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

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

### BOARD MEMBERS:

---

|                   |                     |
|-------------------|---------------------|
| 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                           |     |
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## N. ENGINEERING

### O. LEGAL

1. 91941 Tavernier LLC - 91941 Overseas Hwy, AK No. 1101851;  
Reso No. 08-2025

126

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ("THE DISTRICT") IMPOSING A SYSTEM IMPACT CHARGE ("SIC") FOR THE PROPERTY LOCATED AT 91941 OVERSEAS HWY, TAVERNIER, FLORIDA, WITH ALTERNATE KEY NUMBER 1101851; AND PROVIDING FOR ITS IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

### P. COMMISSIONER'S ITEMS

1. Safety Committee Update

134

### Q. ROUNDTABLE

### R. ADJOURNMENT

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

Meeting Date:  
May 20, 2025

Agenda Item Number: F-1

Action Required:  
Yes

Department: Legal  
Sponsor: Nicholas Mulick

Subject:  
**Minutes of May 6, 2025**

Summary:  
Staff to present the minutes of May 6, 2025, 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: 5-15-25  
General Manager



Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, May 6, 2025

## MINUTES

### **CALL TO ORDER (A)**

Chairman Nicolas Rodriguez called the meeting to order at 4:02 p.m.

### **PLEDGE OF ALLEGIANCE (B)**

Ms. Shannon McCully led the Pledge of Allegiance.

### **ROLL CALL (C)**

Present were: Chairman Nicolas Rodriguez; Commissioners Timothy Maloney and Robert Majeska

Present Virtually (non-voting): Commissioners Philip Schwartz and Sue Heim

Also present: General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Finance Manager Connie Fazio; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; Weiler Engineering Steve Suggs and Lexi Connor; 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 (E-1)*

Commissioner Maloney requested the addition of item *P-1 Vac Trailer Safety Issue*  
Commissioner Majeska requested the addition of items *P-2 Re-Use* and *P-3 Small Waste of Money*

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

### **PUBLIC COMMENT (E)**

No speakers.

### **APPROVAL OF MINUTES (F)**

*Minutes of March 18, 2025 (F-1)*

**Motion:** Commissioner Majeska made a motion to approve the Minutes of March 18, 2025. Commissioner Maloney seconded the motion. Motion passed without objection.

*Minutes of April 15, 2025 (F-2)*

**Motion:** Commissioner Maloney made a motion to approve the Minutes of April 15, 2025. Commissioner Majeska seconded the motion. Motion passed without objection.

**GENERAL MANAGER (G)**

*FKWQIP request from Congressman Gimenez (G-1)*

Mr. Rosasco presented a letter from Congressman Gimenez to the Army Corps of Engineering, on behalf of the Key Largo Wastewater Treatment District, Village of Islamorada, and City of Marathon requesting FKWQIP funding.

**CUSTOMER SERVICE (H)**

No report in agenda.

**IT (I)**

*IT Report – March 2025 (I-1)*

Mr. Redmond presented the IT monthly report.

**BUDGET AND FINANCE (J)**

*2<sup>nd</sup> Quarter Fiscal Year 2025 Financial Reports (J-1)*

Ms. Fazio presented the 2<sup>nd</sup> quarter financial reports for the fiscal year 2025.

**FIELD (K)**

No report in agenda.

**PLANT/FACILITIES (L)**

*Injection Well Pump Repair (L-1)*

Mr. Dempsey requested approval of a proposal from Tom Evans Environmental to repair a vertical turbine injection well pump.

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

**Vote on Motion:**

**Commissioner Majeska - Aye**  
**Commissioner Maloney – Aye**  
**Chairman Rodriguez – Aye**

*Replacement Vac Tron Purchase (L-2)*

Mr. Dempsey requested approval to purchase a replacement Vac Tron.

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

**Vote on Motion:**

**Commissioner Maloney - Aye**  
**Commissioner Majeska – Aye**  
**Chairman Rodriguez – Aye**

**CAPITAL PROJECTS (M)**

*KLWTD Power Conditioning Project – Change Order #1 (M-1)*

**Chairman Rodriguez “I make a motion to re-open the agenda to combine items M-2 and M-3 in with M-1.” Motion passed without any objections.**

Mr. Suggs presented Change Order #1 for the Power Conditioning Project for KLWTD with 3 Options suggesting approval of Option 1.

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

**Vote on Motion:**

**Commissioner Majeska – Aye**  
**Commissioner Maloney – Aye**  
**Chairman Rodriguez – Aye**

**ENGINEERING (N)**

No report in agenda.

**LEGAL REPORT (O)**

*South Cliff Holdings, LLC (Reso. 06-2025) (O-1)*  
Mr. Mulick requested adoption of Resolution 06-2025.

**Motion: Commissioner Maloney made a motion to adopt Resolution 06-2025.  
Commissioner Majeska seconded the motion.**

**Vote on Motion:**

**Commissioner Maloney – Aye**  
**Commissioner Majeska – Aye**  
**Chairman Rodriguez – Aye**

*Amended Easement Agreement with the Archdiocese of Miami, Florida (Reso. 07-2025) (O-2)*  
Mr. Mulick requested adoption of Resolution 07-2025.

**Motion: Commissioner Majeska made a motion to adopt Resolution 07-2025.  
Commissioner Maloney seconded the motion.**

**Vote on Motion:**

**Commissioner Majeska – Aye**  
**Commissioner Maloney – Aye**  
**Chairman Rodriguez – Aye**

**COMMISSIONER ITEMS (P)**

*Vac Trailer Safety Issue (P-1)*

Commissioner Maloney requested an update on the Vac Trailer safety repairs. Mr. Suggs advised that the Board the Change Order for the repairs will be on the May 20, 2025, agenda.

*Re-Use (P-2)*

Commission Majeska requested information regarding future plans for a Re-Use Water Program.

*Small Waste of Money (P-3)*

Commissioner Majeska discussed our monthly Keys Weekly advertisement for KLWTD's Board of Commissioners Meetings. Staff to bring this back at a later date, with details regarding the advertisement.

**ROUNDTABLE DISCUSSION (Q)**

No report in agenda.

**ADJOURNMENT (R)**

The meeting was adjourned at 6:13 p.m.

\_\_\_\_\_  
Nicolas Rodriguez, Chairman

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

Seal \_\_\_\_\_

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

Meeting Date:  
May 20, 2025

Agenda Item Number: G-1

Action Required:  
No

Department:  
General Manager

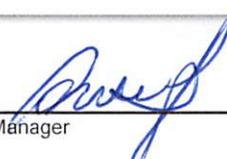
Sponsor:  
Peter Rosasco

Subject:  
**ACFR Presentation / Financial Audit Results for FY2024**

Summary of Discussion:

Tony Grau will present the KLWTD ACFR (Annual Comprehensive Financial Report) and the results of the financial audit for Fiscal Year 2024.

| <u>Reviewed / Approved</u> | <u>Financial Impact</u> | <u>Attachments</u>                              |
|----------------------------|-------------------------|---|
| Operations: _____          | \$                      | 1. Letter to the Board from Grau and Associates |
| Administration: _____      |                         |   |
| Finance: _____             | Funding Source:         | 2. FY24 ACFR Report                             |
| District Counsel: _____    | N/A                     |   |
| District Clerk: _____      | Budgeted:               |   |
| Engineering: _____         | N/A                     |   |

Approved By:  Date: 5-15-25  
General Manager



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

1001 Yamato Road • Suite 301  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
www.graucpa.com

May 12, 2025

To the Board of Supervisors  
Key Largo Wastewater Treatment District  
Key Largo, Florida

We have audited the financial statements of Key Largo Wastewater Treatment District (“District”) as of and for the fiscal year ended September 30, 2021, and have issued our report thereon dated May 12, 2025. Professional standards require that we advise you of the following matters relating to our audit.

We have also examined the District’s compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2021 which was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants.

**Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated April 6, 2023, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process.

However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting and material noncompliance, and other matters noted during our audit in a separate letter to you dated May 12, 2025.

## **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

## **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm, have complied with all relevant ethical requirements regarding independence.

With respect to financial statement preparation, the following safeguards are in place:

- Management made all decisions and performed all management functions;
- A competent individual was assigned to oversee the services;
- Management evaluated the adequacy of the services performed;
- Management evaluated and accepted responsibility for the result of the service performed; and
- Management established and maintained internal controls, including monitoring ongoing activities.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in Note 2 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the fiscal year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements were:

Management's estimate of the useful lives of capital assets is based on information obtained from the experience of other governments as adapted for differences in application and environment. We evaluated the key factors and assumptions used to develop the estimate of the useful lives of capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the net Other Post-Employment Benefits (OPEB) liability is based on information received from the District's actuary. We evaluated the key factors and assumptions used to develop the estimate and determined that it is reasonable in relation to the financial statements taken as a whole.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the District's financial statements relate to:

The OPEB plan disclosure in the Notes pertaining to the net OPEB liability, deferred inflows and outflows of resources and OPEB expense related to the plan.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Districts's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated May 12, 2025.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District's auditors.

### **Noncompliance with Laws and Regulations, Violations of Contract Provisions or Grant Agreements (if applicable)**

We have identified the following matters involving noncompliance with laws and regulations, violations of contract provisions or grant agreements that came to our attention during the course of the audit.

State Financial Assistance Project Finding 2024-01: Questioned Cost

- **State Project:** Statewide Surface Water Restoration and Wastewater Projects
- **CSFA Number:** 37.039
- **Criteria:** Unallowable Cost
- **Condition:** During our audit, we identified one invoice totaling \$115,387 that was charged to the state award twice.
- **Questioned Costs:** \$115,387
- **Context:** The questioned cost was related to an invoice from a vendor dated 11/15/2023 under project LPA0424. After discovering the questioned cost. We expanded our sample of the major state project by 21% and reviewed the description of costs on other reimbursement requests related to the fiscal year ending September 30, 2024 and did not note any other apparent duplicate costs.
- **Cause:** The questioned cost which was requested on two different reimbursement requests.
- **Effect:** The questioned costs resulted in a deduction from a subsequent pay request after the District brought it to the grantor's attention.
- **Recommendation:** We recommend that District review its processes for determining if costs have been previously requested for reimbursement under grants.
- **Management's Response/Corrective Action Plan:** While gathering documents for the Fiscal Year 2024 Single Audit, it came to our attention that a construction pay application for a Stewardship grant project was inadvertently submitted twice by KLWTD Finance Department to the Florida Department of Environmental Protection (FDEP). This occurred in two separate quarterly reimbursements, resulting in duplicate payment for the same pay application. The FDEP processed and paid the application twice, leading to an overpayment of \$115,387.43.

When this issue was discovered, we notified our auditors as well as FDEP. We offered to immediately process a check for reimbursement of the overpayment, but were notified that FDEP's preference was to deduct the \$115,387.43 from a subsequent reimbursement request for the specific grant project, which has been done.

To prevent a similar issue from occurring in the future, we have implemented additional procedures to verify and reconcile all prior payments against current requests. This process will ensure accurate and timely reimbursement requests and payments.

This report is intended solely for the information and use of the Board of Commissioners, and management of the District and is not intended to be and should not be used by anyone other than these specified parties.

  
Grau & Associates



*Key Largo Wastewater Treatment District*

**ANNUAL COMPREHENSIVE FINANCIAL REPORT**

**SEPTEMBER 30, 2024**

**Key Largo Wastewater Treatment District  
Annual Comprehensive Financial Report  
For the Fiscal Year ended September 30, 2024**

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**Key Largo Wastewater Treatment District  
Annual Comprehensive Financial Report  
For the Fiscal Year ended September 30, 2024**

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# Key Largo Wastewater Treatment District

103355 Overseas Highway  
Key Largo, FL 33037  
Phone: (305) 451-4019 Fax: (305) 453-5807  
www.klwtd.com



May 12, 2025

Honorable Chairman,  
Members of the Board of Commissioners, and  
Citizens of Key Largo

The comprehensive annual financial report of the Key Largo Wastewater Treatment District, Florida for the fiscal year ended September 30, 2024, is submitted herewith pursuant to Florida Statute Chapter 218.39 and Chapter 189.436(3) governing audit requirements for special districts.

This report consists of management's representations concerning the finances of the Key Largo Wastewater Treatment District. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the Key Largo Wastewater Treatment District has established a comprehensive internal control framework that is designed both to protect the District's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Key Largo Wastewater Treatment District's financial statements in conformity with Generally Accepted Accounting Principles (GAAP). Because the cost of internal controls should not outweigh their benefits, the Key Largo Wastewater Treatment District's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The Key Largo Wastewater Treatment District's financial statements have been audited by Grau & Associates, a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the Key Largo Wastewater Treatment District for the fiscal year ended September 30, 2024, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unqualified opinion that the Key Largo Wastewater Treatment District's financial statements for the fiscal year ended September 30, 2024, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

In addition to meeting the requirements set forth above, the independent audit was also designed to meet the requirements of Chapter 10.550, Rules of the Auditor General. These standards require the independent auditor to report not only on the fair presentation of the basic financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal and state awards. The report is presented in the compliance section of this report.

In accordance with Governmental Accounting Standards Board Statement No. 34, Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments, GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The Key Largo Wastewater Treatment District's MD&A can be found immediately following the independent auditor's report on the basic financial statements.

The financial and accounting structure of the District consists of a single enterprise fund. The District is an Independent Special District authorized by Chapter 2002-337, Florida Statutes, enacted May 23, 2002. The principal function of the District is to provide for the design, construction and operation of wastewater treatment facilities to serve the island of Key Largo, an unincorporated portion of Monroe County, Florida. The District complies with the operating and reporting requirements of Chapter 189, Florida Statutes as applicable to Special Districts.

The District develops an annual budget to provide for the operations and capital programs of the District. A draft budget is developed by management and presented to the Board of Commissioners for review, revision and ultimate approval. The budget is adopted by the Board of Commissioners, by resolution, for the upcoming fiscal year of October 1st through September 30th.

The District's mission is part of larger state and national initiatives to save the Everglades and Florida Bay ecosystems for the benefit of future generations. In Key Largo, and typically all the Florida Keys except Key West, the disposal of domestic sewage has been historically handled by septic tanks and cesspits. Many commercial operations utilized small package sewage treatment plants. Florida statute 99-395 mandated the district establish goals which included the introduction of advanced wastewater treatment (AWT) and disposal infrastructure to serve all residents and commercial operations of Key Largo by July, 2010. This was later amended by the legislature in 2010 and the deadline for Advanced Wastewater Treatment standards required by the Statue 99-395 was extended to 2016.

Over 13,000 individual parcels of land exist on Key Largo. The District designed, engineered and constructed a main transmission line and associated collection systems to provide vacuum based collection services to the District's entire service area excluding properties where it was cost prohibitive to do so. This project was completed and placed into service during fiscal year 2011, which was 4 years earlier than the extended deadline. The completion of this project concluded the construction of the District's basic wastewater infrastructure throughout its entire service area, however, those unique properties that were unable to be provided with vacuum based collection services were given the option of joining the District's grinder pump project that started in fiscal year 2012, and was completed before the 2016 deadline.

The District continues to improve the Key Largo system to increase efficiency, harden assets, protect against hurricanes and other catastrophic events, and to lessen any negative environmental impact.

The preparation of this comprehensive annual financial report for the Key Largo Wastewater Treatment District was made possible by the dedicated efforts of all members of the District's staff. Each staff member has our sincere appreciation for the contributions made to this report.

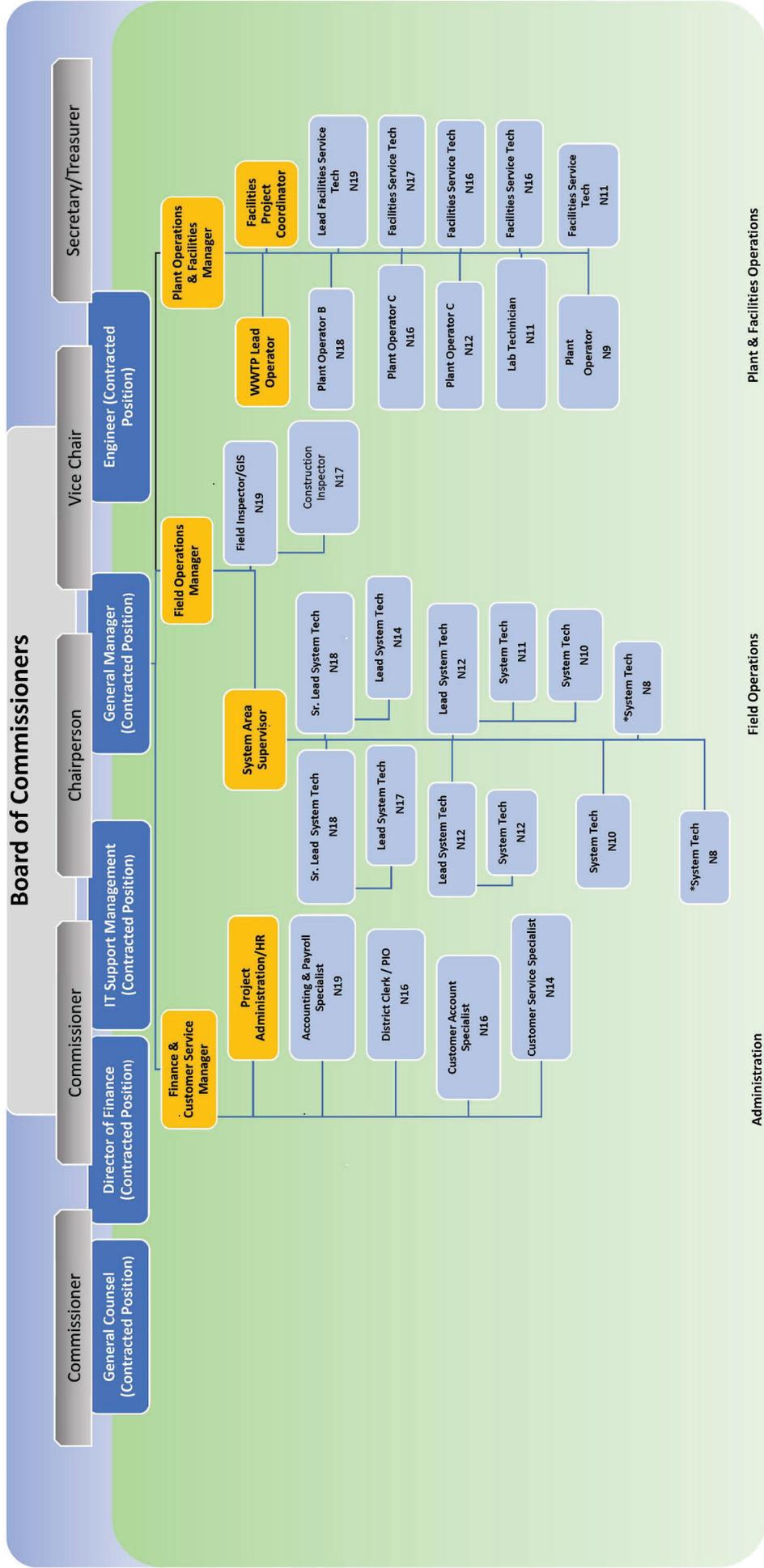
In closing, without the leadership and vision of the Board of Commissioners, preparation of this report would not have been possible.

A handwritten signature in blue ink, appearing to read "Peter Rosasco CPA". The signature is fluid and cursive, with the letters "CPA" written in a slightly larger, more distinct font at the end of the signature.

Peter Rosasco, CPA General Manager & Finance Director



# Key Largo Wastewater Treatment District FY24 Organizational Chart



Revised 08/01/2023.

**Key Largo Wastewater Treatment District  
List of Principal Officials**

**FY2024**

Nicolas Rodriguez, Chairman

Timothy Maloney, Vice Chairman

Susan Heim, Secretary/Treasurer

Robert Majeska, Commissioner

Philip Schwartz, Commissioner

**District Management**

Peter Rosasco, CPA, General Manager and Finance Director

Connie Fazio, Finance Manager

Shannon McCully, District Clerk

**District Counsel**

Nicholas Mulick

**District Engineer**

The Weiler Engineering Corp.  
R. Jeff Weiler P.E., President  
Edward R. Castle, Project Manager

# Financial Section



## INDEPENDENT AUDITOR'S REPORT

Board of Commissioners  
Key Largo Wastewater Treatment District  
Key Largo, Florida

### Report on the Financial Statements

#### *Opinion*

We have audited the accompanying basic financial statements of Key Largo Wastewater Treatment District, Key Largo, Florida ("District") as of and for the fiscal year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the District as of September 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinion**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Responsibilities of Management for the Financial Statements**

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and schedule of changes in the District's net OPEB liability and related ratios be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The budgetary comparison schedule, schedule of expenditures of state financial assistance projects, as required by Chapter 10.550, Rules of the Auditor General of the State of Florida, and schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The budgetary comparison schedules, schedule of expenditures of state financial assistance projects and schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison schedules, schedule of expenditures of state financial assistance projects and schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

### **Other Information Included in the Financial Report**

Management is responsible for the other information included in the financial report. The other information comprises the information for compliance with FL Statute 218.39 (3) (c), the introductory section and statistical section but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

### **Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated May 12, 2025, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

*B. Han & Associates*

May 12, 2025

# **Management's Discussion and Analysis**

## **KEY LARGO WASTEWATER TREATMENT DISTRICT MANAGEMENT'S DISCUSSION AND ANALYSIS**

On behalf of the Key Largo Wastewater Treatment District, Key Largo, Florida (District), management presents this narrative overview and analysis of financial activities of the District to readers of the District's financial statements for the fiscal year ended September 30, 2024. We are including this discussion and analysis in order to provide the reader with a better understanding of the District's overall financial position. This narrative should be considered in conjunction with the additional information contained in the introductory transmittal letter and the District's financial statements which follow in this section.

### **Overview of Operations**

The District was formed as a special district with the election of inaugural commissioners on November 5, 2002, as provided in Chapter 2002-337, Florida Statutes. The District's mission includes the introduction and operation of advanced wastewater treatment and disposal infrastructure to serve all residents and commercial operations on the unincorporated island of Key Largo.

From FY2003 through FY2011, The District focused on its role as a new public utility and constructing a single regional treatment facility and vacuum collection system to the KLWTD service area. Originally, the wastewater treatment plant's capacity was 0.183mgd (million gallons per day) and was increased to 2.3mgd in FY2011 to ultimately serve the area with a single regional treatment facility. Installation of the transmission main and vacuum collection systems took place in all service areas.

The District created a policy of levying special assessments on all parcels to be benefited by the construction. The assessments on the benefiting property owners were intended to recover a portion of the cost of the improvements. Each parcel owner had the choice to pay the assessment in full or as a non-ad valorem tax over a 20 year period.

In FY2012 the District entered into an interlocal agreement with the Islamorada Village of Islands to treat its wastewater and sell treatment plant capacity space of 1.104 million gallons of average daily flow. In FY2014 the District began receiving flows from Islamorada for treatment.

From FY2015 through FY2016, the treatment plant capacity was upgraded to 3.45mgd to accommodate the additional flows from Islamorada. The system consistently meets Advanced Wastewater Treatment Standards (AWT).

A grinder pump project commenced during FY2012 and was substantially completed in FY2016. The grinder pump project provides centralized sewer service to properties where it was cost prohibitive to provide a vacuum based collection system.

A chemical feed system upgrade project and the blower upgrade project were completed in FY2017.

In FY2018, the District began a capital upgrades project that included a process water system project, a headworks bypass piping project, a bridge to SBR #3 and filter booster pump upgrade. In addition, a solar arrays project that was started in FY2018, which included solar panels over the disinfection basin and on the roof of the plant operations building.

In FY2019, the District installed solar panels over the disinfection basin to reduce chemical costs and produce clean energy, and began the construction of the steel storage building at the wastewater treatment plant.

In FY2020, the District completed, the capital upgrades project, and the installation of the solar panels over the disinfection basin. These projects were done to reduce chemical costs and produce clean energy. In addition, the District completed the construction of a steel storage building at the wastewater treatment plant in FY2020.

In FY2022 the District continued work on the solar array projects and fire suppression projects. The vacuum trailer/VPS piping modification project and tanks coating project also commenced in FY2022.

## **Overview of Operations (Continued)**

In FY2023, the fire suppression project, the tanks coating project and the solar project were completed. Work continued on the VPS modifications project and the filtration upgrade project. Work commenced on the collections system monitoring project.

In FY2024, active projects include: filtration upgrade, collections system monitoring, and VPS modification. The equalization tank/headworks screening, power conditioning/WWTP electrical upgrades, and vacuum station odor control projects will commence in 2025.

The District continues to improve the Key Largo system to increase efficiency, harden assets, protect against hurricanes and other catastrophic events, and to lessen any negative environmental impact.

## **The District's Single Enterprise Fund**

The District uses proprietary fund accounting to record and report its results of operation as a single enterprise fund. This method of accounting is used when an entity charges customers for the services it provides.

## **Basic Financial Statements**

The basic financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of revenues, expenses and changes in net position presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

## **District's Net Position**

Total assets of the District at September 30, 2024 were \$172,306,956 and total liabilities amounted to \$19,549,665. Total net position of the District was \$152,691,689. For the prior year, total assets of the District at September 30, 2023, were \$168,245,223 and total liabilities amounted to \$23,323,025 and total net position of the District was \$144,839,695.

Total current assets of \$36,688,159 at September 30, 2024 included \$2,764,983 in amounts due to the District from other government agencies and unrestricted cash and cash equivalents of \$21,428,703. Restricted current assets included cash and cash equivalents of \$12,423,917, restricted for debt service and reserves for future repairs and replacements. For the prior year, total current assets of \$32,817,435 at September 30, 2023 included \$4,000,701 in amounts due to the District from other government agencies. The District had unrestricted cash and cash equivalents of \$14,215,125 and restricted cash and cash equivalents of \$14,558,459. These funds were restricted for debt service and reserves for future repairs and replacements.

Total noncurrent assets at September 30, 2024 of \$135,618,797 included \$2,092,460 in amounts due from other governments, \$58,295 in deposits, \$10,446,606 in assessments levied but not received, \$123,021,436 in land, equipment, and infrastructure (net of accumulated depreciation) owned by the District. In the prior year, total noncurrent assets at September 30, 2023 of \$135,427,788 included \$3,899,589 in amounts due from other governments, \$58,295 in prepaid expense and other assets, \$13,471,604 in assessments levied but not received, \$117,998,300 in land, equipment, and infrastructure (net of accumulated depreciation) owned by the District.

**District’s Net Position (Continued)**

Total liabilities at September 30, 2024 of \$19,549,665 included \$1,231,011 due to vendors for goods and services rendered, \$388,385 due to construction contractors for contracts and retainage payable, \$38,683 in accrued interest expense, \$5,887,567 in loans payable, of which \$1,379,609 is due next year, and \$10,446,606 for assessments levied but not yet received and other deferred revenues. In the prior year, liabilities at September 30, 2023 of \$23,323,025 included \$962,272 due to vendors for goods and services rendered, \$88,305 due to construction contractors for retainage payable, \$45,937 in accrued interest expense, \$8,611,738 in loans payable, and \$13,471,604 for assessments levied but not yet received and other deferred revenues.

Key components of the District’s net position are reflected in the following table:

**Key Components of Net Position**

|                                     | September 30,         |                       |
|-------------------------------------|-----------------------|-----------------------|
|                                     | 2024                  | 2023                  |
| Current and other assets            | \$ 49,285,520         | \$ 50,246,923         |
| Capital assets, net of depreciation | 123,021,436           | 117,998,300           |
| Total assets                        | <u>172,306,956</u>    | <u>168,245,223</u>    |
| Current liabilities                 | 3,037,688             | 2,441,075             |
| Long-term liabilities               | 16,511,977            | 20,881,950            |
| Total liabilities                   | <u>19,549,665</u>     | <u>23,323,025</u>     |
| Deferred inflows of resources       | 65,602                | 82,503                |
| Net position                        |                       |                       |
| Net investment in capital assets    | 115,365,875           | 109,298,259           |
| Restricted                          | 12,385,234            | 14,512,522            |
| Unrestricted                        | 24,940,580            | 21,028,914            |
| Total net position                  | <u>\$ 152,691,689</u> | <u>\$ 144,839,695</u> |

**District Revenues, Expenses, and Changes in Net Position**

The District’s net position increased by \$7,851,994 during the current fiscal year; from \$144,839,695 on September 30, 2023 to \$152,691,689 on September 30, 2024. Total revenues for the period were \$21,921,427 and total expenses for the period were \$14,069,433. For the prior year, total revenues for the period were \$19,109,703 and total expenses for the period were \$13,997,752.

In FY2020, a rate study was conducted, and a wastewater fee reduction rate of 15 percent was approved by the KLWTD Board of Commissioners by Resolution #22-12-19, effective January 1, 2020.

In FY2022, a rate study was conducted, and a wastewater fee reduction rate of 5 percent was approved by the KLWTD Board of Commissioners by Resolution #15-2022, effective October 1, 2022.

During the current fiscal year, operating revenues consisted of \$8,879,265 in charges to customers for services and related fees. The District received \$3,575,291 in assessments, \$1,699,437 in interest income and \$7,767,434 in grant income. For FY2023, operating revenue consisted of \$8,937,351 in charges to customers for services and related fees, and the District received \$3,504,380 in assessments, \$1,099,822 in interest income, and \$5,508,150 in grant income.

## District Revenues, Expenses, and Changes in Net Position (Continued)

Key elements of the change in net position are reflected in the following table:

|                               | Fiscal Year Ended September 30, |                       |
|-------------------------------|---------------------------------|-----------------------|
|                               | 2024                            | 2023                  |
| <b>Change in Net Position</b> |                                 |                       |
| Operating activities:         |                                 |                       |
| Charges for services          | \$ 8,879,265                    | \$ 8,937,351          |
| Cost of sales                 | (5,476,206)                     | (5,499,352)           |
| Administration                | (2,261,010)                     | (2,025,739)           |
| Other                         | (943,065)                       | (1,044,197)           |
| Depreciation                  | (5,182,009)                     | (5,186,981)           |
| Net operating (loss)          | <u>(4,983,025)</u>              | <u>(4,818,918)</u>    |
| Nonoperating activities:      |                                 |                       |
| Grant revenue                 | 7,767,434                       | 5,568,150             |
| Assessments                   | 3,575,291                       | 3,504,380             |
| Interest income               | 1,699,437                       | 1,099,822             |
| Interest expense              | (207,143)                       | (241,483)             |
| Net nonoperating activities   | <u>12,835,019</u>               | <u>9,930,869</u>      |
| Change in net position        | <u>7,851,994</u>                | <u>5,111,951</u>      |
| Net position, beginning       | <u>144,839,695</u>              | <u>139,727,744</u>    |
| Net position, ending          | <u>\$ 152,691,689</u>           | <u>\$ 144,839,695</u> |

### Capital Assets and Project Plan

The District adopted a master facilities plan in March, 2006 to construct wastewater collection transmission and treatment facilities to serve the entire island of Key Largo. The wastewater transmission and treatment facilities project was substantially completed and in service at the end of FY2011.

Subsequently, the District has been working on additional projects to harden assets and improve efficiency and effectiveness of operations, as discussed above.

Currently the District's 5-year capital asset and project plan consists of:

- Headworks & Influent EQ Tank
- Collection System Elevation Adjustments for Monroe County's Sea Level Rise Projects, Phases 1-4
- Vacuum Station Sewage Tank Upgrades
- Sludge Conditioning Upgrades (membrane thickening)
- Pharmaceuticals Treatment and Potable Reuse Demonstration Project
- Reclaimed Water to John Pennekamp State Park

At September 30, 2024 the District had \$185,794,033 invested in land, infrastructure, equipment, and construction in progress. Depreciation of \$62,772,597 has been taken, which resulted in a net book value of \$123,021,436. More detailed information about the District's capital assets is presented in the notes to the financial statements.

### Capital Debt

The District's capital debt decreased by \$1,344,563 during the current fiscal year, due to the regularly scheduled annual debt service payments. More detailed information about the District's capital debt is presented in the notes to the financial statements.

### **Economic Factors and Next Year's Budget**

The unemployment rate for Monroe County was 2.0% at December 2024. The rate compares favorably to the state's average unemployment rate of 3.4%.

Assessed property values in the District's service area increased in 2024; however, the District has no taxing authority, and no District revenue is derived from or dependent upon ad-valorem taxation. Therefore, this increase in property value should have no significant effect on the current or future financial performance.

In FY2025 the District's active projects will include the vac trailer/VPS piping modification project and the collections system monitoring project. The equalization tank/headworks screening, power conditioning / WWTP electrical upgrades, and vacuum station odor control projects will commence in 2025.

### **Contacting the District's Financial Management**

This financial report is designed to provide our citizens, landowners, taxpayers, customers, and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Key Largo Wastewater Treatment District's Finance Department at 103355 Overseas Highway, Key Largo, Florida, 33037. The KLWTD email address is: [finance@klwtd.com](mailto:finance@klwtd.com)

# **Basic Financial Statements**

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2024**

ASSETS

Current assets:

Unrestricted:

|                                   |                   |
|-----------------------------------|-------------------|
| Cash and cash equivalents         | \$ 21,428,703     |
| Accounts receivable               | 24,027            |
| Due from other governments        | 2,764,983         |
| Prepaid expenses                  | 46,529            |
| Total unrestricted current assets | <u>24,264,242</u> |

Restricted:

|                                 |                   |
|---------------------------------|-------------------|
| Cash and cash equivalents       | <u>12,423,917</u> |
| Total restricted current assets | <u>12,423,917</u> |
| Total current assets            | <u>36,688,159</u> |

Noncurrent assets:

|                               |                     |
|-------------------------------|---------------------|
| Due from other governments    | 2,092,460           |
| Deposits                      | 58,295              |
| Assessments receivable        | 10,446,606          |
| Capital assets:               |                     |
| Land                          | 2,012,494           |
| Construction in progress      | 17,190,253          |
| Depreciable assets            | 166,591,286         |
| Less accumulated depreciation | <u>(62,772,597)</u> |
| Total capital assets, net     | <u>123,021,436</u>  |
| Total noncurrent assets       | <u>135,618,797</u>  |
| Total assets                  | <u>172,306,956</u>  |

LIABILITIES

Current liabilities:

|                                       |                  |
|---------------------------------------|------------------|
| Accounts payable and accrued expenses | 1,231,011        |
| Payable from restricted assets:       |                  |
| Accrued bond interest payable         | 38,683           |
| Contracts and retainage payable       | 388,385          |
| Current portion of long term debt     | <u>1,379,609</u> |
| Total current liabilities             | <u>3,037,688</u> |

Noncurrent liabilities:

|                                |                   |
|--------------------------------|-------------------|
| Unearned revenue               | 10,446,606        |
| Loans payable                  | 5,887,567         |
| Compensated absences           | 135,194           |
| Other post employment benefits | 42,610            |
| Total noncurrent liabilities   | <u>16,511,977</u> |
| Total liabilities              | <u>19,549,665</u> |

DEFERRED INFLOWS OF RESOURCES

|                                     |               |
|-------------------------------------|---------------|
| Other post employment benefits      | <u>65,602</u> |
| Total deferred inflows of resources | <u>65,602</u> |

NET POSITION

|                                  |                       |
|----------------------------------|-----------------------|
| Net investment in capital assets | 115,365,875           |
| Restricted for debt service      | 1,467,685             |
| Restricted for other             | 10,917,549            |
| Unrestricted                     | <u>24,940,580</u>     |
| Total net position               | <u>\$ 152,691,689</u> |

See accompanying notes to financial statements

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

|  |                       |
|--|-----------------------|
| Operating revenues:                    |                       |
| Charges for services                   | \$ 7,366,897          |
| Other service fees                     | <u>1,512,368</u>      |
| Total operating revenues               | <u>8,879,265</u>      |
|  |                       |
| Operating expenses:                    |                       |
| Costs of sales and services            | 5,476,206             |
| Administration                         | 2,261,010             |
| Other                                  | 943,065               |
| Depreciation                           | <u>5,182,009</u>      |
| Total operating expenses               | <u>13,862,290</u>     |
|  |                       |
| Operating income (loss)                | <u>(4,983,025)</u>    |
|  |                       |
| Nonoperating revenues (expenses):      |                       |
| Grant revenues                         | 7,767,434             |
| Assessments                            | 3,575,291             |
| Interest income                        | 1,699,437             |
| Interest expense                       | <u>(207,143)</u>      |
| Total nonoperating revenues (expenses) | <u>12,835,019</u>     |
|  |                       |
| Change in net position                 | 7,851,994             |
|  |                       |
| Total net position - beginning         | <u>144,839,695</u>    |
|  |                       |
| Total net position - ending            | <u>\$ 152,691,689</u> |

See accompanying notes to financial statements

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
STATEMENT OF CASH FLOWS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

|  |                       |
|--|-----------------------|
| Cash flows from operating activities:  |                       |
| Receipts from customers and users  | \$ 10,091,314         |
| Payments to employees  | (3,575,973)           |
| Payments to suppliers  | <u>(4,821,574)</u>    |
| Net cash provided (used) by operating activities   | <u>1,693,767</u>      |
| Cash flows from capital and related financing activities:                                      |                       |
| Grants and other intergovernmental   | 7,767,434             |
| Assessments  | 3,575,291             |
| Other income   | 1,807,129             |
| Payments and fees on loan from other government  | (1,344,563)           |
| Interest payments  | (214,397)             |
| Acquisition and construction of capital assets   | <u>(9,905,062)</u>    |
| Net cash provided (used) by capital and related financing activities                           | <u>1,685,832</u>      |
| Cash flows from investing activities:  |                       |
| Investment earnings  | <u>1,699,437</u>      |
| Net cash provided (used) by investing activities   | <u>1,699,437</u>      |
| Net increase (decrease) in cash and cash equivalents   | <u>5,079,036</u>      |
| Cash and cash equivalents (including restricted), October 1                                    | <u>28,773,584</u>     |
| Cash and cash equivalents (including restricted), September 30                                 | <u>\$ 33,852,620</u>  |
| Reconciliation of operating (loss) to net cash provided (used) by operating activities:        |                       |
| Operating (loss)   | <u>\$ (4,983,025)</u> |
| Adjustments to reconcile operating (loss) to net cash provided (used) by operating activities: |                       |
| Depreciation expense   | 5,182,009             |
| (Increase)/Decrease in accounts receivable   | (23,669)              |
| (Increase)/Decrease in due from other governments  | 1,235,718             |
| (Increase)/Decrease in prepaid   | (3,737)               |
| Increase/(Decrease) in accounts payable  | 268,739               |
| Increase/(Decrease) in other post employment benefits  | (4,825)               |
| Increase/(Decrease) in compensated absences payable  | <u>22,557</u>         |
| Total adjustments  | <u>6,676,792</u>      |
| Net cash provided (used) by operating activities   | <u>\$ 1,693,767</u>   |

See accompanying notes to financial statements

## KEY LARGO WASTEWATER TREATMENT DISTRICT NOTES TO FINANCIAL STATEMENTS

### NOTE 1 – REPORTING ENTITY

The Key Largo Wastewater Treatment District, Key Largo, Florida (“District”) is an autonomous independent Special District and political body formed in 2002 by the Legislature of the State of Florida by House Bill 471, enacted as Chapter 2002-337, Laws of Florida, for the purpose of carrying out the planning, acquisition, development, operation, and management of a wastewater management system within the District’s boundaries in Key Largo, Monroe County, Florida. This responsibility was transferred from the Florida Keys Aqueduct Authority (“FKAA”) to the District pursuant to an Interlocal Agreement dated February 26, 2003 between the District, Monroe County, and FKAA. The District is governed by a five member Board of Directors which are elected in a nonpartisan election.

The financial statements were prepared in accordance with Governmental Accounting Standards Board (“GASB”) Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

### NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The District operates as a proprietary fund type, specifically an enterprise fund. The District’s financial statements are presented on the full accrual basis of accounting and conform to accounting principles generally accepted in the United States of America. The focus of a proprietary fund is the measurement of economic resources. Under this method revenues are recorded when earned and expenses are recorded when the liability is incurred, and all assets and liabilities associated with the entity are included on the balance sheet. The generally accepted accounting principles applicable to proprietary funds are similar to those applicable in the private sector.

Proprietary funds distinguish operating revenue and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with the fund’s principal ongoing operations. The operating revenues of the District are charges to customers for sales and services. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**Deposits and Investments** – The District’s cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Prepays** – Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

**Restricted Assets** – Restricted assets represent cash and other assets whose use is restricted by legal requirements, amounts set aside to meet sinking fund requirements and reserves for future repairs and replacements.

**Capital Assets** – Capital assets include property, plant, equipment and the wastewater collection system. The District maintains a \$750 threshold and estimated useful life of more than one year for additions to equipment. The remainder of capital assets with a value in excess of \$5,000 and an estimated useful life of in excess of two years are capitalized. Capital assets are recorded at historical cost. Donated capital assets are recorded at estimated fair value at the date of donation.

Interest incurred during the construction phase of capital assets is included as part of the capitalized value of the assets constructed.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized but expensed as incurred. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

| <u>Assets</u>                         | <u>Years</u> |
|---------------------------------------|--------------|
| Equipment – field and plant equipment | 7-10         |
| Equipment – vehicles                  | 5            |
| Infrastructure and building           | 30-40        |

The District’s wastewater system was completed in sections. Depreciation begins when the section is completed and placed in service.

**Long-term Obligations** – The long-term debt of the District is reported as a liability in the statement of net position.

**Compensated Absences** – It is the District’s policy to permit employees to accumulate earned but unused PTO leave benefits. 48 hours of Personal Time Off (PTO) is given to each employee at the start of each calendar year and must be used by the end of the calendar year. PTO leave up to 8 hours per month is earned by employees with the District under 5 years, 13 hours per month for employees with the District over 5 years, and 15 hours per month for employees with the District over 10 years. All PTO leave is accrued when earned in the government-wide and proprietary fund financial statements.

**Other Postemployment Benefits (OPEB)** – Effective October 1, 2017, the District adopted GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits or OPEB). It also improves information provided by state and local governmental employers about financial support for OPEB that is provided by other entities. See Note 8, Other Postemployment Benefits (OPEB), for more information on the District’s OPEB Plan.

**Deferred Outflows/Inflows of Resources** – In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

**Revenue Recognition** – Revenues that do not meet revenue recognition requirements (not earned) are recorded as unearned revenue.

Assessments are non-ad valorem assessments on parcels served within the District. The assessments were levied in phases one to two years before the related infrastructure for the area was completed. The assessments may be paid in one lump sum or allocated over a 20 year period. For assessments paid over a 20 year period, interest will be the lesser of the District's borrowing rate or 8% per year. There is no penalty for prepayments or deferred payments. The fiscal year for which annual assessments are levied begins on October 1 with discounts available for payments through February 28 and become delinquent on April 1. The District's annual assessments are billed and collected by the County Tax Assessor/Collector. The amounts remitted to the District are net of applicable discounts or fees and include interest on monies held from the day of collection to the day of distribution. The assessments were levied to fund a portion of the costs of the infrastructure being constructed to benefit parcels served and are reported as nonoperating revenues.

The portion of assessments receivable due and earned within the current fiscal period is considered to be revenue of the current period. The remainder is recorded as unearned revenue in the statement of net position.

**Fund Equity/Net Position** - Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's debt covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

The District first uses restricted resources, followed by unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

**Use of Estimates** – The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amount of assets, liabilities, and changes therein, and the disclosure of contingent assets and liabilities. Actual results could differ from those estimates.

## NOTE 3 – RESTRICTED CASH AND DEPOSITS

Cash and investment amounts restricted for specific use by outside parties at September 30, 2024 are as follows:

|   |                      |
|---|----------------------|
| Restricted for debt service on loans  | \$ 1,506,368         |
| Restricted for renewal and replacement of capital assets and insurance reserves | 10,917,549           |
|   | <u>\$ 12,423,917</u> |

### Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

**NOTE 4 – CAPITAL ASSETS**

The table below summarizes the capital activity for the fiscal year ended September 30, 2024.

|  | Beginning<br>Balance  | Additions           | Deletions           | Ending<br>Balance     |
|--|-----------------------|---------------------|---------------------|-----------------------|
| Capital assets, not being depreciated:       |                       |                     |                     |                       |
| Land   | \$ 2,012,494          | \$ -                | \$ -                | \$ 2,012,494          |
| Construction in progress                     | 7,790,791             | 9,559,414           | (159,952)           | 17,190,253            |
| Total capital assets, not being depreciated  | <u>9,803,285</u>      | <u>9,559,414</u>    | <u>(159,952)</u>    | <u>19,202,747</u>     |
| Capital assets, being depreciated:           |                       |                     |                     |                       |
| Buildings                                    | 4,172,358             | 10,061              | -                   | 4,182,419             |
| Treatment facilities                         | 42,905,856            | 43,519              | -                   | 42,949,375            |
| Collection system                            | 116,593,203           | 465,803             | -                   | 117,059,006           |
| Equipment                                    | 2,114,186             | 286,300             | -                   | 2,400,486             |
| Total capital assets, being depreciated      | <u>165,785,603</u>    | <u>805,683</u>      | <u>-</u>            | <u>166,591,286</u>    |
| Less accumulated depreciation for:           |                       |                     |                     |                       |
| Buildings                                    | 401,670               | 165,639             | -                   | 567,309               |
| Treatment facilities                         | 18,202,764            | 1,736,492           | -                   | 19,939,256            |
| Collection system                            | 37,616,625            | 3,113,964           | -                   | 40,730,589            |
| Equipment                                    | 1,369,528             | 165,915             | -                   | 1,535,443             |
| Total accumulated depreciation               | <u>57,590,587</u>     | <u>5,182,010</u>    | <u>-</u>            | <u>62,772,597</u>     |
| Total capital assets, being depreciated, net | <u>108,195,016</u>    | <u>(4,376,327)</u>  | <u>-</u>            | <u>103,818,689</u>    |
| Total capital assets, net                    | <u>\$ 117,998,301</u> | <u>\$ 5,183,087</u> | <u>\$ (159,952)</u> | <u>\$ 123,021,436</u> |

In connection with the District’s wastewater treatment project, the District has entered into various contracts with engineers and contractors to construct the collection system and treatment plant. As of September 30, 2024, there are open contracts totaling \$2,357,589.

**NOTE 5 – INTERLOCAL AGREEMENTS**

On May 22, 2012, the District entered into an interlocal agreement with Islamorada Village of Islands (“Islamorada”) for wastewater services. Under the terms of the agreement, the District will provide wastewater treatment and disposal services to Islamorada for a period of 30 years. The fee charged to Islamorada is \$4.65 per thousand gallons and adjusted in accordance with true-up provisions in the agreement. Wastewater treatment and disposal services commenced during June 2014. Total revenue earned relating to wastewater services provided to Islamorada during the year ended September 30, 2024 totaled \$1,342,261. Furthermore, Islamorada purchased capacity from the District and also agreed to pay for its proportionate share of plant capacity upgrades that the District constructed. In fiscal year 2012, the District charged Islamorada \$10,176,000 for the purchase of this capacity.

**Florida Keys Water Quality Improvement Program**

On October 31, 2014, the District entered into an interlocal agreement with the City of Marathon (“City”), Florida, and the Village of Islamorada (“Village”), Florida, to reallocate future grant revenue related to the United States Army Corps of Engineers’ Florida Keys Water Quality Improvement Program (“FKWQIP”). The original FKWQIP agreement authorized grant reimbursements to the District, City, and Village in a total amount of \$100,000,000. Under the agreement, the District is eligible to receive \$29,560,000 in grant reimbursements. During the current fiscal year the District received \$2,835,865 of funding, which increased the total amount allocated to \$29,450,668 as of September 30, 2024.

**NOTE 5 – INTERLOCAL AGREEMENTS (Continued)**

**Monroe County Interlocal Agreement**

On March 11, 2015, the District was awarded a \$17,000,000 grant from the State of Florida Department of Environmental Protection to be applied toward the construction of the wastewater system improvements. During the fiscal year 2016 the District executed an interlocal agreement with Monroe County whereby the grant was assigned to Monroe County in exchange for the amount being repaid over a 10 year period with zero interest. The agreement also stipulated that during the first three years of the assignment, Monroe County would be obligated to repay a maximum of \$1,000,000 per year. Furthermore, since the note is being repaid over 9 more years, the District discounted the remaining \$16,000,000 due from Monroe County over 9 years (1 year remaining at September 30, 2024) using a 2.04% discount rate to arrive at a discounted receivable balance of \$1,704,547. This amount is included as due from other governments.

Under the ILA agreement any other additional grant funds received by the District are eligible to be part of this exchange. The Florida Keys Environmental Stewardship Act was passed by the Florida State Legislature and signed into law in 2016. The Florida Keys received \$5,000,000 in 2016 from the Stewardship Act. The District was allocated \$1,250,000 of the \$5,000,000 allocation from the State of Florida Department of Environmental Protection for water quality improvement projects. The District Board, on October 18, 2016, approved exchanging the \$1,250,000 allocation with Monroe County. The note is being repaid over 12 years, therefore, the District discounted the \$1,250,000 due from Monroe County over 12 years (4 years remaining at September 30, 2024) using a 2.04% discount rate to arrive at a discounted receivable balance of \$387,913, which is included as due from other governments on the balance sheet.

**NOTE 6 – LONG-TERM DEBT**

**State Revolving Fund Loans**

As of September 30, 2024, the District has entered into four revolving loan agreements with the State of Florida Department of Environmental Protection Clean Water State Revolving Fund Loan program to finance its wastewater utility capital projects. Under the terms of the loan agreements pledged revenues shall be the gross revenues, together with system development charges, and annual wastewater assessments, derived yearly from the operation of the sewer system after payment of operating and maintenance expenses and any yearly payment obligation of any senior debt obligations. Each loan shall be repaid in 40 semiannual payments. Through September 30, 2024 the District has borrowed a total of \$57,818,739 under these agreements, including capitalized interest. As of September 30, 2024, repayments were made on the WW46401P loan agreement. WW464020, WW464030 and WW464010 loan agreements were paid off in prior fiscal years. The breakdown as of September 30, 2024 of the total amounts authorized, the fixed weighted average interest rate, the estimated semi-annual payment amount and the amounts drawn to date on each loan are as follows:

| SRF Loan Agreement | Total Loan Authorized Amount | Interest Rate | Semi-Annual Payment Amount | Total Obligation September 30, 2024 |
|--------------------|------------------------------|---------------|----------------------------|-------------------------------------|
| WW46401P           | \$ 8,611,738                 | 2.41% - 2.68% | \$ 779,480                 | \$ 7,267,175                        |
| Total              | \$ 8,611,738                 |               | \$ 779,480                 | \$ 7,267,175                        |

**NOTE 6 – LONG-TERM DEBT (Continued)**

**Long-term debt transactions**

Changes in long-term liability activity for the fiscal year ended September 30, 2024 were as follows:

|                               | Beginning<br>Balance | Additions         | Payments            | Ending<br>Balance   | Due Within<br>One Year |
|-------------------------------|----------------------|-------------------|---------------------|---------------------|------------------------|
| State Revolving Loan WW46401P | \$ 8,611,738         | \$ -              | \$ 1,344,563        | \$ 7,267,175        | \$ 1,379,609           |
| Compensated absences          | 112,637              | 228,884           | 206,327             | 135,194             | -                      |
| Total long term debt          | <u>\$ 8,724,375</u>  | <u>\$ 228,884</u> | <u>\$ 1,550,890</u> | <u>\$ 7,402,369</u> | <u>\$ 1,379,609</u>    |

The District's schedule of future debt service requirements is as follows:

| Year Ending<br>September 30 | Total               |                   |                     |
|-----------------------------|---------------------|-------------------|---------------------|
|                             | Principal           | Interest          | Total               |
| 2025                        | \$ 1,379,609        | \$ 179,352        | \$ 1,558,961        |
| 2026                        | \$ 1,415,571        | 143,390           | 1,558,961           |
| 2027                        | \$ 1,452,471        | 106,489           | 1,558,960           |
| 2028                        | \$ 1,490,336        | 68,625            | 1,558,961           |
| 2029                        | \$ 1,529,188        | 29,772            | 1,558,960           |
|                             | <u>\$ 7,267,175</u> | <u>\$ 527,628</u> | <u>\$ 7,794,803</u> |

**NOTE 7 – DEFERRED COMPENSATION PLAN**

The Key Largo Wastewater Treatment District Retirement Plan is a Deferred Compensation Plan 457(b) Plan established by the District to provide benefits at retirement to the employees of the District. All full-time employees can contribute at the first day of employment. For employer contributions, an employee is eligible on the first full payroll period coinciding with or following the completion of six months of service. Employees' interest in the District's contributions vest as follows: 25% after 1 year, 50% after 2 years, 75% after 3 years and 100% after 4 years.

The total payroll for employees covered by the 457(b) Plan for the current year was \$2,838,204. The District will match up to 6% of the employee's gross wages. For the year ended September 30, 2024, the District and the covered employees made the required contributions of \$120,215 and \$174,384, respectively, for a total of \$294,599.

**NOTE 8 – OTHER POSTEMPLOYMENT BENEFITS (OPEB)**

**Plan Description**

The District provides post-employment healthcare insurance coverage to eligible individuals pursuant to the requirements of State law.

**Eligibility** - Eligible individuals include all regular, full-time employees of the District who retire from active service and are eligible for retirement or disability benefits under one of the pension plans sponsored by the District. Under certain conditions, eligible individuals for healthcare coverage also include spouses and dependent children.

**Explicit Benefit Cost Sharing – Retiree and Dependents** - Retirees must pay 100% of the monthly premium as determined by the insurance carrier. The premium varies depending on whether the retiree elects single or spouse / family coverage.

**NOTE 8 – OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

**Plan Description (Continued)**

**Implicit Benefits** - Employees are permitted to continue coverage under the plans offered by the District in retirement by paying 100% of the cost of the premium for the continued coverage. This arrangement creates an implicit cost and liability for the District because the premium charged for these retirees is the same as the premium charged for active employees, who are younger than retirees on average. Since the same premiums are charged to active employees and retirees, and the District is unable to obtain age-adjusted premium information for the retirees, GASB 75 requires the district to calculate age-adjusted premiums for the purpose of projecting future benefits for retirees.

**Surviving Spouse Benefit** - Surviving beneficiaries continue to receive access to the District’s medical coverage after the death of the retired employee as long as they pay the required premiums.

**Disability Retirement Benefits** - There are two types of disability retirement available to employees of the District: (1) in-line-of-duty disability retirement and (2) regular disability retirement. To qualify for either type of disability retirement, members must be totally and permanently disabled to the extent that they are unable to work in any job for any employer. In-line-of-duty disability benefits are available to members on their first day of employment. To be eligible for regular disability retirement, members must complete eight years of creditable service with the District.

**Post Employment Benefits** – As of October 1, 2021, the date of the most recent actuarial valuation, 0 retired employees receive health benefits from the District. Future retirees will contribute 100% for coverage.

The District recognizes the cost of providing health insurance annually as expenses in the Statement of Revenues, Expenses and Changes in Net Position as costs are incurred.

At October 1, 2021, the date of the most recent actuarial valuation, the following employees were covered by benefit terms:

|  |           |
|--|-----------|
| Inactive employees or beneficiaries currently receiving benefits | -         |
| Inactive employees entitled to, but not yet receiving benefits   | -         |
| Active employees   | <u>33</u> |
|  | <u>33</u> |

**Changes in Net OPEB Liability**

Sources of changes in the net OPEB liability at September 30, 2024 were as follows:

|   | <b>Total OPEB Liability</b> | <b>Fiduciary Net Position</b> | <b>Net OPEB Liability</b> |
|---|-----------------------------|-------------------------------|---------------------------|
| Balance as of September 30, 2023                  | \$ 30,534                   | \$ -                          | \$ 30,534                 |
| Changes due to:                                   |                             |                               |                           |
| Service cost                                      | 4,470                       | -                             | 4,470                     |
| Interest  | 1,568                       | -                             | 1,568                     |
| Assumption changes                                | 6,017                       | -                             | 6,017                     |
| Difference between expected and actual experience | 248                         | -                             | 248                       |
| Benefit payments                                  | (227)                       | -                             | (227)                     |
| Balance as of September 30, 2024                  | <u>\$ 42,610</u>            | <u>\$ -</u>                   | <u>\$ 42,610</u>          |

**NOTE 8 – OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

**Deferred Inflows of Resources**

Amounts reported as deferred inflows of resources related to the plan will be recognized in pension expense as follows:

| Year Ending<br>September 30 | Deferred Inflow<br>of Resources |
|-----------------------------|---------------------------------|
| 2025                        | \$ 10,637                       |
| 2026                        | 10,637                          |
| 2027                        | 10,637                          |
| 2028                        | 9,445                           |
| 2029                        | 8,121                           |
| Thereafter                  | 16,125                          |
| Total                       | <u>\$ 65,602</u>                |

**Actuarial Assumptions**

Significant actuarial assumptions used to calculate the total OPEB liability were as follows:

|   |  |
|---|--|
| Measurement date                        | September 30, 2024   |
| Actuarial valuation date                | October 1, 2023  |
| Actuarial cost method                   | Entry age normal (Percent of Salary)   |
| Actuarial assumptions:                  |  |
| Discount Rate                           | 3.81%  |
| Year 1 Inflation Rates                  | 5.00%  |
| Year 2 Inflation Rates                  | 7.50%  |
| Ultimate Inflation Rate                 | 4.54%  |
| Year Ultimate Inflation Rate is Reached | 2090   |
| Payroll Growth                          | 4.20% per year.  |
| Mortality                               | Pub-2010 General Employees Headcount-Weighted Mortality fully generational using Scale MP-2021, and Pub-2010 General Retirees Headcount-Weighted Mortality fully generational using Scale MP-2021. |
| Retirement Rates                        | Experience-based table of rates  |

**Sensitivity of the Net OPEB Liability to Changes in the Discount Rate**

The following presents the net OPEB liability of the District, as well as what the District's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.02%) or 1-percentage-point higher (5.02%) than the current discount rate:

| 1%<br>Decrease<br>(3.02%) | Current<br>Discount Rate<br>(4.02%) | 1%<br>Increase<br>(5.02%) |
|---------------------------|-------------------------------------|---------------------------|
| \$ 49,399                 | \$ 42,610                           | \$ 36,652                 |

**Sensitivity of the Net OPEB Liability Using Alternative Healthcare Cost Trend Rates**

The following presents the net OPEB liability of the District, as well as what the District's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (4.5% decreasing to 3.5%) or 1-percentage-point higher (4.5% increasing to 5.5%) than the current healthcare cost trend rates:

| 1% Decrease<br>3.50% | Healthcare<br>Cost Trend<br>Rates - 4.5%<br>Baseline | 1% Increase<br>5.50% |
|----------------------|--|----------------------|
| \$ 38,819            | \$ 48,810  | \$ 61,608            |

**NOTE 8 – OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)**

**OPEB Expense**

For the year ended September 30, 2024, the District recognized OPEB expense of (\$6,825).

**NOTE 9 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts and errors and omissions. During the current fiscal year, the District maintained liability and errors and omissions insurance through PGIT Insurance, coverage may not extend to all situations. There were no significant settled claims during the past three years that exceeded the insurance coverage.

## **Required Supplementary Information**

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30,**

|   | 2024      | 2023      | 2022      | 2021      | 2020      | 2019      | 2018      |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>Total OPEB Liability</b>                       |           |           |           |           |           |           |           |
| Beginning balance                                 | \$ 30,534 | \$ 25,865 | \$ 77,726 | \$ 64,021 | \$ 90,982 | \$ 68,908 | \$ 53,846 |
| Service cost                                      | 4,470     | 3,913     | 3,761     | 14,150    | 13,853    | 16,729    | 15,762    |
| Interest  | 1,568     | 1,034     | 859       | 1,357     | 1,074     | 2,457     | 1,912     |
| Assumption Changes                                | 6,017     | -         | (36,659)  | -         | (28,892)  | -         | -         |
| Difference between expected and actual experience | 248       | -         | (19,555)  | -         | (11,232)  | 5,707     | 50        |
| Benefit payments and refunds                      | (227)     | (278)     | (267)     | (1,802)   | (1,764)   | (2,819)   | (2,662)   |
| Ending balance (a)                                | \$ 42,610 | \$ 30,534 | \$ 25,865 | \$ 77,726 | \$ 64,021 | \$ 90,982 | \$ 68,908 |

**Plan Fiduciary Net Position**

|                    |      |      |      |      |      |      |      |
|--------------------|------|------|------|------|------|------|------|
| Beginning balance  | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Ending balance (b) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

**Net OPEB Liability**

|                                    |           |           |           |           |           |           |           |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Total net OPEB Liability (a) - (b) | \$ 42,610 | \$ 30,534 | \$ 25,865 | \$ 77,726 | \$ 64,021 | \$ 90,982 | \$ 68,908 |
|------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|

|   |           |           |           |           |           |             |              |
|---|-----------|-----------|-----------|-----------|-----------|-------------|--------------|
| Plan fiduciary net position as a percentage of total OPEB liability | 0.00%     | 0.00%     | 0.00%     | 0.00%     | 0.00%     | 0.00%       | 0.00%        |
| Covered employee payroll  | 2,510,854 | 1,679,567 | 1,599,588 | 1,864,468 | 1,789,317 | \$1,605,707 | \$ 1,540,986 |
| Net OPEB liability as a percentage of covered employee payroll      | 1.70%     | 1.82%     | 1.62%     | 4.17%     | 3.58%     | 5.67%       | 4.47%        |

## **Supplementary Information**

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
SCHEDULE OF REVENUES AND EXPENSES (BUDGETARY BASIS) – BUDGET AND ACTUAL  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

|   | Budgeted Amounts      |  | Actual              | Variance with<br>Final Budget -<br>Positive<br>(Negative) |
|---|-----------------------|--|---------------------|---|
|   | Original              |  | Amounts             |   |
| <b>OPERATING REVENUES:</b>                |                       |  |                     |   |
| Wastewater Service Revenue                | \$ 7,600,000          |  | \$ 7,366,897        | \$ (233,103)  |
| Other revenues                            | 1,300,000             |  | 1,512,368           | 212,368   |
| Total operating revenues                  | <u>8,900,000</u>      |  | <u>8,879,265</u>    | <u>(20,735)</u>   |
| <b>OPERATING EXPENSES:</b>                |                       |  |                     |   |
| Department:                               |                       |  |                     |   |
| Administrative                            | 2,310,585             |  | 2,265,835           | 44,750  |
| Field                                     | 2,707,279             |  | 2,589,450           | 117,829   |
| Maintenance                               | 871,447               |  | 943,065             | (71,618)  |
| Treatment Plant                           | 3,483,918             |  | 2,886,756           | 597,162   |
| Total operating expenses                  | <u>9,373,229</u>      |  | <u>8,685,106</u>    | <u>688,123</u>  |
| Budgetary basis operating income (loss)   | <u>(473,229)</u>      |  | <u>194,159</u>      | <u>667,388</u>  |
| <b>NON OPERATING REVENUES (EXPENSES):</b> |                       |  |                     |   |
| Assessments                               | 3,203,238             |  | 3,394,693           | 191,455   |
| SDC Prepayments                           | 40,000                |  | 180,598             | 140,598   |
| Interest income                           | 900,000               |  | 1,699,437           | 799,437   |
| Monroe County Interlocal Agreement        | 2,125,000             |  | 2,125,000           | -   |
| Capital outlay                            | (15,586,397)          |  | (10,205,145)        | 5,381,252   |
| Debt service                              | (1,558,961)           |  | (1,551,706)         | 7,255   |
| Grant income                              | 11,627,886            |  | 7,767,434           | (3,860,452)   |
| Transfer to capital insurance & reserve   | (2,700,000)           |  | (2,260,000)         | 440,000   |
| Total non operating revenues (expenses)   | <u>(1,949,234)</u>    |  | <u>1,150,311</u>    | <u>3,099,545</u>  |
| Budgetary basis income (loss)             | <u>(2,422,463)</u>    |  | <u>1,344,470</u>    | <u>3,766,933</u>  |
| OPEB Expense/Income                       | -                     |  | 4,825               | 4,825   |
| Debt service principal                    | -                     |  | 1,344,563           | 1,344,563   |
| Depreciation                              | -                     |  | (5,182,009)         | (5,182,009)   |
| Capital asset additions                   | -                     |  | 10,205,145          | 10,205,145  |
| Transfer to capital & insurance reserve   | -                     |  | 2,260,000           | 2,260,000   |
| Monroe County Interlocal Agreement        | -                     |  | (2,125,000)         | (2,125,000)   |
| GAAP basis change in net position         | <u>\$ (2,422,463)</u> |  | <u>\$ 7,851,994</u> | <u>\$ 10,274,457</u>                                      |

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
OTHER INFORMATION – DATA ELEMENTS  
REQUIRED BY FL STATUTE 218.39(3)(C)  
UNAUDITED  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

| <u>Element</u>  | <u>Comments</u>                        |
|---|--|
| Number of District employees compensated in the last pay period of the District's fiscal year being reported.   | 40                                     |
| Number of independent contractors compensated to whom nonemployee compensation was paid in the last month of the District's fiscal year being reported. | 2                                      |
| Employee compensation   | \$2,838,204                            |
| Independent contractor compensation   | \$334,597                              |
| Construction projects to begin on or after October 1; (>\$65K)  | 5                                      |
| Vacuum Stations Odor Control  | \$4,009,141                            |
| Power Conditioning & Electrical Upgrades at Plant   | \$2,670,450                            |
| EQ Tank Headworks/Screening Upgrades  | \$1,950,000                            |
| Collection Systems Sea Level Rise Phase 1 Project   | \$1,887,612                            |
| Ductile Iron Piping Corrosion   | \$850,000                              |
| Budget variance report  | See page 22 of annual financial report |
| Ad Valorem taxes;   | Not applicable                         |
|   |  |
| Non ad valorem special assessments;   |  |
| Special assessment rate   | \$14.82 - \$48,601                     |
| Special assessments collected   | \$3,575,291                            |
| Outstanding Bonds:  | \$7,267,176                            |
|   |  |

# Statistical Section

This part of the District's comprehensive annual financial report represents information as a context for understanding what the information in the accompanying financial statements and notes to the basic financial statements says about the District's overall financial health.

## **Financial Trends:**

These schedules contain trend information to help the reader understand how the District's financial performance and well-being have changed over time.

## **Revenue Capacity:**

These schedules contain information to help readers assess the factors affecting the District's ability to generate revenues.

## **Debt Capacity:**

These schedules present information to help the reader assess the affordability of the District's current levels of outstanding debt and the District's ability to incur additional debt in the future.

## **Demographic and Economic Information:**

These schedules offer demographic and economic indications to help the reader understand the environment within which the District's financial activities take place and to help make comparisons over time with other agencies.

## **Operating Information:**

These schedules contain information about the District's operations and resources to help the reader understand how the District's financial information relates to the services the District provides and the activities it performs.

Sources: Unless otherwise indicated, information in these schedules is derived from the comprehensive annual financial reports for the respective years.

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
NET POSITION BY COMPONENT**

|                                  | Fiscal Year    |                |                |                |                |                |                |                |                |               |
|----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---------------|
|                                  | 2024           | 2023           | 2022           | 2021           | 2020           | 2019           | 2018           | 2017 *         | 2016           | 2015          |
| Net investment in capital assets | \$ 115,365,875 | \$ 109,298,259 | \$ 106,499,198 | \$ 104,185,761 | \$ 97,793,849  | \$ 94,838,093  | \$ 89,444,170  | \$ 88,109,122  | \$ 84,330,537  | \$ 78,118,004 |
| Restricted                       | 12,385,234     | 14,512,522     | 11,357,296     | 9,217,910      | 7,230,871      | 6,898,265      | 4,722,326      | 3,648,137      | 4,437,594      | 4,553,495     |
| Unrestricted                     | 24,940,580     | 21,028,914     | 21,871,250     | 21,442,821     | 23,855,218     | 23,446,004     | 25,144,142     | 23,664,064     | 23,004,180     | 10,595,667    |
| Total net position               | \$ 152,691,689 | \$ 144,839,695 | \$ 139,727,744 | \$ 134,846,492 | \$ 128,879,938 | \$ 125,182,362 | \$ 119,310,638 | \$ 115,421,323 | \$ 111,772,311 | \$ 93,267,166 |

\*Restated

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
CHANGE IN NET POSITION**

**Change in Net Position**

|  | Fiscal Year  |              |              |              |              |               |              |              |               |              |
|--|--------------|--------------|--------------|--------------|--------------|---------------|--------------|--------------|---------------|--------------|
|  | 2024         | 2023         | 2022         | 2021         | 2020         | 2019          | 2018         | 2017 *       | 2016          | 2015         |
| <b>Operating revenues:</b>               |              |              |              |              |              |               |              |              |               |              |
| Charges for service                      | \$ 8,879,265 | \$ 8,937,351 | \$ 9,273,720 | \$ 9,432,042 | \$ 9,275,186 | \$ 10,240,010 | \$ 9,905,815 | \$ 9,556,501 | \$ 9,369,902  | \$ 9,024,977 |
| Ad valorem taxes                         | -            | -            | -            | -            | -            | -             | -            | -            | -             | -            |
| Total operating revenues                 | 8,879,265    | 8,937,351    | 9,273,720    | 9,432,042    | 9,275,186    | 10,240,010    | 9,905,815    | 9,556,501    | 9,369,902     | 9,024,977    |
| <b>Operating expenses:</b>               |              |              |              |              |              |               |              |              |               |              |
| Cost of sales and services               | 5,476,206    | 5,499,352    | 4,690,609    | 4,327,366    | 4,229,384    | 4,133,726     | 3,758,317    | 3,858,023    | 3,462,536     | 3,434,263    |
| Administration                           | 2,261,010    | 2,025,739    | 1,769,355    | 1,763,018    | 1,727,973    | 1,819,576     | 1,765,615    | 2,135,299    | 2,061,163     | 1,933,311    |
| Professional and other                   | 943,065      | 1,044,197    | 720,948      | 545,447      | 456,727      | 425,150       | 441,702      | 354,727      | 134,052       | 175,224      |
| Depreciation                             | 5,182,009    | 5,186,981    | 4,896,589    | 4,852,766    | 4,822,983    | 4,673,688     | 4,652,670    | 4,623,560    | 4,188,921     | 4,003,065    |
| Total operating expenses                 | 13,862,290   | 13,756,269   | 12,077,501   | 11,488,597   | 11,237,067   | 11,052,140    | 10,618,304   | 10,971,609   | 9,846,672     | 9,545,863    |
| Total operating income (loss)            | (4,983,025)  | (4,818,918)  | (2,803,781)  | (2,056,555)  | (1,961,881)  | (812,130)     | (712,489)    | (1,415,108)  | (476,770)     | (520,886)    |
| <b>Nonoperating revenues (expenses):</b> |              |              |              |              |              |               |              |              |               |              |
| Grant revenue                            | 7,767,434    | 5,568,150    | 3,828,845    | 4,244,859    | 1,847,734    | 3,244,803     | 1,206,791    | 498,000      | 1,257,882     | 795,356      |
| Intergovernmental                        | -            | -            | -            | -            | -            | -             | -            | 1,190,014    | 14,747,826    | -            |
| Assessments                              | 3,575,291    | 3,504,380    | 3,767,952    | 3,875,371    | 4,075,774    | 3,964,986     | 4,086,967    | 4,201,378    | 4,284,578     | 4,603,764    |
| Other                                    | -            | -            | -            | -            | -            | -             | -            | -            | -             | -            |
| Other income                             | -            | -            | -            | -            | -            | -             | -            | -            | -             | 1,395,209    |
| Interest income                          | 1,699,437    | 1,099,822    | 376,470      | 375,200      | 428,829      | 367,069       | 360,234      | 334,835      | 23,108        | 18,860       |
| Gain (loss) on sale of assets            | -            | -            | -            | 3,473        | (669)        | -             | 16,359       | 1,291        | (3,640)       | -            |
| Interest expense                         | (207,143)    | (241,483)    | (288,234)    | (475,794)    | (692,211)    | (892,638)     | (1,068,547)  | (1,161,398)  | (1,327,839)   | (1,493,745)  |
| Bond issuance costs                      | -            | -            | -            | -            | -            | -             | -            | -            | -             | -            |
| Total nonoperating revenues              | 12,835,019   | 9,930,869    | 7,685,033    | 8,023,109    | 5,659,457    | 6,684,220     | 4,601,804    | 5,064,120    | 18,981,915    | 5,319,444    |
| Change in net position                   | \$ 7,851,994 | \$ 5,111,951 | \$ 4,881,252 | \$ 5,966,554 | \$ 3,697,576 | \$ 5,872,090  | \$ 3,889,315 | \$ 3,649,012 | \$ 18,505,145 | \$ 4,798,558 |

\*Restated

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
REVENUES BY SOURCE**

| Fiscal Year | Operating     |            | Nonoperating            |                   |              |              | Total        |            |                       |                        |
|-------------|---------------|------------|-------------------------|-------------------|--------------|--------------|--------------|------------|-----------------------|------------------------|
|             | Sewer Service | Ad valorem | Total Operating Revenue | Intergovernmental | Grants       | Assessments  | Interest     | Other      | Non-Operating Revenue | Total Combined Revenue |
| 2024        | \$ 8,879,265  | \$ -       | \$ 8,879,265            | \$ -              | \$ 7,767,434 | \$ 3,575,291 | \$ 1,492,294 | \$ -       | \$ 12,835,019         | \$ 21,714,284          |
| 2023        | \$ 8,937,351  | \$ -       | \$ 8,937,351            | \$ -              | \$ 5,568,150 | \$ 3,504,380 | \$ 1,099,822 | \$ -       | \$ 10,172,352         | \$ 19,109,703          |
| 2022        | 9,273,720     | -          | 9,273,720               | -                 | 3,828,845    | 3,767,952    | 376,470      | -          | 7,973,267             | 17,246,987             |
| 2021        | 9,432,042     | -          | 9,432,042               | -                 | 4,244,859    | 3,875,371    | 375,200      | 3,473      | 8,498,903             | 17,930,945             |
| 2020        | 9,275,186     | -          | 9,275,186               | -                 | 1,847,734    | 4,075,774    | 428,829      | -          | 6,352,337             | 15,627,523             |
| 2019        | 10,240,010    | -          | 10,240,010              | -                 | 3,244,803    | 3,964,986    | 367,069      | -          | 7,576,858             | 17,816,868             |
| 2018        | 9,905,815     | -          | 9,905,815               | -                 | 1,206,791    | 4,086,967    | 360,234      | 16,359     | 5,670,351             | 15,576,166             |
| 2017        | 9,556,501     | -          | 9,556,501               | 1,190,014         | 498,000      | 4,201,378    | 334,835      | 1,291      | 6,225,518             | 15,782,019             |
| 2016        | 9,369,902     | -          | 9,369,902               | -                 | 1,257,882    | 4,284,578    | 23,108       | 14,744,186 | 20,309,754            | 29,679,656             |
| 2015        | 9,024,977     | -          | 9,024,977               | -                 | 795,356      | 4,603,764    | 18,860       | 1,395,209  | 6,813,189             | 15,838,166             |

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
EXPENSES BY FUNCTION**

| Fiscal Year | Operating Expenses        |                |                       | Total              |                        |                   |               |
|-------------|---------------------------|----------------|-----------------------|--------------------|------------------------|-------------------|---------------|
|             | Cost of Sales and Service | Administration | Contractual and Other | Operating Expenses | Non-Operating Expenses | Combined Expenses |               |
| 2024        | \$ 5,476,206              | \$ 2,261,010   | \$ 943,065            | \$ 5,182,009       | \$ 13,862,290          | \$ 207,143        | \$ 14,069,433 |
| 2023        | \$ 5,499,352              | \$ 2,025,739   | \$ 1,044,197          | \$ 5,186,981       | \$ 13,756,269          | \$ 241,483        | \$ 13,997,752 |
| 2022        | 4,690,609                 | 1,769,355      | 720,948               | 4,896,589          | 12,077,501             | 288,237           | 12,365,738    |
| 2021        | 4,327,366                 | 1,763,018      | 545,447               | 4,852,766          | 11,488,597             | 475,794           | 11,964,391    |
| 2020        | 4,229,384                 | 1,727,973      | 456,727               | 4,822,983          | 11,237,067             | 692,880           | 11,929,947    |
| 2019        | 4,133,726                 | 1,819,576      | 425,150               | 4,673,688          | 11,052,140             | 892,638           | 11,944,778    |
| 2018        | 3,758,317                 | 1,765,615      | 441,702               | 4,652,670          | 10,618,304             | 1,068,547         | 11,686,851    |
| 2017*       | 3,858,023                 | 2,135,299      | 354,727               | 4,623,560          | 10,971,609             | 1,161,398         | 12,133,007    |
| 2016        | 3,462,536                 | 2,061,163      | 134,052               | 4,188,921          | 9,846,672              | 1,327,839         | 11,174,511    |
| 2015        | 3,434,263                 | 1,933,311      | 175,224               | 4,003,065          | 9,545,863              | 1,493,745         | 11,039,608    |

\*Restated

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
MONTHLY RATE STRUCTURE**

| Fiscal Year          | Base            | Flow                   | Average Monthly Service Information |          |        |
|----------------------|-----------------|------------------------|-------------------------------------|----------|--------|
|                      | Charge<br>(EDU) | Charge<br>(1,000 Gal.) | Residential & Non-Residential       | Accounts | EDU's  |
| 2024                 | \$ 27.13        | \$ 4.26                | \$ 612,285                          | 10,180   | 14,980 |
| 2023                 | \$ 27.13        | \$ 4.26                | \$ 629,819                          | 10,140   | 14,953 |
| 2022                 | 28.56           | 4.48                   | 651,719                             | 10,125   | 14,992 |
| 2021                 | 28.56           | 4.48                   | 653,594                             | 10,122   | 15,050 |
| 2020 (Jan-Sept 2020) | 28.56           | 4.48                   | 632,461                             | 10,053   | 15,076 |
| 2020 (Oct-Dec 2019)  | 33.60           | 5.27                   | 722,212                             | 9,956    | 14,833 |
| 2019                 | 33.60           | 5.27                   | 793,081                             | 9,823    | 14,767 |
| 2018                 | 33.60           | 5.27                   | 731,188                             | 9,768    | 14,484 |
| 2017                 | 33.60           | 5.27                   | 717,548                             | 9,485    | 14,130 |
| 2016                 | 33.60           | 5.27                   | 734,967                             | 9,447    | 14,251 |
| 2015                 | 33.60           | 5.27                   | 726,807                             | 9,449    | 14,251 |

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
SYSTEM DEVELOPMENT CHARGE STRUCTURE**

|       | Fee Structure         |                          |   |             |                 | Initial Assessment Amount |                 | Total   |
|-------|-----------------------|--------------------------|---|-------------|-----------------|---------------------------|-----------------|---------|
|       | Capacity Charge (EDU) | Connection Charge (Each) | Low Pressure Equipment & Lateral Connection | Residential | Non-Residential | Residential               | Non-Residential |         |
| 2024* | \$ 4,306              | \$ 3,301                 | \$ 4,428                                    | \$ -        | \$ -            | \$ -                      | \$ -            | -       |
| 2023* | 4,190                 | 3,210                    | 4,300                                       | -           | -               | -                         | -               | -       |
| 2022* | 3,780                 | 2,900                    | 3,890                                       | -           | -               | -                         | -               | -       |
| 2021* | 3,630                 | 2,785                    | 3,735                                       | -           | -               | -                         | -               | -       |
| 2020* | 3,620                 | 2,775                    | 3,720                                       | -           | -               | -                         | -               | -       |
| 2019* | 3,565                 | 2,735                    | 3,665                                       | -           | -               | -                         | -               | -       |
| 2018* | 3,465                 | 2,660                    | 3,565                                       | -           | -               | -                         | -               | -       |
| 2017* | 3,305                 | 2,535                    | 3,445                                       | -           | -               | -                         | -               | -       |
| 2016  | 3,305                 | 2,535                    | -   | 379,600     | 318,722         | 698,322                   | -               | 698,322 |
| 2015* | -                     | -                        | -   | -           | -               | -                         | -               | -       |

\*The district did not establish a new assessment roll.

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
RATIO OF OUTSTANDING DEBT**

|      | Loans | Assessed<br>Property<br>Value | Percentage<br>of Assessed<br>Value | Pledged<br>Revenue |
|------|-------|-------------------------------|------------------------------------|--------------------|
| 2024 | \$    | 7,794,803                     | \$                                 | 14,277,415         |
| 2023 |       | 10,444,887,177                | 0.0746%                            | 12,441,731         |
| 2022 |       | 8,773,728,721                 | 0.0982%                            | 13,041,672         |
| 2021 |       | 6,365,436,736                 | 0.1559%                            | 13,307,413         |
| 2020 |       | 5,970,116,332                 | 0.1985%                            | 13,350,960         |
| 2019 |       | 20,799,136                    | 0.3484%                            | 14,207,996         |
| 2018 |       | 27,635,315                    | 0.4873%                            | 13,992,782         |
| 2017 |       | 35,240,354                    | 0.6606%                            | 13,757,879         |
| 2016 |       | 40,578,452                    | 0.8022%                            | 13,064,121         |
| 2015 |       | 47,178,256                    | 1.0647%                            | 13,195,923         |
|      |       | 54,702,805                    | 1.3458%                            |                    |

Source - Monroe County tax appraiser

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
DEMOGRAPHIC AND ECONOMIC STATISTICS**

|      | Assessed<br>Property<br>Value | Estimated Resident Population |                  |
|------|-------------------------------|-------------------------------|------------------|
|      |                               | Key Largo<br>District         | Monroe<br>County |
| 2024 | \$ 10,444,887,177             | 9,903                         | 80,614           |
| 2023 | \$ 8,773,728,721              | 9,903                         | 81,708           |
| 2022 | 6,365,436,736                 | 9,952                         | 82,170           |
| 2021 | 5,970,116,332                 | 9,952                         | 72,641           |
| 2020 | 5,670,707,264                 | 9,952                         | 74,228           |
| 2019 | 5,334,439,293                 | 10,433                        | 76,212           |
| 2018 | 5,058,475,900                 | 10,433                        | 76,047           |
| 2017 | 4,431,117,858                 | 10,433                        | 76,047           |
| 2016 | 4,064,563,117                 | 10,433                        | 76,047           |
| 2015 | 3,794,887,898                 | 10,433                        | 73,090           |

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
DISTRICT EMPLOYEES BY FUNCTION**

|                           | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|---------------------------|------|------|------|------|------|------|------|------|------|------|
| Executive (Commissioners) | 5    | 5    | 5    | 5    | 5    | 5    | 5    | 5    | 5    | 5    |
| Administration            | 6    | 6    | 6    | 7    | 7    | 7    | 8    | 9    | 12   | 11   |
| Operations                | 29   | 28   | 28   | 27   | 25   | 25   | 24   | 24   | 20   | 16   |
| Construction              | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 2    | 3    |
|                           | 40   | 39   | 39   | 39   | 37   | 37   | 37   | 38   | 39   | 35   |

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
OPERATING INDICATORS**

|                              | 2024      | 2023      | 2022      | 2021      | 2020      | 2019      | 2018      | 2017      | 2016      | 2015      |
|------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Number of Employees          | 40        | 39        | 39        | 39        | 37        | 37        | 37        | 38        | 39        | 35        |
| Number of Customers          | 10,180    | 10,140    | 10,125    | 10,122    | 9,973     | 9,809     | 9,768     | 9,511     | 9,447     | 9,449     |
| Collection Main (feet)       | 471,759   | 468,130   | 427,335   | 427,335   | 427,135   | 427,000   | 427,000   | 427,000   | 427,000   | 427,000   |
| Transmission Main (feet)     | 141,741   | 141,741   | 120,000   | 120,000   | 120,000   | 120,000   | 120,000   | 120,000   | 120,000   | 120,000   |
| Number of Vacuum Pits        | 3,107     | 3,107     | 3,561     | 3,560     | 3,545     | 3,540     | 3,540     | 3,538     | 3,538     | 3,525     |
| Number of Vacuum Stations    | 7         | 7         | 7         | 7         | 7         | 7         | 7         | 7         | 7         | 7         |
| Average Daily Flow (gallons) | 2,022,000 | 1,999,675 | 2,019,000 | 1,960,000 | 1,810,000 | 1,767,000 | 1,661,000 | 1,460,000 | 1,380,000 | 1,363,000 |
| Peak Daily Flow (gallons)    | 4,457,000 | 2,911,000 | 3,890,000 | 2,886,000 | 2,881,000 | 2,484,000 | 2,304,000 | 2,150,000 | 1,950,000 | 1,974,000 |

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
MISCELLANEOUS STATISTICAL INFORMATION**

|                                   |   |
|-----------------------------------|---|
| Date of Formation                 | November 19, 2002                                       |
| Form of Government                | Independent Special District                            |
| Board Elections                   | Non-partisan  |
| Equivalent Dwelling Units (EDU's) | 15,050 (Estimate)                                       |
| Geographic Size                   | 14.4 Square Miles                                       |
| Water System                      | Supplied by the Florida Keys Aqueduct Authority         |
| Electric Service                  | Provided by the Florida Keys Electric Co-op             |
| Sanitary Sewage                   | Provided by the Key Largo Wastewater Treatment District |



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Commissioners  
Key Largo Wastewater Treatment District  
Key Largo, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of Key Largo Wastewater Treatment District, Key Largo, Florida ("District") as of and for the fiscal year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated May 12, 2025.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*B* *Law & Associates*

May 12, 2025



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND MAJOR STATE PROJECT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE AND CHAPTER 10.550, RULES OF THE AUDITOR GENERAL**

Board of Commissioners  
Key Largo Wastewater Treatment District  
Key Largo, Florida

**Report on Compliance for Each Major Federal Program and Each Major State Project**

***Opinion on Each Major Federal Program and Each Major State Project***

We have audited Key Largo Wastewater Treatment District, Key Largo, Florida (the "District") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and the *Department of Financial Services' State Projects Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs and major state projects for the fiscal year ended September 30, 2024. The District's major federal programs and major state projects are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs and major state projects for the fiscal year ended September 30, 2024.

***Basis for Opinion on Each Major Federal Program and Each Major State Project***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States (Government Auditing Standards); and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance); and Chapter 10.550 Rules of the Auditor General. Our responsibilities under those standards, the Uniform Guidance, and Chapter 10.550 Rules of the Auditor General are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program and the major state project. Our audit does not provide a legal determination of the District's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the District's major federal programs and major state projects.

## **Auditor's Responsibility for the Audit of Compliance**

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the District's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards, the Uniform Guidance and Chapter 10.550 Rules of the Auditor General will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of each of its major federal programs.

In performing an audit in accordance with GAAS, Government Auditing Standards, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program and each major state project. However, our audit does not provide a legal determination of the District's compliance.

### **Report on Internal Control Over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses or significant deficiencies, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified. We did identify a questioned cost on the major state project as described under State Financial Assistance Project Finding 2024-01 in the

accompanying schedule of findings and questioned costs – major state projects.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

### **The District's Response to Findings**

*Government Auditing Standards* requires the auditor to perform limited procedures on the District's response to the questioned cost finding identified in our compliance audit of the major state project and described in the accompanying schedule of findings and questioned costs – state projects. The District's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Purpose of this Report**

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and Chapter 10.550, Rules of the Auditor General. Accordingly, this report is not suitable for any other purpose.

*B. Shaw & Associates*

May 12, 2025

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
SCHEDULE OF EXPENDITURES OF  
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE PROJECTS  
FOR THE YEAR ENDED SEPTEMBER 30, 2024**

| Federal/State Agency<br>Pass-through Entity<br>Federal Award/State Project | CFDA/CSFA<br>Number | Agency or<br>Pass-through<br>Number | Expenditures               |
|--|---------------------|-------------------------------------|----------------------------|
| <b><i>FEDERAL AWARDS</i></b>   |                     |                                     |                            |
| <b>United States Department of Defense</b>                                 |                     |                                     |                            |
| Florida Key Water Quality Improvement Program                              | 12.113              | N/A                                 | <u>\$ 2,835,865</u>        |
| <b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>                                |                     |                                     | <u><u>\$ 2,835,865</u></u> |
| <b><i>STATE FINANCIAL ASSISTANCE</i></b>                                   |                     |                                     |                            |
| <b>Florida Department of Environmental Protection</b>                      |                     |                                     |                            |
| Statewide Surface Water Restoration and Wastewater Projects                | 37.039              | N/A                                 | <u>\$ 4,931,569</u>        |
| <b>TOTAL EXPENDITURES OF STATE ASSISTANCE</b>                              |                     |                                     | <u><u>\$ 4,931,569</u></u> |

The accompanying notes are an integral part of this schedule.

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
NOTES TO SCHEDULE OF EXPENDITURES  
OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE PROJECTS  
FOR THE YEAR ENDED SEPTEMBER 30, 2024**

**NOTE A – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards and state financial assistance projects includes the federal and state grant activity of Key Largo Wastewater Treatment District, Key Largo, Florida (the “District”) for the fiscal year ended September 30, 2024. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and Chapter 10.550, Rules of the Auditor General. Because the schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position, changes in net assets, cash flows or functional expenses of the District.

**NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards* and Chapter 10.550, Rules of the Auditor General, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Additionally, the District did not elect to use the 10 percent *de minimis* indirect cost rate.

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE PROJECTS  
FOR THE YEAR ENDED SEPTEMBER 30, 2024**

**A. SUMMARY OF AUDIT RESULTS**

1. The auditor’s report expresses an unmodified opinion on the financial statements of Key Largo Wastewater Treatment District, Key Largo, Florida (the “District”).
2. No significant deficiencies or material weaknesses relating to the audit of the financial statements are reported in the independent auditor’s report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of the District were disclosed during the audit.
4. No significant deficiencies or material weaknesses relating to the audit of the major federal award programs and state projects are reported in the independent auditor’s report on compliance for each major program and on internal control over compliance required by the Uniform Guidance and Chapter 10.550, rules of the Auditor General.
5. The independent auditor’s report on compliance for each major federal program and each major state project for the District expresses an unmodified opinion.
6. **A) FEDERAL AWARDS:** There were no audit findings relative to the major federal program tested for the District.  
  
**B) STATE FINANCIAL ASSISTANCE PROJECTS:** There was an audit finding relative to the major state project tested for the District. See State Financial Assistance Project Finding 2024-01 below.

7. The major federal programs and major state projects were:

| <u>Federal</u>  | <u>CFDA#</u>     |
|---|------------------|
| United States Department of Defense:                        |                  |
| Florida Key Water Quality Improvement Program               | 12.113           |
| <br><u>State</u>  | <br><u>CSFA#</u> |
| Florida Department of Environmental Protection              |                  |
| Statewide Surface Water Restoration and Wastewater Projects | 37.039           |

8. The dollar threshold used to distinguish between Type A and Type B for federal programs and state projects was \$750,000 and \$750,000, respectively.
9. The District was determined to be a low-risk auditee under the Uniform Guidance.

**B. CURRENT YEAR FINDINGS AND RECOMMENDATION – FINANCIAL STATEMENT AUDIT**

None

**KEY LARGO WASTEWATER TREATMENT DISTRICT  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE PROJECTS  
FOR THE YEAR ENDED SEPTEMBER 30, 2024  
(Continued)**

**C. 1) FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARDS**

None

**2) FINDINGS AND QUESTIONED COSTS - MAJOR STATE PROJECTS**

State Financial Assistance Project Finding 2024-01: Questioned Cost

- **State Project:** Statewide Surface Water Restoration and Wastewater Projects
- **CSFA Number:** 37.039
- **Criteria:** Unallowable Cost
- **Condition:** During our audit, we identified one invoice totaling \$115,387 that was charged to the state award twice.
- **Questioned Costs:** \$115,387
- **Context:** The questioned cost was related to an invoice from a vendor dated 11/15/2023 under project LPA0424. After discovering the questioned cost. We expanded our sample of the major state project by 21% and reviewed the description of costs on other reimbursement requests related to the fiscal year ending September 30, 2024 and did not note any other apparent duplicate costs.
- **Cause:** The questioned cost which was requested on two different reimbursement requests.
- **Effect:** The questioned costs resulted in a deduction from a subsequent pay request after the District brought it to the grantor's attention.
- **Recommendation:** We recommend that District review its processes for determining if costs have been previously requested for reimbursement under grants.
- **Management's Response/Corrective Action Plan:** While gathering documents for the Fiscal Year 2024 Single Audit, it came to our attention that a construction pay application for a Stewardship grant project was inadvertently submitted twice by KLWTD Finance Department to the Florida Department of Environmental Protection (FDEP). This occurred in two separate quarterly reimbursements, resulting in duplicate payment for the same pay application. The FDEP processed and paid the application twice, leading to an overpayment of \$115,387.43.

When this issue was discovered, we notified our auditors as well as FDEP. We offered to immediately process a check for reimbursement of the overpayment, but were notified that FDEP's preference was to deduct the \$115,387.43 from a subsequent reimbursement request for the specific grant project, which has been done.

To prevent a similar issue from occurring in the future, we have implemented additional procedures to verify and reconcile all prior payments against current requests. This process will ensure accurate and timely reimbursement requests and payments.

**D. PRIOR YEAR FINDINGS – MAJOR FEDERAL AWARDS AND STATE PROJECTS**

None

**E. OTHER ISSUES**

No summary schedule of prior audit findings is required because there were no prior audit findings related to Federal awards programs or State financial assistance projects.

No corrective action plan is required because there were no findings that required corrective action plans under the Uniform Guidance or Chapter 10.550, Rules of the Auditor General.



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

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(561) 994-9299 ▪ (800) 299-4728  
Fax (561) 994-5823  
www.graucpa.com

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

Board of Commissioners  
Key Largo Wastewater Treatment District  
Key Largo, Florida

We have examined Key Largo Wastewater Treatment District, Key Largo, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2024. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2024.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Commissioners of Key Largo Wastewater Treatment District, Key Largo, Florida and is not intended to be and should not be used by anyone other than these specified parties.

*Grau & Associates*

May 12, 2025



**MANAGEMENT LETTER PURSUANT TO THE RULES OF  
THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

Board of Commissioners  
Key Largo Wastewater Treatment District  
Key Largo, Florida

**Report on the Financial Statements**

We have audited the accompanying basic financial statements of Key Largo Wastewater Treatment District, Key Largo, Florida ("District") as of and for the fiscal year ended September 30, 2024, and have issued our report thereon dated May 12, 2025.

**Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

**Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated May 12, 2025, should be considered in conjunction with this management letter.

**Purpose of this Letter**

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Commissioners of Key Largo Wastewater Treatment District, Key Largo, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Key Largo Wastewater Treatment District, Key Largo, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

*Grau & Associates*

May 12, 2025

## REPORT TO MANAGEMENT

### I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

### II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

### III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2023.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2024.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2024.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2024. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

7. Management has provided the specific information required by Section 218.39(3)(c) in the Other Information section of the financial statements on page 23.

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

Meeting Date:  
May 20, 2025

Agenda Item Number: G-2

Action Required:  
Yes

Department:  
General Manager

Sponsor:  
Peter Rosasco

Subject:  
**KLWTD Board Mtg Advertisement in Keys Weekly**

Summary of Discussion:

At the May 6, 2025 board meeting, Finance Dept was asked to bring information to the board regarding the ad in the Keys Weekly newspaper. The cost is \$164 per month, \$1,968 per year, and began in March 2024, at the recommendation of the General Manager.

Reviewed / Approved

Financial Impact

Attachments

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

\$ 1,968.00

Funding Source:  
Rates  
Budgeted:  
Yes

1. Keys Weekly Invoice for KLWTD Board Meetings

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



Date: 5-15-25



Keys Weekly  
Newspapers  
9709 Overseas Hwy.  
Marathon FL, 33050  
305.743.0844

|   |
|---|
| <h1>Invoice</h1>  |
| <b>Invoice # 107248</b><br><b>Invoice Date: 5/1/2025</b><br>Terms: Net 15<br>Rep: JMB |

Bill to: Bill to ID: 3845

|   |
|---|
| Sue Heim<br>Key Largo Wastewater Treatment District<br>103355 Overseas Highway<br>Key Largo, FL 33037 |
|---|

Sold to: Account ID: 3845

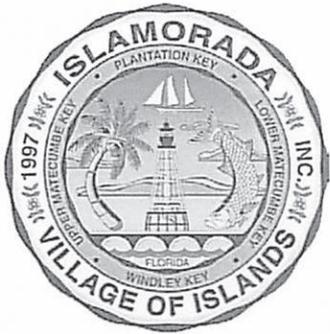
|   |
|---|
| Connie Fazio<br>Key Largo Wastewater Treatment District<br>103355 Overseas Highway<br>Key Largo, FL 33037 |
|---|

**Ad Insertions included in this Invoice:**

| Date   | Type | Description                  | Charge   | Disc | Applied | Total    |
|--------|------|------------------------------|----------|------|---------|----------|
| 5/1/25 | Sale | Ad Display: 1/4 Page B&W: UK | \$164.00 |      |         | \$164.00 |
|        |      |                              |          |      |         |          |
|        |      |                              |          |      |         |          |
|        |      |                              |          |      |         |          |
|        |      |                              |          |      |         |          |
|        |      |                              |          |      |         |          |
|        |      |                              |          |      |         |          |
|        |      |                              |          |      |         |          |
|        |      |                              |          |      |         |          |
|        |      |                              |          |      |         |          |

|  |   |
|--|---|
| Items: 1<br>Please make check payable to The Weekly Newspapers, Inc<br>Your Invoice is attached.<br><br>Please remit your payment as soon as possible. | <b>Total Charges</b> \$164.00<br><b>Discount</b><br><b>Payments Applied</b><br><b>Total Balance Due by 5/16/2025</b> \$164.00 |
|--|---|

|   |  |                       |  |
|---|--|-----------------------|--|
| Please return this portion with your payment.<br><br><b>Invoice Date: 5/1/2025</b><br><b>Invoice # 107248</b><br><b>Account # 3845</b><br><br><b>Remit Payment to:</b><br>The Weekly Newspapers, Inc<br>9709 Overseas Highway<br>Marathon, FL 33050 | <b>Advertising Invoice</b><br><br><br><table border="1" style="margin-left: auto;"> <tr> <td style="text-align: center;">Amount Enclosed _____</td> </tr> </table> <table border="1" style="margin-left: auto;"> <tr> <td style="text-align: center;"> <b>Advertising</b><br/> <b>Total Balance Due by 5/16/2025</b> \$164.00         </td> </tr> </table> | Amount Enclosed _____ | <b>Advertising</b><br><b>Total Balance Due by 5/16/2025</b> \$164.00 |
| Amount Enclosed _____   |  |                       |  |
| <b>Advertising</b><br><b>Total Balance Due by 5/16/2025</b> \$164.00  |  |                       |  |



## Islamorada Village of Islands Meeting Schedule May 2025

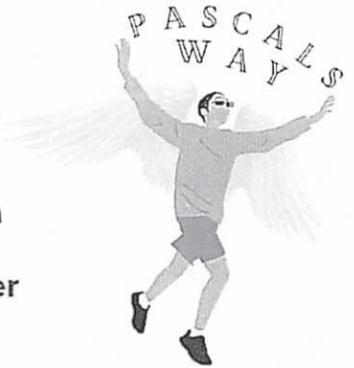
*Unless otherwise noted, meetings are held at the Founders Park Community Center, 87000 Overseas Hwy., Islamorada*



Scan here to view the full meeting schedule.

## 4<sup>th</sup> Annual Pascal's Way 5K Run/Walk

You're invited to join us in remembrance of Pascal Weisberger



In-person Saturday, May 10 | 8 a.m.  
Treasure Village Montessori | 86731 Old Hwy., Islamorada



Sign Up and/or Donate Today!

Participate Virtually now through Saturday, May 31  
Proceeds support Coral Shores High School senior scholarships and Upper Keys grade school science programs.

@pascalswayorg #pascalsway

# Now Hiring

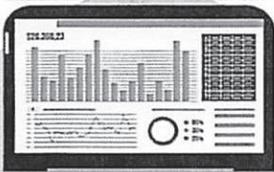
## FINANCE MANAGER

The Keys Weekly Newspapers and Overseas Media Group are seeking an organized, detail-oriented and responsible professional to manage the organizations' financial tasks including intercompany accounting while supporting an active sales team.

Qualified candidates are proficient with Quickbooks, possess great communication skills, are able to track income and expenses across multiple revenue streams along with the ability to create budgets and establish efficient processes.

This is a full time, salaried, administrative position with health benefits, IRA contributions and more.

Send your confidential resume and credentials to [jobs@keysweekly.com](mailto:jobs@keysweekly.com).



## KEY LARGO WASTEWATER TREATMENT DISTRICT

District Board of Commissioners

103355 Overseas Highway, Key Largo  
305.451.4019

## MAY 2025 MEETINGS

Tuesday, May 6, 4 p.m.  
Tuesday, May 20, 4 p.m.

The full agenda is available at [www.klwtd.com](http://www.klwtd.com) or scan here



To provide public comment prior to the meeting, send an email to [clerk@klwtd.com](mailto:clerk@klwtd.com).

*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.*

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

Meeting Date:  
May 20, 2025

Agenda Item Number: H-1

Action Required:  
No

Department: Customer Service      Sponsor: Connie Fazio

Subject:  
**Customer Service Report - April 2025**

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

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

Approved By:       Date: 5-15-25  
General Manager

# Key Largo Wastewater Treatment District Customer Service Report

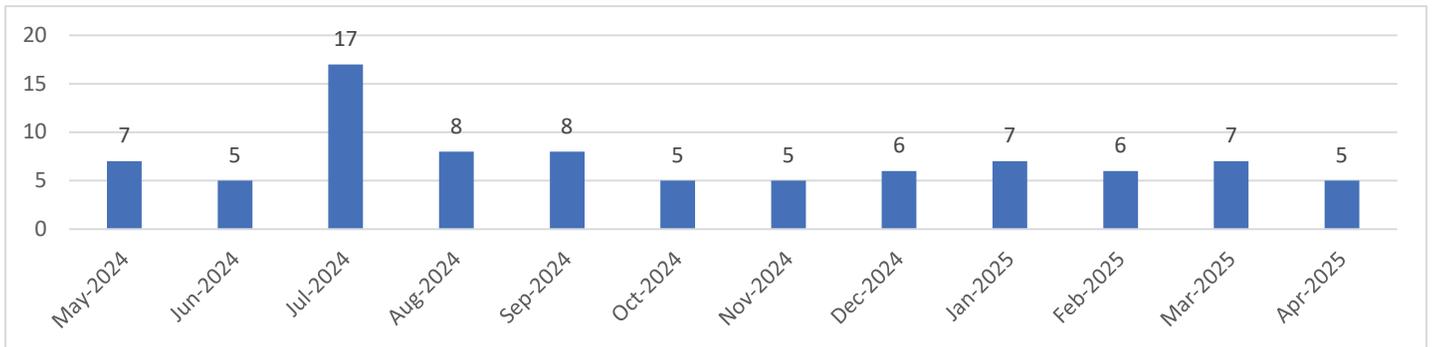
April 2025

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

## Customer Service Requests

|                  | Total     |
|------------------|-----------|
| Billing          | 7         |
| Damage           | 1         |
| Demo             | 2         |
| Field Department | 6         |
| Locate           | 1         |
| MOD              | 5         |
| NOA              | 4         |
| Tie In Non Res   | 1         |
| Tie In Res       | 3         |
| <b>Total</b>     | <b>30</b> |

## Number of Completed Wastewater Connections



## Completed Wastewater Connections of 1 Commercial Property and 4 Residential Properties:

### New Connections:

- 862 Cardinal Dr
- 1508 Shaw Dr
- 68 Coral Way
- 559 Palm Dr
- 678 N Lake Dr

### Reconnections:

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

Meeting Date:  
May 20, 2025

Agenda Item Number: H-2

Action Required:  
Yes

Department: Customer Service  
Sponsor: Alexis Irizarry

Subject:  
**Douglas Rudd Abatement Request - 552 Ocean Cay Dr, AK No. 1556777**

Summary:  
Douglas Rudd Abatement request for the Month of April 2025 due to underground leak. Staff recommends that the board considers Mr. Rudd's request for credit in the amount of \$797.79.

FKAA Account #617043-042597  
Meter # 1834110305

| <u>Reviewed / Approved</u> | <u>Financial Impact</u> | <u>Attachments</u>   |
|----------------------------|-------------------------|--|
| Operations: _____          | \$ 797.79               | 1. Customers Request<br>2. Memo<br>3. Consumption Study<br>4. FKAA Abatement Request<br>5. FKAA Bill<br>6. Plumbing Invoice for leak |
| Administration: _____      | Expense                 |  |
| Finance: _____             | Funding Source:         |  |
| District Counsel: _____    | District                |  |
| District Clerk: _____      | Budgeted:               |  |
| Engineering: _____         | N/A                     |  |

Approved By:  Date: 5-15-25  
General Manager



Outlook

77

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## Water leak

---

From Doug Rudd

Date Tue 5/13/2025 11:37 AM

To Customer Service <CustomerService@klwtd.com>

 1 attachment (2 MB)  
waterleak.pdf;

**Caution:** External (djrudd@aol.com)

First-Time Sender [Details](#)

[Report This Email](#) [FAQ](#) [Protection by EssentialNet Solutions](#)

Good morning,

I had a rather large underground water leak last month and because I had a leak last year FKAA would not consider an abatement for this one. I was inquiring to see if I could get a refund or credit for the wastewater charges that I did not use? Please see attached.

Thanks you,  
Douglas Rudd



## 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

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# Memo

To: KLWTD Commissioners

From: Alexis Irizarry

Date: May 20, 2025

Re: Request for abatement of wastewater volumetric charges for FCAA billing in April 2025 –  
552 Ocean Cay Dr – AK#1556777

---

The owner (and tenant), of 552 Ocean Kay Dr, Douglas Rudd, has requested an abatement from KLWTD on the wastewater portion of the FCAA bill due to an underground leak for the month of May. Mr. Rudd has made the request for abatement through FCAA, but was denied because of a previously approved abatement for May 2024.

FCAA abatement rules state that the customer is limited to one abatement in excess of \$75.00 within a two-year period. Mr. Rudd understands the policies but explained that the water leak was fixed by Townsend Plumbing as soon as he was notified by FCAA of unusually high readings, and the water did not return to the wastewater collection system.

Currently, Mr. Rudd is being charged for 191,068 gallons, totaling \$863.63 in wastewater volumetric charges for the consumed gallons. An 11-month consumption study determined that the average water usage for the property is 14,567 gallons. If calculated based on the average consumption, the wastewater volumetric charge would be \$65.84. This indicates that \$797.79 of this charge was due to the leak. KLWTD staff recommends that the board consider Mr. Rudd's request for credit in the amount of \$797.79.

**Douglas Rudd FCAA wastewater billing**

**Customer's recent leak in April 2025 was not abated by FCAA since less than 24 months since last abatement request.**

**2024**

|        |        |
|--------|--------|
| Dec-24 | 8,866  |
| Nov-24 | 9,473  |
| Oct-24 | 11,369 |
| Sep-24 | 12,522 |
| Aug-24 | 13,352 |
| Jul-24 | 10,492 |
| Jun-24 | 15,770 |
| May-24 | 24,933 |
| Mar-24 | 23,198 |
| Feb-24 | 24,035 |
| Jan-24 | 6,231  |

**14,567 Average 11 months**

**Avg of 11 months billing (removed May 2024, the month of abatement leak)**

**If the customer was billed the average of 14,567 during the month of the most recent leak in April 2025, the volumetric flow charge would be: \$65.84**

**Customer's volumetric flow would be reduced from \$863.63 to \$65.84; which is a reduction of \$797.79**



# FLORIDA KEYS AQUEDUCT AUTHORITY

Providing Quality Water Services to the Keys

## Leak Abatement

### Contact Information

First Name

Douglas

Last Name or Company Name \*

Rudd

Email \*

Account Number \*

617043-042597

## Application for Courtesy Credit Adjustment for Excessive Consumption

Effective October 26, 2016, the FCAA offers a Courtesy Credit Adjustment for Excessive Consumption. The Authority shall abate a portion of a bill for Water and Wastewater Service under the following conditions:

### *POLICY 48-105.009*

1. The excessive consumption occurred within the past 90 days.-The excessive consumption was due to a leak which was underground, within a foundation or inside a wall and was not cause by negligence.
2. The request must be in writing (via this form) or by email which includes these acknowledgements,
3. I am providing a plumbers bill or receipts for parts to evidence that the leak was repaired.
4. I will be responsible for payment of two times my consumption for the same period of the prior years and the Leak Adjustment will be calculated on the remaining balance.
5. If consumption history is unavailable, the FCAA will use 5,300 gallons as a monthly average for a residential user. For all other Users, the FCAA will use an average derived from similar Users in its Service Area.
6. Customer is limited to one (1) abatement in excess of \$75.00 within a two (2) year period.

**\* All back up documentation is required upon submission of abatement application.**

**\* A payment is required upon submission of abatement application**

Please contact our Customer Service Department at (305) 296-2454 if you have further questions. Policy updated 10/1/24

Contact Name\*

Phone Number\*

80 Douglas Rudd

828-779-0132

## Service Address of the Property

Address

Include apartment number if applicable *552 Ocean Cay Dr.*

City/Key

*Key Largo FL*

## Mailing Address of the Requester

Same as Service Address?\*

Yes  No

As the customer for the above referenced Account and Location, I hereby request a "Courtesy Credit Adjustment for Excessive Consumption", FCAA Policy 48-105.009, which occurred at this property during the billing period of:

Start Date\*

*4-1-25*

End Date\*

*4-20-25*

Upload Supporting Documentation\*

No file chosen

## Acknowledgement & Sign

**In requesting this adjustment, I acknowledge the following:**

The excessive consumption occurred within the past 90 days.

The excessive consumption was due to a leak which was underground, within a foundation or inside a wall and was not cause by negligence.

The request must be in writing (via this form) or by email which includes these acknowledgements.

I am providing a plumbers bill or receipts for parts to evidence that the leak was repaired.

I will be responsible for payment of two times my consumption for the same period of the prior years and the Leak Adjustment will be calculated on the remaining balance.

If consumption history is unavailable, the FCAA will use 5,300 gallons as a monthly average for a residential user. For all other Users, the FCAA will use an average derived from similar Users in its Service Area.

undefined\*

I understand and agree to the terms and conditions stated above.

Full Name\*

*Douglas F. Reed*

Today's Date\*

*5-6-25*



FKAA.com



(305) 296-2454

To Pay by phone, select option 1



# FLORIDA KEYS AQUEDUCT AUTHORITY

**Due Date**  
05/20/2025

To avoid late charges, mail payment at least seven days prior to due date. See back for additional payment options.

**Amount Due**

**AutoPay**  
\$4,165.64

### Account Summary

See back for charge details

|                  |    |         |
|------------------|----|---------|
| Previous Balance | \$ | 264.35  |
| Payment Received | \$ | -264.35 |
| Balance Forward  | \$ | 0.00    |

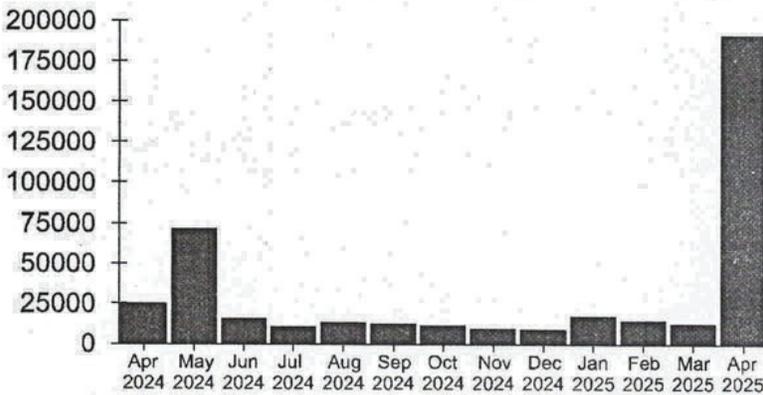
### Account Information

**Account Number** 617043-042597  
**Account Name** DOUGLAS J RUDD  
**Service Address** 552 OCEAN CAY DR L5520  
**Service Dates** 03/29/2025 - 04/30/2025  
**Bill Date** 04/30/2025

### Current Charges

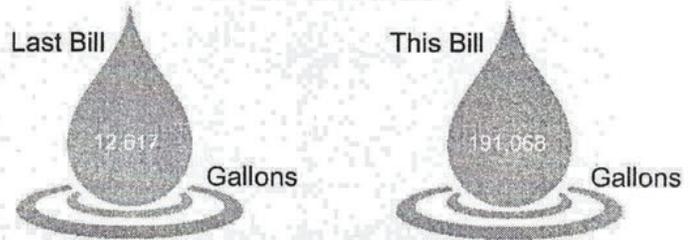
|   |    |          |
|---|----|----------|
|  Florida Keys Aqueduct Authority Charges | \$ | 3,273.20 |
|  Key Largo Wastewater Charges            | \$ | 892.44   |

### Usage History (Gallons)



**Total Amount Due** \$ 4,165.64

### Usage Comparison



### Message Center

Senior Citizen and Disabled Veteran Discounts Available

Customers who are Senior Citizens or are 100% Permanently Disabled American Veterans who meet the maximum income allowance are eligible for an established lower rate on their primary residence water bill. For more information go to our website [www.fkaa.com](http://www.fkaa.com) or call 305-296-2454.



Florida Keys Aqueduct Authority  
1100 KENNEDY DR  
KEY WEST FL 33040-4021

### DOUGLAS J RUDD

| Account Number | Bill Date  | Amount Due | Due Date   |
|----------------|------------|------------|------------|
| 617043-042597  | 04/30/2025 | AutoPay    | 05/20/2025 |

Accounts not paid in full by due date will be assessed a late payment penalty of 10% of the amount past due, with a minimum of \$4.00.

Amount Enclosed \$ \_\_\_\_\_

DOUGLAS J RUDD  
27 ANCHOR DR  
NEBO NC 28761

Florida Keys Aqueduct Authority  
1100 KENNEDY DR  
KEY WEST FL 33040-4021



**Service Address: 552 OCEAN CAY DR L5520**

## Meter Reading Information

|              |            |                  |            |                    |            |             |                |
|--------------|------------|------------------|------------|--------------------|------------|-------------|----------------|
| Meter Number | 1834110305 | Prior Read Date  | 03/19/2025 | Current Read Date  | 04/24/2025 | Consumption | 191068 Gallons |
| Days Billed  | 36 Days    | Prior Meter Read | 2866655    | Current Meter Read | 3057723    |             |                |

**Bill Details****Florida Keys Aqueduct Authority Water Charges**

Customer Service and Automated Services:  
(305) 296-2454  
Customer Service Hours:  
Mon-Fri 8:00 a.m. – 5:00 p.m.  
FKAA.com

|  |           |                 |
|--|-----------|-----------------|
| Water base facility charge                           | \$        | 57.26           |
| Water usage charge                                   | \$        | 3,215.94        |
| <b>Florida Keys Aqueduct Authority Water Charges</b> | <b>\$</b> | <b>3,273.20</b> |

**Key Largo Wastewater Charges**

Customer Service:  
305-451-4019  
Hours of Operation:  
Monday - Friday 8 AM -5 PM  
www.KLWTD.com

|                                     |           |               |
|-------------------------------------|-----------|---------------|
| Wastewater base facility charge     | \$        | 28.81         |
| Wastewater usage charge             | \$        | 863.63        |
| <b>Key Largo Wastewater Charges</b> | <b>\$</b> | <b>892.44</b> |

**Manage Your Account**For more information about your bill, visit [MyFKAA.com](http://MyFKAA.com)**AUTOPAY**

Set it, forget it and never miss a payment. Sign up at [MyFKAA.com](http://MyFKAA.com)

**eBILL**

Safe, secure and free - sign up at [MyFKAA.com](http://MyFKAA.com)

**PAY ONLINE**

Pay online at [MyFKAA.com](http://MyFKAA.com)

**PAY BY PHONE**

Pay by phone at (305) 296-2454

**PAY BY MAIL**

1100 KENNEDY DR  
KEY WEST FL 33040-4021

**PAY IN PERSON**

Pay in person at our area offices located in Key West, Marathon and Tavernier

# INVOICE

Heath Townsend Plumbing and  
Septic Inc.  
118 Iroquois St  
Tavernier, FL 33070

townsendplumbing44@gmail.com  
+1 (305) 783-5163  
www.townsendplumbinginc.com

residential | commercial | service

**TOWNSEND  
PLUMBING**

**305-783-5163**

license#: CFC1427099 Cell: 305-923-5389

**Bill to**  
Douglas Rudd  
552 Ocean Cay Dr  
Key Largo, FL 33037

**Ship to**  
Douglas Rudd  
552 Ocean Cay Dr  
Key Largo, FL 33037

### Invoice details

Invoice no.: 8787  
Terms: Due Upon Receipt  
Invoice date: 04/25/2025  
Due date: 04/25/2025

| #  | Product or service | Description  | Qty | Rate     | Amount   |
|----|--------------------|--|-----|----------|----------|
| 1. | 14 Plumbing        | Located Underground leak.<br>Material used: installed two ball valves to<br>repair | 1   | \$258.75 | \$258.75 |

### Ways to pay



|                    |                 |
|--------------------|-----------------|
| <b>Total</b>       | <b>\$258.75</b> |
| Payment            | -\$258.75       |
| <b>Balance due</b> | <b>\$0.00</b>   |

### Note to customer

Thank you for your business and have a great day!

**Paid in Full**

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

Meeting Date:  
May 20, 2025

Agenda Item Number: I-1

Action Required:  
No

Department: IT                      Sponsor: ENS

Subject:  
**IT Report - April 2025**

Summary:  
ENS will present the IT monthly report.

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

Approved By:                       Date: 5-15-25  
General Manager

# IT

The IT Department received 670 tickets and completed 625 tickets in April.

| Project                                   | Cost                    | Description   |
|---|-------------------------|---|
| <b>GIS Emergency applications project</b> | \$18,960.00<br>One time | <ul style="list-style-type: none"> <li>• Training with FTC is still on going.</li> <li>• Brandons new workstation has been setup.</li> <li>• No update.</li> </ul>  |
| <b>iWater</b>                             |                         | <ul style="list-style-type: none"> <li>• Iwater tenant was activated.</li> <li>• Working with Weiler and Brandon.</li> </ul>  |
| <b>Comcast Contract Renewal</b>           |                         | <ul style="list-style-type: none"> <li>• proposed pricing per location for a 3-year contract resulting in a savings of \$458.79 per month while doubling speeds at Vac stations. (Completed)</li> <li>• Working with Comcast to schedule Fiber install at the plant and Admin.</li> </ul> |
| <b>AT&amp;T Service upgrades</b>          | \$0                     | <ul style="list-style-type: none"> <li>• AT&amp;T will begin upgrading their cable modems to Fiber.(Completed)</li> </ul>   |
| <b>FirstNet Cellphones Upgrade</b>        | \$12.87<br>One Time fee | <ul style="list-style-type: none"> <li>• The iPhone 15 is the current .99cents device on your FirstNet contract.</li> <li>• 13 cellphones will be replaced at .99 Cents (Completed)</li> </ul>  |

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

Meeting Date:  
May 20, 2025

Agenda Item Number: J-1

Action Required:  
No

Department: Budget and Finance      Sponsor: Connie Fazio

Subject:  
**Budget and Finance Report - April 2025**

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

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

Approved By:  Date: 5-15-25  
General Manager

April 2025

## Budget and Finance Report

| Long-Term Debt Summary  |                |
|-------------------------|----------------|
| SRF Loan<br>KLNC 46401P | \$6,581,808.64 |

*Next payment: July 2025: \$779,480.33*

|   | Cash Flow             |                       |
|---|-----------------------|-----------------------|
|   | Deposits              | Expenditures          |
| Wastewater Billing Deposits Received  | \$681,706.55          |                       |
| Assessment Revenue Received<br>(Non-Ad Valorem & SDC Prepayments)           | \$232,254.93          |                       |
| Islamorada Revenue  | \$105,369.00          |                       |
| Interest Income   | \$124,361.60          |                       |
| Misc. Revenue (includes Stewardship and ACOE reimbursements, if applicable) | \$4,301.25            |                       |
| District Expenditures<br>(checks written)                                   |                       | \$915,680.98          |
| Payroll   |                       | \$156,098.41          |
| <b>Total:</b>   | <b>\$1,147,993.33</b> | <b>\$1,071,779.39</b> |

### FKAA Wastewater Revenue Statistics

| Date  | Number of Customers Billed                      | WW Revenue Received   | Date  | Number of Customers Billed                      | WW Revenue Received   |
|---|---|-----------------------|---|---|-----------------------|
| <b>May 2023</b>   | 10,168<br>(9,286 Residential<br>882 Commercial) | \$641,650.94          | <b>May 2024</b>   | 10,212<br>(9,335 Residential<br>877 Commercial) | \$646,584.43          |
| <b>June 2023</b>  | 10,164<br>(9,281 Residential<br>883 Commercial) | \$610,223.04          | <b>June 2024</b>  | 10,182<br>(9,304 Residential<br>878 Commercial) | \$624,252.64          |
| <b>July 2023</b>  | 10,140<br>(9,260 Residential<br>880 Commercial) | \$644,707.07          | <b>July 2024</b>  | 10,212<br>(9,331 Residential<br>881 Commercial) | \$633,246.33          |
| <b>Aug 2023</b>   | 10,167<br>(9,282 Residential<br>885 Commercial) | \$599,881.28          | <b>Aug 2024</b>   | 10,213<br>(9,334 Residential<br>879 Commercial) | \$631,716.35          |
| <b>Sept. 2023</b>                                       | 10,141<br>(9,258 Residential<br>883 Commercial) | \$693,024.47          | <b>Sept. 2024</b>                                       | 10,200<br>(9,324 Residential<br>876 Commercial) | \$606,633.56          |
| <b>Oct. 2023</b>  | 10,158<br>(9,275 Residential<br>883 Commercial) | \$570,143.86          | <b>Oct. 2024</b>  | 10,201<br>(9,323 Residential<br>878 Commercial) | \$582,351.40          |
| <b>Nov. 2023</b>  | 10,152<br>(9,272 Residential<br>880 Commercial) | \$567,443.79          | <b>Nov. 2024</b>  | 10,200<br>(9,322 Residential<br>878 Commercial) | \$521,665.22          |
| <b>Dec. 2023</b>  | 10,154<br>(9,275 Residential<br>879 Commercial) | \$638,428.80          | <b>Dec. 2024</b>  | 10,204<br>(9,326 Residential<br>878 Commercial) | \$594,943.07          |
| <b>Jan. 2024</b>  | 10,160<br>(9,278 Residential<br>882 Commercial) | \$534,961.66          | <b>Jan. 2025</b>  | 10,207<br>(9,330 Residential<br>877 Commercial) | \$603,109.67          |
| <b>Feb. 2024</b>  | 10,153<br>(9,274 Residential<br>879 Commercial) | \$431,382.57          | <b>Feb. 2025</b>  | 10,211<br>(9,337 Residential<br>874 Commercial) | \$631,840.90          |
| <b>Mar. 2024</b>  | 10,170<br>(9,286 Residential<br>884 Commercial) | \$863,381.29          | <b>Mar. 2025</b>  | 10,188<br>(9,313 Residential<br>875 Commercial) | \$616,286.54          |
| <b>April 2024</b>                                       | 10,195<br>(9,317 Residential<br>878 Commercial) | \$599,239.78          | <b>April 2025</b>                                       | FKAA Stats not available<br>as of 5/9/25        | \$681,706.55          |
| <b>Total Revenue from May 2023<br/>Through Apr 2024</b> |   | <b>\$7,394,468.55</b> | <b>Total Revenue from May 2024<br/>Through Apr 2025</b> |   | <b>\$7,374,336.66</b> |

**March 2025 Credit Card Fee Info**

**CC Total of KLWTD Customer Payments to FKAA \$243,070.55**

**2.5% of CC Charges: Total Cost to KLWTD \$6,076.76**

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

Meeting Date:  
May 20, 2025

Agenda Item Number: J-2

Action Required:  
No

Department: Budget and Finance      Sponsor: Peter Rosasco

Subject:  
**FY2026 Budget and Assessment Calendar**

Summary of Discussion:

Staff will present the planned board meeting dates in July and August 2025 where FY26 budget, staffing plan and assessment related items will be presented.

| <u>Reviewed / Approved</u> | <u>Financial Impact</u> | <u>Attachments</u>                       |
|----------------------------|-------------------------|--|
| Operations: _____          | \$                      | 1. Calendar for FY26 Budget & Assessment |
| Administration: _____      |                         |  |
| Finance: _____             | Funding Source:         |  |
| District Counsel: _____    | N/A                     |  |
| District Clerk: _____      | Budgeted:               |  |
| Engineering: _____         | N/A                     |  |

Approved By:  Date: 5-15-25  
General Manager



## Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

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

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# KLWTD FY26 Budget and Assessment Calendar

## July 2025:

**Tuesday July 15: BOARD MEETING:** Present Tax Rolls and Amendment of Assessment Rolls by year with Resolutions, and FY26 Staffing Plan Summary and Organizational Chart

## August 2025:

**Tuesday August 5: BOARD MEETING:** Present preliminary FY26 budget & personnel budget to board

**Tuesday August 19: BOARD MEETING:** Present proposed FY26 budget, budget resolution and budget narrative at the board meeting for approval

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

Meeting Date:  
May 20, 2025

Agenda Item Number: K-1

Action Required:  
No

Department:  
Field Operations

Sponsor:  
Rudy Perez

Subject:  
**Field Report - April 2025**

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

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

Approved By:  Date: 5-15-25  
General Manager

## Wastewater Field Operations

There was a total of 24 service calls for the month of April of these 11 were system-generated alarms, mostly by low vacuum detection at a vacuum station. The system-generated alarms were addressed quickly by the field staff 6 of those systems generated were found using the Flo vac monitoring. The reports below detail the remaining 13 calls.

| Date   | Address             | Incident   | Response  | KLWTD Issue |
|--------|---------------------|--|---|-------------|
| 4/1/25 | 125 Coconut Row     | A customer called regarding a backup on the property.  | Field Tech arrived and found that our system was working properly. Clean out was observed and pit was manually discharged. Also, homeowners clean out was observed and dry.<br><br>(Homeowner notified)   | NO          |
| 4/1/25 | 96190 Overseas Hwy  | Customer called that their grinder pump alarm was going off.   | On Tech's arrival. The sump was found overwhelmed due to a faulty pump. The pump was changed out and the system was back in service.  | YES         |
| 4/2/25 | 104100 Overseas Hwy | Kristy from the Caribbean Club called stating that there was a sewer coming up in front of the property. | On arrival it was clear that there was a sewage break underground. Immediately the field staff closed the isolation valve to shut down the Force Main to avoid any more sewage leaks. After digging up the area it was determined that a plastic 2" plug was left on and had cracked in time causing the sewer to overflow out into the ground. Cap was replaced with a 2" galvanized plug. | YES         |

|         |                        |  |  |     |
|---------|------------------------|--|--|-----|
| 4/2/25  | 188 Atlantic Blvd      | Customers called to report a possible back up and stated that a plumber was on sight trying to figure out the issue. | On arrival techs found the pit to be working properly. Clean out was found dry and pit was simulated to insure homeowner. (Homeowner issue).   | NO  |
| 4/5/25  | 37 South Dr            | A homeowner called stating that the pit was making a consistent noise.   | Tech found that the pit was in actual low vacuum mode. Pit was diagnosed and found that the controller had failed. The component was changed system was back in service.                                   | YES |
| 4/6/25  | 26 S Marlin Rd         | The customer called to report a backup at his property.  | The field tech arrived and found the pit to be overwhelmed. While working on components tech found a kink hose which held pit from opening. It was determined that Flo vac had recently worked on the pit. | YES |
| 4/9/25  | 119 1 <sup>st</sup> Ct | A customer called in to report a broken candy cane.  | Tech arrived and inspected that no rocks fell into the existing service lateral. Vac Tron was brought out clean out debris. The homeowner made the repairs.  | NO  |
| 4/11/25 | 9 Poinciana Dr         | The customer called stating they were experiencing backup issues.  | Field Tech's arrived and manually discharged pit and observed our cleanouts. Back up was on the homeowner's side. The homeowner was advised to call a plumber. (Homeowner issue.)                          | NO  |
| 4/11/25 | 168 La Paloma Rd       | The homeowner called to report a noise coming from the terminal.   | On arrival the Tech found that the pit was surging. Tech diagnosed the pit as having a faulty controller.  | YES |

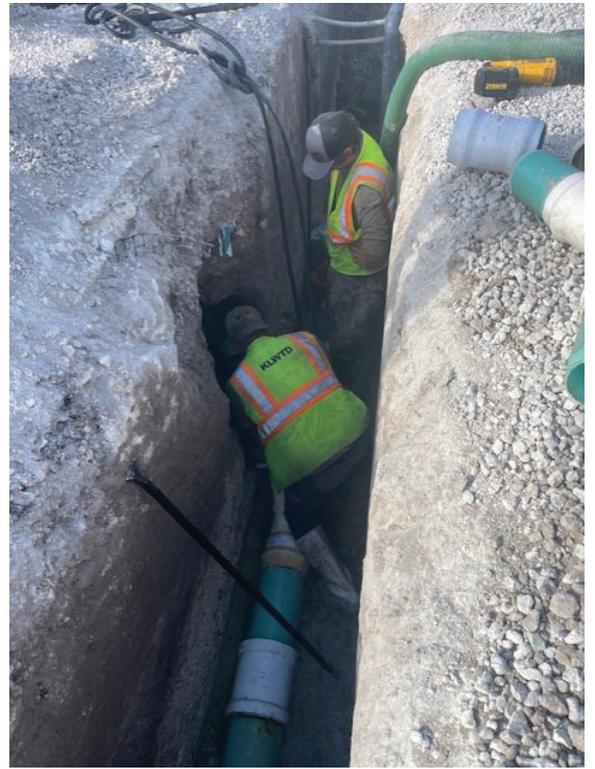
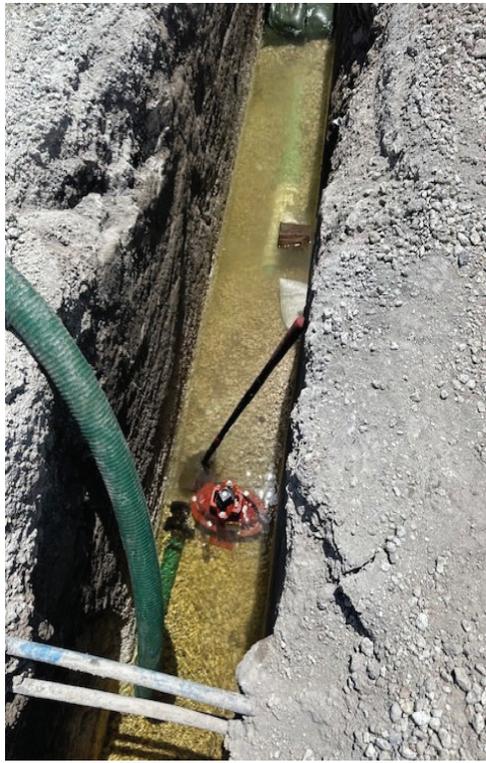
|         |                    |   |   |     |
|---------|--------------------|---|---|-----|
| 4/12/25 | 500 Burton Dr      | Flo Vac called stating they were going around checking alarms. And found that the buffer tank was not discharging properly. | Field tech arrived and found that the sensor tubes were clogged with grit. The grit was removed buffer tank was simulated and was put back to working conditions. | YES |
| 4/16/25 | 372 Bahia Ave      | Received a call from a customer regarding a backup.   | All components were checked pit was manually discharged and working. (Issue on Homeowner side)  | NO  |
| 4/20/25 | 95480 Overseas Hwy | We received a customer call regarding a grinder pump alarm.   | On Tech's arrived he silenced the alarm and found that the pump needed to be replaced. After replacing the pump was simulated and put back into service.          | YES |
| 4/23/25 | 25 N Ocean Dr      | We Received a customer call regarding a grinder pump alarm.   | On Tech's arrival they found the alarm on and sump full. They diagnosed the issue to a bad valve. Once the pump was replaced the system was back in service.      | YES |

## Area Addressed with the Flow Vac Monitoring System

| Date    | Address            | Incident  | Response   | Issue Found   |
|---------|--------------------|---|--|---|
| 4/2/25  | 9 Eagle Dr         | Received a low vacuum alarm call from Vac Station A | Tech checked on the Flo Vac Monitoring and went straight to the address with issue.  | Debris in Valve   |
| 4/13/25 | 4 N Blackwater Ln  | Received a low vacuum alarm call from Vac Station A | Tech went to the vac station to isolate an area. Once determining an area. The Flo Vac Monitoring system was used to find the issue. | Buffer Tank was diagnosed with having a bad controller. |
| 4/16/25 | 1004 Crane St      | Received a low vacuum alarm from Vac Station D      | Tech Isolated tank valves to an area. Once determined they used the Flo Vac Monitoring to find the issue.                            | Pit was diagnosed with a clogged sensor tube.           |
| 4/19/25 | 97950 Overseas Hwy | Received a low vacuum call from Vac Station G       | Tech isolated the tank to determine an area. Once they did so they used the Flo Vac Monitoring to find the issue.                    | Pit was diagnosed with a bad valve.                     |
| 4/22/25 | Calder Buffer Tank | Received a low vacuum call from Vac Station D       | Using the Flo Vac Monitoring tech went straight to the issue.  | Blown Out Fernco  |
| 4/23/25 | 355 Sound Dr       | Received a low vacuum call from Vac Station D       | Isolated Issue using tank valves to C-2-4. Then they used the Flo Vac Monitoring to find the issue.                                  | Pit was diagnosed with having a bad valve.              |

|  |  |  |   |  |
|--|--|--|---|--|
|  |  |  | The remaining 5 generated calls: Are not under the monitoring system. |  |
|--|--|--|---|--|

Field techs repairing a broken 8x4 wye and the replacing of an 8" gate valve at 906 Plantation Rd



**Force-main break at the Caribbean Club.  
A 2" plastic plug cracked on a 4" blind cap.**



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

Meeting Date:  
May 20, 2025

Agenda Item Number: M-1

Action Required:  
No

Department: Capital Projects      Sponsor: Ed Castle

Subject:  
**Capital Projects Report - April 2025**

Summary of Discussion:

The Capital Projects Update Report for April 2025 will be presented.

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

Approved By:       Date: 5-15-25  
General Manager

# Key Largo Wastewater Treatment District Capital Projects Report

Including updates through April 2025

## Current Capital Projects

| Project  | Original Contract Amount | Current Contract Amount (Including Direct Purchases, change orders and Amendments) | Engineering And Other Cost (Anticipated) | Total Project Cost (Anticipated) |
|--|--------------------------|--|--|----------------------------------|
| <b>Vacuum Stations Modifications (LPA0136)</b> | \$ 3,155,800.00          | \$3,270,999.76   | \$325,000.00                             | \$3,595,999.76                   |
|  | Engineering Paid to Date | Construction Paid to Date  | Balance to Completed (Anticipated)       | Percentage Complete              |
|  | \$320,841.25             | \$2,478,994.07   | \$796,164.44                             | 78%                              |

- The VPS modifications project was awarded to Reynolds Construction in the amount of \$3,155,800.00. The Agreement and the Notice to Proceed were both executed on May 18, 2023.
- A preliminary Punch List walkthrough was requested by Reynolds with WEC staff on 3/12, and it was determined that the work required to finish the project did not warrant substantial completion. WEC corresponded with Reynolds about the open items which need to be addressed before another walkthrough can occur.
- WEC met with AirVac to discuss receiving their final review/approval of the SOPs and Exhibits, they stated they will need to provide a separate proposal for this additional work due to this work being outside of their original scope. Awaiting this proposal from AirVac.
- WEC worked with Reynolds to obtain pricing for a blow-off valve, pressure transducer, and the main trailer power disconnects to be included in an upcoming change order and Phase 2 construction work. Reynolds submitted pricing for the above items on 4/30. Due to the extended time extension request and high direct labor costs in addition to subcontractor costs without proper justification, the PCOs were rejected. Per Board direction (on 5/6) WEC explored other competitive bids for the disconnect installations that could achieve completion in a timeline which aligns with the Districts Hurricane Preparedness Plan.
  - These change orders are on for discussion at this board meeting (5/20).
- Reynolds installed the pressure blow-off valve on the trailer, in alignment with their work directive, on 5/9. This work will be added to Reynold’s contract by change order.
- Reynolds, Benson, WEC staff and KLWTD staff attended the construction progress meetings on April 10th and April 24th.

| Project                                | Original Contract Amount | Current Contract Amount (Including Direct Purchases, change orders and Amendments) | Engineering And Other Cost (Anticipated) | Total Project Cost (Anticipated) |
|--|--------------------------|--|--|----------------------------------|
| Collection System Monitoring (LPA0424) | \$7,575,677.00           | \$9,581,965.61   | \$910,000.00                             | \$10,491,965.61                  |
|  | Engineering Paid to Date | Construction Paid to Date  | Balance to Complete (Anticipated)        | Percentage Complete              |
|  | \$904,006.25             | \$7,732,064.50   | \$1,855,894.86                           | 82%                              |

- Work was completed in Basins A, B, D, G, H, F, I and JK
- Current Status:
  - Basin A: **316** installed (Basin complete)
  - Basin B: **376** installed (Basin complete)
  - Basin C: **117** installed (Basin in progress)
  - Basin D: **232** installed (Basin complete)
  - Basin E: **308** installed (Basin in progress)
  - Basin F: **338** installed (Basin complete)
  - Basin G: **221** installed (Basin complete)
  - Basin H: **27** installed (Basin complete)
  - Basin I: **227** installed (Basin complete)
  - Basin J/K: **443** installed (Basin Complete)
  - Total project installed: **2,605** out of **2,899**
  - **Sensor installation is approx. 90 % complete (Note: This is only sensors and does not include other aspects of the project)**
- During April, Flovac, IVC, WEC, and KLWTD completed walkthroughs in Basin E0 (KLTV & KLTP). Punchlist was distributed and Substantial Completion was executed.
- Flovac and IVC continued working in Basin C (C-1 and C-2). Crews installed conduit and monitoring equipment, and rebuilt valves were installed.
- Valve rebuilds continued – 1,217 rebuilds completed.
- WEC created multiple details based on the type of pipe that is to be tapped into for force main pressure sensor installations to obtain pricing and be incorporated into the project scope by FloVac.
- Biweekly construction progress meetings were held on April 8<sup>th</sup> and 22<sup>th</sup> and attended by KLWTD, WEC, Flovac and Island Villa staff.

| Project                                | Original Contract Amount | Current Contract Amount (Including Direct Purchases, change orders and Amendments) | Engineering And Other Cost (Anticipated) | Total Project Cost (Anticipated) |
|--|--------------------------|--|--|----------------------------------|
| Effluent Filtration Upgrades (LPA0243) | \$ 3,043,820.00          | \$3,343,823.76   | \$420,000.00                             | \$3,763,823.76                   |
|  | Engineering Paid to Date | Construction Paid to Date  | Balance to Complete (Anticipated)        | Percentage Complete              |
|  | \$414,493.75             | \$2,720,372.62   | \$617,229.39                             | 83%                              |

- The Effluent Filtration Upgrades project was awarded to Reynolds Construction in the amount of \$3,043,820.00 on May 15, 2023.
- Reynolds has completed placing the effluent 90 pipe support bracket and Benson has rerouted electrical conduit temporarily to allow for the bracket to be installed.
- It was determined that the filter had some manufacturer’s defects and/or contained the presence of acid producing microbes that may have caused the corrosion in multiple places on the filter, predominately on the welds. Reynolds met with Evoqua several times in April in efforts to come to a resolution for removing the filter and fixing this issue at the factory. WEC also met with Alex Mass to discuss ongoing resolution to warrantee and cost issues. This resolution will continue in the coming period.
- Alex Mass was on site during this period to collect additional samples for microbial testing, which he will provide to WEC/KLWTD. WEC is looking into additional testing through a separate company as well.
- Reynolds may conduct I&C testing in May, before removing the filter, to receive beneficial use of booster pump #4. They will be required to re-test again once the filter returns to the site.
  - Initial I&C testing for alarms and programming occurred on 1/30 and revealed the need for more work to be done before completing the checklist.
- The Board approved a CO at the 4/15 Board Meeting for the spread footer that was required for the access walkway, as well as increase in contract time to allow for the fabrication of the railing for the catwalk due to material shortages.
- The catwalk metals were delivered on site for installation, the footers have been poured in early May, and the catwalk will be erected throughout the month ahead.
- Reynolds, Benson, WEC staff and KLWTD staff attended the construction progress meetings on April 10th and April 24th.

| Project  | Original Contract Amount | Current Contract Amount (Including Direct Purchases, change orders and Amendments) | Engineering And Other Cost (Anticipated) | Total Project Cost (Anticipated) |
|--|--------------------------|--|--|----------------------------------|
| Power Conditioning and Electrical Upgrades at the WWTP (LPA0426) | \$2,670,450.00           | \$2,947,904.87   | \$485,000.00                             | \$3,432,904.87                   |
|  | Engineering Paid to Date | Construction Paid to Date  | Balance to Complete (Anticipated)        | Percentage Complete              |
|  | \$348,682.30             | N/A  | N/A                                      | 10%                              |

- The Power Conditioning and Electrical Upgrades at the WWTP was awarded to Pedro Falcon in the amount of \$2,670,450.00 on January 29<sup>th</sup>, 2025.
- The A/C Mini Split was mounted in the ATS room and pending complete hookup. The existing A/C unit is temporarily mounted to allow for the ATS to be cooled and prevent it from overheating.
- Conduit has been run on both sides of the CCC to allow for the wiring to be brought to the deep injection well and monitoring well.
- Conduit has been run along the tops of the SBRs to allow for the lighting and outlets to be ready to be pulled when the project is going on to its next phase.
- Pedro Falcon worked with WEC staff to provide several pricing options for the change order which was approved at the 5/6 Board Meeting. This change order allows for the upgrade of the power conditioning device to 2500kVa, as well as the upgrading of the system conduit/wiring to allow for increased amperage of the system which will be required for the EQ Tank and Headworks project or any other future expansions. This change order is included in the costs above.
- Pertaining to the VPS project additional safety work, Pedro Falcon provided a competitive bid for installing the disconnects at each vacuum station with a significantly improved cost and schedule that aligns with the Districts Hurricane Preparedness Plan. This is on for discussion at this Board Meeting, 5/20.
- Pedro Falcon, KLWTD and WEC staff attended the construction progress meetings on April 9<sup>th</sup>, 2025 and April 23<sup>th</sup>, 2025.

| Project                      | Original Contract Amount | Current Contract Amount (Including Direct Purchases, change orders and Amendments) | Engineering And Other Cost (Anticipated) | Total Project Cost (Anticipated) |
|------------------------------|--------------------------|--|--|----------------------------------|
| Vacuum Stations Odor Control | \$4,009,141.26           | \$4,009,141.26   | \$400,000.00                             | \$4,409,141.26                   |
|                              | Engineering Paid to Date | Construction Paid to Date  | Balance to Complete (Anticipated)        | Percentage Complete              |
|                              | \$139,182.50             | \$153,817.66   | N/A                                      | 7%                               |

- The full Odor Control project was awarded to Belle Construction, LLC in the amount of \$4,009,141.26 on March 28<sup>th</sup>, 2025.
- The Pre-Construction meeting occurred on Thursday, April 10<sup>th</sup> at the KLWTD Plant.
- Belle Construction has submitted submittals for WEC review including relocation of existing odor control tank plans, fuel tank relocations, concrete and rebar submittals.
- The Easement Agreement at Vac Station A was approved at the May 6<sup>th</sup> Meeting. Belle Construction plans to begin placing the new fence line and clearing the vegetation in the next period.
- The existing Odor Control systems have been relocated at Vacuum Stations G, I, & JK and routed through only the smaller tank, with no fan. Odor Control effectiveness remains the same. Belle plans to relocate the Odor Control system at Vacuum Station E in the next period.
- The fuel tank at Vacuum Station D has been replaced with a 500-gal temporary tank which has been wired into the existing generator while construction of the new generator slab commences. A similar process will occur at Vacuum Station A in the next period.

## Upcoming Construction Projects

| Project   | Estimated Total Cost            | Status  |
|---|---------------------------------|---|
| <b>Direct Potable Reuse Demonstration Project</b> | \$1,504,301.25<br>(Anticipated) | The district has budgeted funds for a demonstration project to produce potable water from the WWTP’s treated effluent. 2021 Florida legislation established Direct Potable Reuse (DPR) as a preferred effluent disposal method and provides for DPR projects to be eligible for grant funding, treating WWTP effluent as an Alternative Water Supply. The District has applied for a planning grant for this project and has requested grant funding to be allocated for the design, permitting, and construction of the DPR demonstration project. Initial estimates indicate that the volume of water produced in the DPR demonstration project would be in the range of 150,000 to 250,000 GPD.  |
| <b>EQ Tank and Headworks Project</b>              | \$4,500,000<br>(Anticipated)    | The EQ Tank and Headworks Project involves the installation of new headworks as an upgrade to the current headworks at the KLWTD WWTP. This project also involves the installation of an influent EQ tank to regulate flow. This project is currently in the design phase with preliminary site plans and structural drawings for the EQ tank. Shop drawings have been received from Hydrodyne, and a center flow screen has been selected for the headworks screening, which will reduce the footprint of the headworks space and has a higher catch rate and efficiency than the existing headworks. Due to a lack of a decision by Islamorada on the NPK booster station design, the District is moving forward with completing design, with incorporation of an additive alternate scope of work should Islamorada decide to keep the current booster pump design. Permitting efforts are underway with FDEP. |
| <b>Blower Room Modifications Project</b>          | \$250,000<br>(Anticipated)      | The KLWTD staff has requested the addition of an access door behind blower #4 to better service the blower. Currently, the other blowers must be removed to access blower #4. These modifications will allow for more efficient service of the blowers. This project is currently in the preliminary design phase.  |



Figure 1. Flovac Crew Installing Vacuum Pit Monitoring Equipment in Basin C (SE Marlin Ave)



Figure 2 and 3. IVC Crew Installed Conduit in the Trench, and the Compacted the Site Afterward (Hialeah In Basin C)

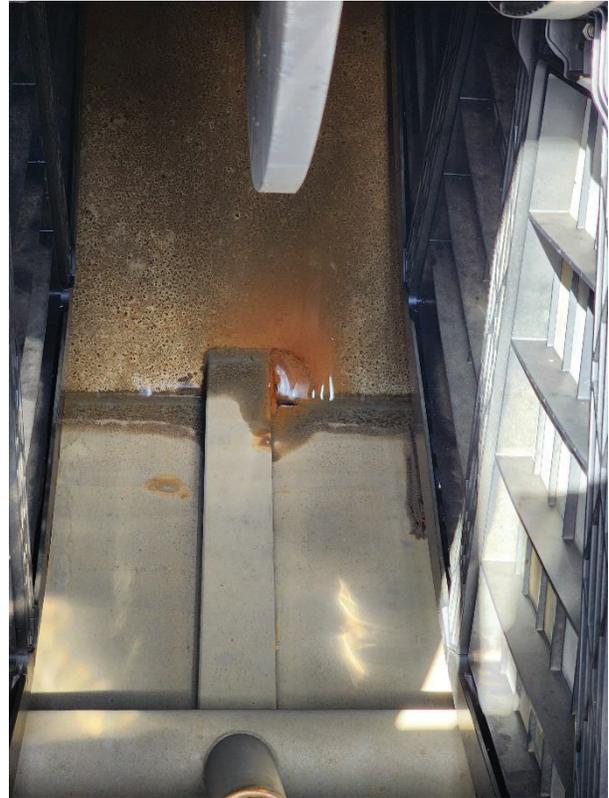


Figure 4 and 5. Corrosion on the welds of the 316SS Evoqua 40X filter

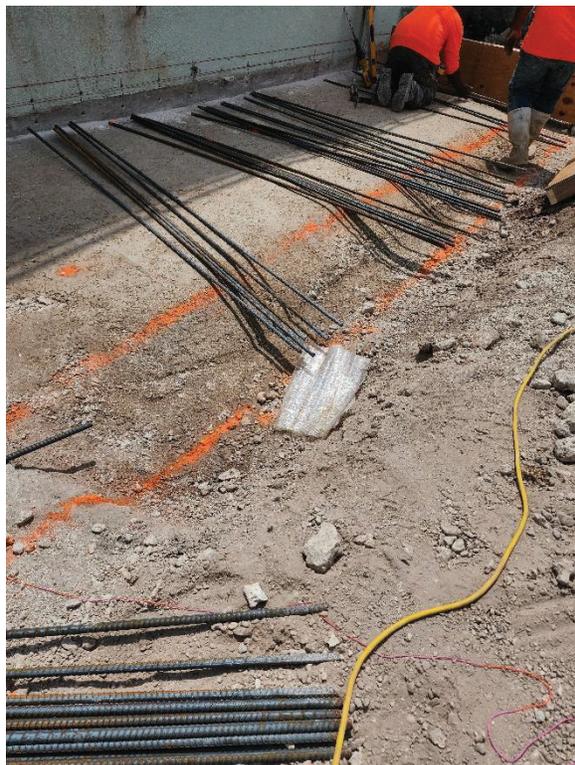


Figure 6 and 7. Embedment of rebar in existing wall of the plant pump station



**Figure 8 and 9. Conduit stubbed up to both the monitoring and deep injection well**



**Figure 10 and 11. Conduit run along the side of the chlorine contact chamber and stubbed up to the end of the CCC ready to be run along the bottom of the catwalk**



Figure 12 and 13. Temporary Fuel Tank has been installed at Vacuum Station D by BOI and passed pressure testing.



Figure 14 and 15. Odor Control relocation at Vacuum Stations JK and I.

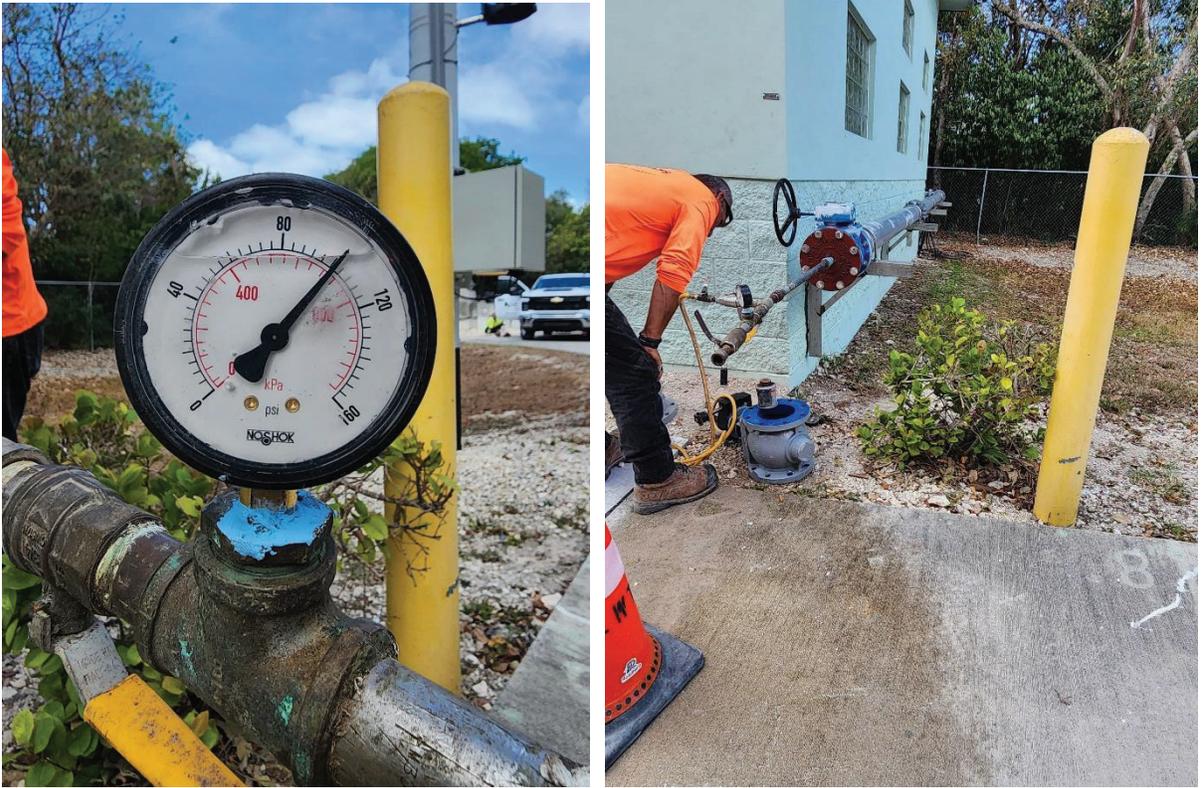


Figure 16 and 17. Pressure testing of force main piping for the VPS job at Vacuum Station D

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

Meeting Date:  
May 20, 2025

Agenda Item Number: M-2

Action Required:  
Yes

Department:  
Capital Projects

Sponsor:  
Steve Suggs

Subject:  
**KLWTD Vacuum Station Modifications Change Order #6**

Summary of Discussion:

This change order adds the cost of installing a blow-off valve on the discharge manifold of the District's vacuum trailer into Reynolds' construction contract. The valve serves as a safety feature to relieve pressure in the event of overpressurization in the discharge line. Upon approval, Reynolds scope of work will be complete and they will have 30 days to complete any remaining punch list items required for project closeout.

| <u>Reviewed / Approved</u> | <u>Financial Impact</u> | <u>Attachments</u>              |
|----------------------------|-------------------------|---------------------------------|
| Operations: _____          | \$ 17,333.05            | 1. Memo<br>2. Change Order Form |
| Administration: _____      | Expense                 |                                 |
| Finance: _____             | Funding Source:         |                                 |
| District Counsel: _____    | Grant(s)                |                                 |
| District Clerk: _____      | Budgeted:               |                                 |
| Engineering: _____         | No                      |                                 |

Approved By:  Date: 5-15-25  
General Manager



## MEMORANDUM

**To:** Peter Rosasco, General Manager  
**From:** Lexi Connor, E.I.  
**Date:** May 20<sup>th</sup>, 2025  
**Re:** Blow Off Valve – KLWTD Vacuum Station Modifications

---

This memo summarizes the purpose and justification for Change Order #6 to Reynolds Construction's contract for the KLWTD Vacuum Station Modifications project.

During startup testing of the District's vacuum trailer at Vacuum Station A, an over pressurization incident occurred due to system valves not being in the proper open position. To prevent this issue from recurring and to enhance system safety, a blow-off (pressure relief) valve was proposed for installation on the trailer's discharge manifold.

Under a work directive issued by the District, Reynolds proceeded with ordering and installing the blow-off valve to avoid further project delay. This change order now formally incorporates the cost of that work—\$17,333.05—into Reynolds' construction contract. Additionally, this change order updates Reynolds' contract time to reflect a new substantial completion date of May 20, 2025, the date of this Board meeting, contingent on approval. With this change, Reynolds' remaining scope consists only of final punch list items necessary for project closeout.

Weiler Engineering recommends approval of Change Order #6 to formalize the cost of the blow-off valve installation, update the substantial completion date, and close out Reynolds' remaining contract obligations.

**SECTION 00950  
CHANGE ORDER FORM**

|  |  |
|--|--|
| CONTRACTOR ("Contractor"):<br>Reynolds Construction, LLC   | CHANGE ORDER No. 6<br><br>PROJECT TITLE: KLWTD Vacuum Station Modifications<br>PROJECT No. 03105.078:110   |
| OWNER: Key Largo Wastewater Treatment District<br>("Owner" or "District")  | ENGINEER: Weiler Engineering<br>6805 Overseas Hwy<br>Marathon, Florida 33050   |
| DATE OF ISSUE: May 20 <sup>th</sup> , 2025   | EFFECTIVE DATE: <u>May 20<sup>th</sup>, 2025</u> , contingent upon approval by the District's Board of Commissioners. Contractor shall commence work only after receipt of notification to proceed by the District's Contract Manager. |
| <p><b>Description of Work to be Performed:</b> The Contractor is hereby authorized and directed to perform the following Work, generally described as: Install a pressure release blow-off valve on the discharge pipe of the District's vacuum trailer.</p> <p><b>Reason for Change:</b> During the startup of the vacuum trailer at Vacuum Station A, an overpressurization incident occurred due to system valves not being in the correct open position. To prevent the recurrence of this safety issue, a blow-off valve (pressure relief valve) is now being installed on the discharge pipe. This valve will automatically release excess pressure in the event of improper valve configuration during startup, ensuring system safety. Reynolds is being granted a time extension for the contract to end in 30 days after the approval of this change order. With installation of the pressure release, all of Reynold's scope of work will be completed other than punchlist items.</p> <p><b>Work to be Performed</b> is more specifically described as: Reynolds to procure materials, and provide labor for the installation of the Pressure Release Valve.</p> <p><b>Attachments: N/A</b></p> <p style="text-align: center;"><b>Total Proposed Increase (decrease) in Contract Price and Contract Time for this Change Order</b></p> |  |
| <b>Increase (decrease) in Contract Price:</b><br><br><p style="text-align: center;"><b>\$17,333.05</b></p>   | <b>Increase (decrease) in Contract Time (Calendar days):</b><br><br><p style="text-align: center;"><b>192 Days</b></p>   |
| <p><b>Acknowledgments:</b></p> <p>The aforementioned change, and work affected thereby, is subject to and governed by all provisions of the original Agreement and RFP. It is expressly understood and agreed that the approval of this Change Order shall have no effect on the original Agreement, including all GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS, other than matters expressly provided herein.</p> <p>This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Change Order constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order. Owner may require consent of the Contractor's surety, if any, to the terms of this Change Order.</p>                                     |  |

| <b>Original Contract Price: \$3,155,800.00</b>   |  | <b>Original Contract Time: 365 Days<br/>(Calendar days or dates)</b>  |                                |
|--|--|---|--------------------------------|
| <b>SUMMARY OF PRIOR CHANGE ORDERS</b>  |  |   |                                |
| <b>C-O No.</b>   | <b>Description of Change</b>   | <b>Change in Contract Price</b>   | <b>Change in Contract Time</b> |
| 1  | Owner Direct Purchase of AIRVAC parts and valve packages from Ferguson and Fluid Control Specialists     | \$ (500,192.00)   | 0 Days                         |
| 2  | Additional Scope of work to include replacing 18" butterfly valve between Post-EQ tank and Booster Pumps | \$ (84,880.31)  | 0 Days                         |
| 3  | Owner Direct Purchase of piping materials  | \$ (44,360.01)  | 0 Days                         |
| 4  | Stainless Steel Piping Mods, Emergency Vac Trailer Mods, & Alternate Influent Valves for Vac E           | \$104,252.79  | 175 Days                       |
| 5  | Cable Set Length Extension, Wiring Mods  | \$10,946.97   | 0 Days                         |
| <b>TOTAL OF ALL PRIOR CHANGES</b>  |  | <b>\$(514,232.56)</b>   | <b>175 Days</b>                |
| <b>CURRENT CONTRACT PRICE AND TIME<br/>(Adjusted by Prior Change Orders BUT before adjusting for this Change Order)</b>  |  | <b>\$2,641,567.44</b>   | <b>540 Days</b>                |
| <b>NEW CONTRACT PRICE AND TIME<br/>(Adjusted by Prior Change Orders AND this Change Order)</b>   |  | <b>\$2,658,900.49</b>   | <b>732 Days</b>                |
| <b>Original Contract Substantial Completion Date:<br/>05/18/2024</b>   |  | <b>New Contract Substantial Completion Date:<br/>05/20/2025</b>   |                                |
| <b>APPROVAL AND CHANGE ORDER AUTHORIZATION</b>   |  |   |                                |
| Contractor: <u>Reynolds Construction LLC</u><br>_____<br>By (Signature)<br><u>Joshua Vondersaar, Operations Manager</u><br>(Printed Name and Title of Officer)<br><br>(Date) <u>5/20/2025</u><br><br>ATTEST:<br>_____<br>(Secretary)<br>(Corporate Seal) |  | Owner: <u>Key Largo Wastewater Treatment District</u><br>_____<br>By (Signature)<br><u>Peter Rosasco, General Manager</u><br>(Printed Name and Title of Officer)<br><br>(Date) <u>5/20/2025</u><br><br>ATTEST:<br>_____<br>District Clerk<br>(Seal) |                                |

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

Meeting Date:  
May 20, 2025

Agenda Item Number: M-3

Action Required:  
Yes

Department:  
Capital Projects

Sponsor:  
Steve Suggs

Subject:  
**KLWTD Power Conditioning Project Change Order #2**

Summary of Discussion:

Weiler Engineering is presenting a change order to the Power Conditioning Project, which involves reassigning the isolation disconnect installation scope from Reynolds Construction to Pedro Falcon Electrical Contractors (PFEC) due to cost and schedule concerns. This approach supports an expedited timeline for completion and readiness ahead of hurricane season, as desired by the District to ensure the vacuum trailer is operational.

| <u>Reviewed / Approved</u> | <u>Financial Impact</u> | <u>Attachments</u>              |
|----------------------------|-------------------------|---------------------------------|
| Operations: _____          | \$ 136,078.20           | 1. Memo<br>2. Change Order Form |
| Administration: _____      | Expense                 |                                 |
| Finance: _____             | Funding Source:         |                                 |
| District Counsel: _____    | Grant(s)                |                                 |
| District Clerk: _____      | Budgeted:               |                                 |
| Engineering: _____         | No                      |                                 |

Approved By:  Date: 5-15-25  
General Manager



## MEMORANDUM

**To:** Peter Rosasco, General Manager  
**From:** Lexi Connor, E.I.  
**Date:** May 20<sup>th</sup>, 2025  
**Re:** Scope Shift for Disconnect Work – KLWTD Electrical Upgrades

---

At the last Board meeting, concerns were raised regarding the proposed change orders submitted by Reynolds Construction for installation of isolation disconnects under Phase 2 of the KLWTD Vacuum Station Modifications project.

Reynolds' proposal for the disconnects totaled **\$182,840.19**, with disconnect installations not starting until August 25 and extending through October 17—well beyond the District's required completion window. Additionally, there was \$41,182.40 of direct labor that lacked proper backup. For these reasons, the change order did not make the last Board Meeting on May 6, 2025.

### **Reassignment of Disconnect Work:**

In light of this, the board directed that WEC explore competitive bids for the disconnect work specifically. In doing so, Weiler Engineering received the following proposal:

Pedro Falcon Electrical Contractors (PFEC), who is currently under contract with KLWTD for similar scope work, KLWTD WWTP Electrical Upgrades project, submitted a proposal in the amount of **\$136,078.20**. Their proposal includes:

- Immediate mobilization
- After-hours and flexible scheduling
- 4–8-week material lead time
- 2-week estimated installation window

This proposal represents a cost savings of nearly **\$50,000.00** and satisfies the required timeline for hurricane readiness.

This reassignment allows for accelerated completion and cost-effective delivery under an existing contract with PFEC, being the Power Conditioning project.

### **Remaining Safety Scope for VPS:**

Reynolds will continue with the blow-off valve installation as described in the approved work directive and Change Order #6 for the VPS project. The final safety component for the District's emergency vacuum trailer—the installation and programming of the pressure transducer—will



be completed in-house by District staff. Pedro Falcon has agreed to assist with conduit and signal wiring of the pressure transducer into the vacuum trailer's control panel at no additional cost to the District, contingent upon approval of this change order.

**Recommendation:**

Staff recommends reassigning the disconnect work to PFEC under the Electrical Upgrades project due to its cost-effectiveness, alignment with critical project deadlines, and its role in expediting the closeout of the VPS project.

**SECTION 00950  
CHANGE ORDER FORM**

|  |   |
|--|---|
| <p>CONTRACTOR ("Contractor"):<br/>Pedro Falcon Contractors, Inc.</p>   | <p>CHANGE ORDER No. 2<br/>PROJECT TITLE: KLWTD Power Conditioning &amp; Electrical Upgrades<br/>PROJECT No. 03105.086:151</p>   |
| <p>OWNER: Key Largo Wastewater Treatment District<br/>("Owner" or "District")</p>  | <p>ENGINEER': Weiler Engineering<br/>6805 Overseas Hwy<br/>Marathon, Florida 33050</p>  |
| <p>DATE OF ISSUE: May 20, 2025</p>   | <p>EFFECTIVE DATE: <u>May 20, 2025</u>, contingent upon approval by the District's Board of Commissioners. Contractor shall commence work only after receipt of notification to proceed by the District's Contract Manager.</p> |
| <p><b>Description of Work to be Performed:</b> The Contractor is hereby authorized and directed to perform the following Work, generally described as: Furnish and install new isolation disconnects at Vacuum Stations A through J/K, including wiring modifications and coordination required to facilitate the addition.</p> <p><b>Reason for Change:</b> Additional Scope to be added to the project in the form of addition of disconnects at each station allowing for isolation of the main power receptacle for safety concerns. This work will be added to the power conditioning project to allow for the work to be completed based on the time frame request by the District and save the cost of the subcontractor and contractor labor markup.</p> <p><b>Work to be Performed</b> is more specifically described as: Installation of six (6) 480V disconnects one at each station that will be used to isolate the main power receptacle allowing safer connection of the vacuum trailer in case of emergency.</p> <p><b>Attachments:</b> N/A</p> <p align="center"><b>Total Proposed Increase (decrease) in Contract Price and Contract Time for this Change Order</b></p>  |   |
| <p><b>Increase (decrease) in Contract Price:</b></p> <p align="center"><b>\$ 136,078.20</b></p>  | <p><b>Increase (decrease) in Contract Time (Calendar days):</b></p> <p align="center"><b>0 Days</b></p>   |
| <p><b>Acknowledgments:</b></p> <p>The aforementioned change, and work affected thereby, is subject to and governed by all provisions of the original Agreement and RFP. It is expressly understood and agreed that the approval of this Change Order shall have no effect on the original Agreement, including all GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS, other than matters expressly provided herein.</p> <p>This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Change Order constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order. Owner may require consent of the Contractor's surety, if any, to the terms of this Change Order.</p> |   |
| <p><b>Original Contract Price: \$2,670,450.00</b></p>  | <p><b>Original Contract Time: 500 Days<br/>(calendar days or dates)</b></p>   |

| <b>SUMMARY OF PRIOR CHANGE ORDERS</b>  |                              |  |                                |
|--|------------------------------|--|--------------------------------|
| <b>C-O No.</b>   | <b>Description of Change</b> | <b>Change in Contract Price</b>  | <b>Change in Contract Time</b> |
| 1  | Service Upgrade to 3000A     | \$ 277,454.87  | 10 Days                        |
| 2  |                              | \$   | Days                           |
| 3  |                              | \$   | Days                           |
| 4  |                              | \$   | Days                           |
| 5  |                              | \$   | Days                           |
| <b>TOTAL OF ALL PRIOR CHANGES</b>  |                              | <b>\$ 277,454.87</b>   | <b>10 Days</b>                 |
| <b>CURRENT CONTRACT PRICE AND TIME<br/>(Adjusted by Prior Change Orders BUT before adjusting for this Change Order)</b>  |                              | <b>\$ 2,947,904.87</b>   | <b>510 Days</b>                |
| <b>NEW CONTRACT PRICE AND TIME<br/>(Adjusted by Prior Change Orders AND this Change Order)</b>   |                              | <b>\$ 3,083,983.07</b>   | <b>510 Days</b>                |
| <b>Original Contract Substantial Completion Date:<br/>06/15/2026</b>   |                              | <b>New Contract Substantial Completion Date:<br/>06/28/2026</b>  |                                |
| <b>APPROVAL AND CHANGE ORDER AUTHORIZATION</b>   |                              |  |                                |
| Contractor: <u>Pedro Falcon Contractors, Inc.</u><br><br>_____<br>By (Signature)<br><br><u>Roman Sviridenko, Project Manager</u><br>(Printed Name and Title of Officer)<br><br>(Date) _____<br><br>ATTEST:<br><br>_____<br>(Secretary)<br><br>(Corporate Seal) |                              | Owner: <u>Key Largo Wastewater Treatment District</u><br><br>_____<br>By (Signature)<br><br><u>Peter Rosasco, General Manager</u><br>(Printed Name and Title of Officer)<br><br>(Date) _____<br><br>ATTEST:<br><br>_____<br>District Clerk<br><br>(Seal) |                                |

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

Meeting Date:  
May 20, 2025

Agenda Item Number: M-4

Action Required:  
Yes

Department: Capital Projects      Sponsor: Steve Suggs

Subject:  
**Collection System Monitoring CO#6**

Summary of Discussion:

Change Order #6 is being presented for approval to reconcile contract quantities to date, reflecting actual installation locations by appropriate basin, and reallocates unused funds to cover the addition of the force main saddle taps for pressure monitoring and additional gateways.

| <u>Reviewed / Approved</u> | <u>Financial Impact</u> | <u>Attachments</u>   |
|----------------------------|-------------------------|--|
| Operations: _____          | \$ <b>(0.67)</b>        | 1. Balancing CO#6<br>2. Reconciliation Sheet<br>3. Flovac CO |
| Administration: _____      | Expense                 |  |
| Finance: _____             | Funding Source:         |  |
| District Counsel: _____    | Grant(s)                |  |
| District Clerk: _____      | Budgeted:               |  |
| Engineering: _____         | Yes                     |  |

Approved By:       Date: 5-15-25  
General Manager

**SECTION 00950  
CHANGE ORDER FORM**

|  |  |
|--|--|
| <p>CONTRACTOR ("Contractor"):<br/><b>Flovac Inc.</b></p>   | <p>CHANGE ORDER No. 6<br/>PROJECT TITLE: <b>KLWTD Collection System Monitoring Project</b><br/>PROJECT No. 03105.078:130</p> |
| <p>OWNER: Key Largo Wastewater Treatment District<br/>(Owner), or (District)</p>   | <p>ENGINEER': Weiler Engineering<br/>6805 Overseas Hwy<br/>Marathon, Florida 33050</p>                                       |
| <p>DATE OF ISSUE: May 20th, 2025</p>   | <p>EFFECTIVE DATE: May 20th, 2025, contingent upon approval by the District's Board of Commissioners.</p>                    |
| <p><b>Description of Work to be Performed:</b> The Contractor is hereby authorized and directed to perform the following Work, generally described as: Installation of (3) additional cellular gateways and installation of saddle taps on existing force mains to support pressure monitoring at (30) locations throughout the KLWTD service area, as part of the District's collection system monitoring improvements. It is understood all purchased items, materials, and equipment are solely owned by the District. The Contractor shall be responsible for delivery and acceptance of the equipment and materials on behalf of the District and shall retain full responsibility and liability for all aspects of the work as defined in the Contract Documents.</p> <p><b>Reason for Change:</b> To reconcile contract quantities based on actual field installations by basin and to fund additional work including the installation of gateways and force main saddle taps needed to enhance system monitoring. This adjustment ensures accurate future tracking and proper allocation of costs.</p> <p><b>Attachments: Reconciliation Spreadsheet</b></p>   |  |
| <b>Total Proposed Changes in Contract Price and Contract Time for this Change Order</b>  |  |
| <p><b>Increase (decrease) in Contract Price:</b></p> <p style="font-size: 1.2em;"><b>\$ (0.67)</b></p>   | <p><b>Increase (decrease) in Contract Time (Calendar days):</b></p> <p style="font-size: 1.2em;"><b>0 Days</b></p>           |
| <p><b>Acknowledgments:</b></p> <p>The aforementioned change, and work affected thereby, is subject to and governed by all provisions of the original Agreement and RFP. It is expressly understood and agreed that the approval of this Change Order shall have no effect on the original Agreement, including all GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS, other than matters expressly provided herein.</p> <p>This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Change Order constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order. Owner may require consent of the Contractor's surety, if any, to the terms of this Change Order.</p> |  |
| <p><b>Original Contract Price: \$2,000,000.00</b></p>  | <p><b>Original Contract Time: 790 Days<br/>(calendar days or dates)</b></p>  |
|  |  |

| <b>SUMMARY OF PRIOR CHANGE ORDERS</b>   |   |   |                                |
|---|---|---|--------------------------------|
| <b>C-O No.</b>  | <b>Description of Change</b>  | <b>Change in Contract Price</b>   | <b>Change in Contract Time</b> |
| 1   | Change order No.1. Repair of concrete pads, extension of vent pipes in flood prone areas, and addition of galvanized support rods | \$ 506,600.00   | 0 Days                         |
| 2   | Change order No.2. Work in Basin A and Basin B  | \$ 423,611.36   | 0 Days                         |
| 3   | Basin C and Grinder Pump Monitoring   | \$659,596.20  | 60 Days                        |
| 4   | Valve Rebuilds  | \$1,499,688.25  | 549 Days                       |
| 5   | Valve Rebuild Kits (Deductive)  | \$(519,833.00)  | 0 Days                         |
| <b>TOTAL OF ALL PRIOR CHANGES</b>   |   | <b>\$ 2,569,662.81</b>  | <b>609 Days</b>                |
| <b>CURRENT CONTRACT PRICE AND TIME<br/>(Adjusted by Prior Change Orders BUT before adjusting for this Change Order)</b>   |   | <b>\$4,569,662.81</b>   | <b>1,399 Days</b>              |
| <b>NEW CONTRACT PRICE AND TIME<br/>(Adjusted by Prior Change Orders AND this Change Order)</b>  |   | <b>\$4,569,662.14</b>   | <b>1,399 Days</b>              |
| <b>Original Contract Substantial Completion Date:<br/>8/21/2024</b>   |   | <b>New Contract Substantial Completion Date:<br/>04/22/2026</b>   |                                |
| <b>APPROVAL AND CHANGE ORDER AUTHORIZATION</b>  |   |   |                                |
| Contractor: <u>Flovac, Inc.</u><br><br>_____<br>By (Signature)<br><br><u>Mike Pringle, Director of Operations</u><br>(Printed Name and Title of Officer)<br><br>_____<br>(Date) |   | Owner: <u>Key Largo Wastewater Treatment District</u><br><br>_____<br>By (Signature)<br><br><u>Peter Rosasco, General Manager</u><br>(Printed Name and Title of Officer)<br><br>_____<br>(Date) |                                |
| ATTEST:<br><br>_____<br>(Secretary)<br><br>(Corporate Seal)   |   | ATTEST:<br><br>_____<br>District Clerk<br><br>(Seal)  |                                |

| KLWTD Collection System Monitoring CO6 Reconciliation |  |                       |                                      |   |                  |             |                         |                          |                |  |
|---|--|-----------------------|--------------------------------------|---|------------------|-------------|-------------------------|--------------------------|----------------|--|
| Item No.  | Item Description   | Current Scheduled Qty | Installed Scheduled Qty (from flows) | Over Under (some items still in progress) | New Proposed Qty | Unit Price  | Current Scheduled Value | Proposed Scheduled Value | Net Change     | Notes  |
| <b>General Conditions</b>                             |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 1.01  | Mobilization   | 1.00                  | 1.00                                 | -   | 1.00             | \$50,000.00 | \$50,000.00             | \$50,000.00              | \$ -           |  |
| 1.01  | Bank and Insurance   | 1.00                  | 1.00                                 | -   | 1.00             | \$95,000.00 | \$95,000.00             | \$95,000.00              | \$ -           |  |
| <b>Gateway System</b>                                 |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 2.01  | Installation of Gateway System   | 10                    | 10                                   | -   | 10.00            | \$6,500.00  | \$65,000.00             | \$65,000.00              | \$ -           |  |
| <b>Basin D</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 6.01  | Installation of monitoring system in Standard Pit                          | 232                   | 232                                  | -   | 232.00           | \$47.68     | \$11,012.76             | \$11,012.76              | \$ -           |  |
| 6.02  | Installation of monitoring system in Buffer Tank                           | 8                     | 8                                    | -   | 8.00             | \$140.60    | \$1,124.80              | \$1,124.80               | \$ -           |  |
| 6.03  | Relocate controllers into air pedestals, provide all necessary connections | 232                   | 232                                  | -   | 232.00           | \$19.00     | \$4,408.00              | \$4,408.00               | \$ -           |  |
| <b>Basin E</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 7.01  | Installation of monitoring system in Standard Pit                          | 287                   | 287                                  | (21.00)                                   | 308.00           | \$47.68     | \$14,689.76             | \$14,620.44              | \$69.32        |  |
| 7.02  | Install District Supplied Air Intake Pedestal In phase 0 locations         | 225                   | 225                                  | -   | 225.00           | \$50.625    | \$11,390.63             | \$11,390.63              | \$ -           |  |
| 7.03  | Installation of monitoring system in Buffer Tank                           | 4                     | 4                                    | 0.00                                      | 4.00             | \$42.80     | \$171.20                | \$171.20                 | \$ -           |  |
| 7.03  | Relocate controllers into air pedestals, provide all necessary connections | 287                   | 287                                  | (21.00)                                   | 308.00           | \$19.00     | \$5,852.00              | \$5,852.00               | \$ -           |  |
| <b>Basin F</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 8.01  | Installation of monitoring system in Standard Pit                          | 340                   | 338                                  | 2.00                                      | 338.00           | \$47.68     | \$16,166.24             | \$16,166.24              | \$ -           |  |
| 8.02  | Installation of monitoring system in Buffer Tank                           | 10                    | 6                                    | 4.00                                      | 6.00             | \$42.80     | \$256.80                | \$256.80                 | \$ -           |  |
| 8.03  | Relocate controllers into air pedestals, provide all necessary connections | 340                   | 338                                  | 2.00                                      | 338.00           | \$19.00     | \$6,422.00              | \$6,422.00               | \$ -           |  |
| <b>Basin G</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 9.01  | Installation of monitoring system in Standard Pit                          | 222                   | 221                                  | 1.00                                      | 221.00           | \$47.68     | \$10,527.36             | \$10,527.36              | \$ -           |  |
| 9.02  | Installation of monitoring system in Buffer Tank                           | 13                    | 13                                   | -   | 13.00            | \$140.60    | \$1,827.80              | \$1,827.80               | \$ -           |  |
| 9.03  | Relocate controllers into air pedestals, provide all necessary connections | 222                   | 221                                  | 1.00                                      | 221.00           | \$19.00     | \$4,201.00              | \$4,201.00               | \$ -           |  |
| <b>Basin H</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 10.01   | Installation of monitoring system in Standard Pit                          | 47                    | 27                                   | 20.00                                     | 27.00            | \$47.68     | \$1,286.16              | \$1,286.16               | \$ -           |  |
| 10.02   | Installation of monitoring system in Buffer Tank                           | 9                     | 9                                    | -   | 9.00             | \$140.60    | \$1,265.40              | \$1,265.40               | \$ -           |  |
| 10.03   | Relocate controllers into air pedestals, provide all necessary connections | 47                    | 27                                   | 20.00                                     | 27.00            | \$19.00     | \$5,133.00              | \$5,133.00               | \$ -           |  |
| <b>Basin I</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 11.01   | Installation of monitoring system in Standard Pit                          | 240                   | 227                                  | 13.00                                     | 227.00           | \$47.68     | \$10,823.76             | \$10,823.76              | \$ -           |  |
| 11.02   | Installation of monitoring system in Buffer Tank                           | 3                     | 3                                    | -   | 3.00             | \$140.60    | \$421.80                | \$421.80                 | \$ -           |  |
| 11.03   | Relocate controllers into air pedestals, provide all necessary connections | 240                   | 227                                  | 13.00                                     | 227.00           | \$19.00     | \$4,313.00              | \$4,313.00               | \$ -           |  |
| <b>Basin JK</b>                                       |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 12.01   | Installation of monitoring system in Standard Pit                          | 444                   | 443                                  | 1.00                                      | 443.00           | \$47.68     | \$21,110.32             | \$21,110.32              | \$ -           |  |
| 12.02   | Installation of monitoring system in Buffer Tank                           | 16                    | 16                                   | -   | 16.00            | \$140.60    | \$2,249.60              | \$2,249.60               | \$ -           |  |
| 12.03   | Relocate controllers into air pedestals, provide all necessary connections | 444                   | 443                                  | 1.00                                      | 443.00           | \$19.00     | \$8,417.00              | \$8,417.00               | \$ -           |  |
| <b>Site Restoration</b>                               |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 15.01   | Asphalt Restoration around pit where required                              | 21400                 | 7618.97                              | 15,781.03                                 | 9363.00          | \$7.06      | \$66,156.60             | \$66,156.60              | \$ -           |  |
| 15.02   | Gravel around pit as required  | 1500                  | 790.44                               | 709.56                                    | 790.44           | \$41.79     | \$32,999.00             | \$32,999.00              | \$ -           |  |
| 15.03   | Gravel Seal around pit as required   | 85137                 | 79044                                | 6093.00                                   | 85137.00         | \$2.78      | \$235,960.86            | \$235,960.86             | \$ -           |  |
| <b>Address Miscellaneous Optional Items</b>           |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 16.02   | Annual Service Agreement for System Maintenance & Support                  | 2                     | 2                                    | -   | 2                | \$5,000.00  | \$10,000.00             | \$10,000.00              | \$ -           |  |
| <b>Change Order 1</b>                                 |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 17.00   | Vent Extension   | 870                   | 404                                  | 466                                       | 500.00           | \$125.00    | \$62,500.00             | \$62,500.00              | \$ -           |  |
| 17.01   | Partial Base Chipping and Replacement                                      | 640                   | 320                                  | 320                                       | 640.00           | \$137.50    | \$88,000.00             | \$88,000.00              | \$ -           |  |
| 17.02   | Full Base Chipping and Replacement   | 150                   | 142                                  | 8.00                                      | 150.00           | \$258.00    | \$38,700.00             | \$38,700.00              | \$ -           |  |
| 17.03   | Galvanized Support Rod   | 2900                  | 2282                                 | 618.00                                    | 2,900.00         | \$93.50     | \$271,150.00            | \$271,150.00             | \$ -           |  |
| <b>Change Order 2</b>                                 |  |                       |                                      |   |                  |             |                         |                          |                |  |
| <b>Basin A</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 3.01  | Installation of monitoring system in Standard Pit                          | 297                   | 316                                  | (19.00)                                   | 316.00           | \$47.68     | \$15,088.96             | \$15,088.96              | \$ -           |  |
| 3.03  | Installation of monitoring system in Buffer Tank                           | 0                     | 5                                    | (5.00)                                    | 5.00             | \$140.60    | \$703.00                | \$703.00                 | \$ -           |  |
| 3.02  | Relocate controllers into air pedestals, provide all necessary connections | 297                   | 316                                  | (19.00)                                   | 316.00           | \$19.00     | \$6,004.00              | \$6,004.00               | \$ -           |  |
| <b>Basin B</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 4.01  | Installation of monitoring system in Standard Pit                          | 380                   | 376                                  | 4.00                                      | 376.00           | \$47.68     | \$17,928.48             | \$17,928.48              | \$ -           |  |
| 4.02  | Installation of monitoring system in Buffer Tank                           | 5                     | 3                                    | 2.00                                      | 3.00             | \$140.60    | \$421.80                | \$421.80                 | \$ -           |  |
| 4.03  | Relocate controllers into air pedestals, provide all necessary connections | 380                   | 376                                  | 4.00                                      | 376.00           | \$19.00     | \$7,132.00              | \$7,132.00               | \$ -           |  |
| <b>Change Order 3</b>                                 |  |                       |                                      |   |                  |             |                         |                          |                |  |
| <b>Basin C</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 5.01  | Installation of monitoring system in Standard Pit                          | 411                   | 117                                  | 294.00                                    | 411.00           | \$47.68     | \$19,588.48             | \$19,588.48              | \$ -           |  |
| 5.02  | Installation of monitoring system in Buffer Tank                           | 5                     | 7                                    | (2.00)                                    | 7.00             | \$140.60    | \$984.20                | \$984.20                 | \$ -           |  |
| 5.03  | Relocate controllers into air pedestals, provide all necessary connections | 411                   | 117                                  | 294.00                                    | 411.00           | \$19.00     | \$7,809.00              | \$7,809.00               | \$ -           |  |
| <b>Basin D</b>  |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 14.01   | Grinder Pump Pumpation Monitoring  | 146                   | 2                                    | 144.00                                    | 149.00           | \$99.81     | \$14,871.59             | \$14,871.59              | \$ -           |  |
| 14.02   | one-man Pressure Sensor  | 30                    | 0                                    | 30.00                                     | 30.00            | \$230.72    | \$6,921.60              | \$6,921.60               | \$ -           |  |
| <b>Change Order 4</b>                                 |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 18.00   | Rebuild 6Kv  | 2900                  | 1162                                 | 1738.00                                   | 2,900.00         | \$179.27    | \$519,883.00            | \$519,883.00             | \$ -           |  |
| 18.02   | Rebuild and Install Valve  | 2900                  | 1162                                 | 1738.00                                   | 2,900.00         | \$202.37    | \$586,873.00            | \$586,873.00             | \$ -           |  |
| 18.03   | Additional Parts   | 392932.25             | 19801.08                             | 373131.17                                 | 392932.25        | \$1.00      | \$392,932.25            | \$392,932.25             | \$ -           |  |
| <b>Change Order 5</b>                                 |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 19.01   | Rebuild 6Kv Direct Purchase by KLWTD                                       | 2900                  | 0                                    | 2,900.00                                  | 2,900            | \$179.27    | \$519,883.00            | \$519,883.00             | \$ -           |  |
| <b>Change Order 6</b>                                 |  |                       |                                      |   |                  |             |                         |                          |                |  |
| 20.01   | PM Pressure Taps   | 0                     | 0                                    | -   | 1                | \$95,000.00 | \$ -                    | \$95,000.00              | \$ -           |  |
| 20.02   | Additional Gateways  | 0                     | 0                                    | -   | 3                | \$15,000.00 | \$ -                    | \$15,000.00              | \$ -           |  |
| <b>TOTALS</b>   |  |                       |                                      |   |                  |             | <b>\$4,569,612.81</b>   | <b>\$4,569,612.14</b>    | <b>\$67.67</b> | Notes: In Phase install as date, number was \$50 of fund stated as \$19,833 Additional scope for pressure saddle tap installs. Additional scope for pressure saddle tap installs. Removing \$10,677 from contract to balance quantities and fund CO#6 to date. |



Change Order No. 06

To: The Weiler Engineering Corporation  
6805 Overseas Highway  
Marathon, FL 33050

From: Flovac Americas  
15 Utility Drive, Suite A  
Palm Coast, FL 32137

Re: KLWTD Collection Monitoring System

| Item  | QTY | Unit | Unit Cost   | Total Amount     |
|---|-----|------|-------------|------------------|
| Additional Installation & Purchase of Gateway System                  | 3   | EA   | \$15,000.00 | \$45,000.00      |
| Installation of Force Main Saddle Taps for Pressure Monitoring System | 1   | LS   | \$95,000.00 | \$95,000.00      |
| <b>TOTAL CHANGE ORDER AMOUNT</b>                                      |     |      |             | <b>\$140,000</b> |

  
~~Michael Pringle~~  
Michael Pringle, CEO  
Flovac Americas

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

Meeting Date:  
May 20, 2025

Agenda Item Number: O-1

Action Required:  
Yes

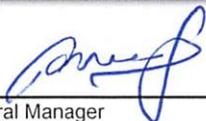
Department: Legal  
Sponsor: Alexis Irizarry

Subject:  
**91941 Tavernier LLC - 91941 Overseas Hwy , AK No. 1101851;  
Reso No. 08-2025**

Summary:

Consideration of adopting Resolution No. 08-2025 imposing a System Impact Charge in the amount of \$42,412.20 and increasing EDU assignment for 91941 Tavernier LLC, AK No. 1101851.

| <u>Reviewed / Approved</u> | <u>Financial Impact</u> | <u>Attachments</u>   |
|----------------------------|-------------------------|--|
| Operations: _____          | \$ 42,512.20            | 1. Reso No. 08-2025<br>2. Notice of System Impact Charge<br>3. Map |
| Administration: _____      | Income                  |  |
| Finance: _____             | Funding Source:         |  |
| District Counsel: _____    | Property Owner          |  |
| District Clerk: _____      | Budgeted:               |  |
| Engineering: _____         | N/A                     |  |

Approved By:  Date: 5-15-25  
General Manager

**RESOLUTION NO. 08-2025**

**A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE DISTRICT”) IMPOSING A SYSTEM IMPACT CHARGE (“SIC”) FOR THE PROPERTY LOCATED AT 91941 OVERSEAS HWY, TAVERNIER, FLORIDA, WITH ALTERNATE KEY NUMBER 1101851; AND PROVIDING FOR ITS IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, 91941 Overseas Hwy LLC, is the owner of real property located at 91941 Overseas Hwy, Tavernier, Florida, with Alternate Key Number 1101851: 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 91941 Overseas Hwy LLC’s proposed development of five dwelling units 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 20, 2025

**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 \$42,512.20
- Section 3. *EDU Increase.* The wastewater base charge will be calculated based on 5.0 EDUs.

Section 4. *Effective Date.* This Resolution shall be effective upon adoption by the Board.

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

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

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

The Chairman thereupon declared this Resolution duly passed and adopted on the 20<sup>th</sup> day of May, 2025

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:** 91941 OVERSEAS Hwy, TAVERNIER

**Parcel ID:** 00089950-000000

**Ak#** 1101851

**Legal Description:** PARCEL 1 COMMENCING AT A POINT ON SHORE LINE OF ATLANTIC OCEAN 88 FT DISTANT IN A NLY DIRECTION FROM DIVIDING LINE OF LOTS 15 & 16 & RUNNING THENCE ALONG SHORE LINE OF ATLANTIC OCEAN IN A NELY DIRECTION 50 FT ETC



## 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

May 1, 2025

To: 91941 TAVERNIER LLC  
C/O IAN MOUNT  
91 Falmouth St  
Short Hills NJ 07078

RE: System Impact Charge: 91941 Tavernier, LLC, 91941 Overseas Hwy.

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 20, 2025.

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 proposed construction of five dwelling units on the above referenced tax parcel will result in an increased demand on the District's wastewater facilities.

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

EDU Assignment: The District General Rules and Regulations provide that each dwelling unit located on a tax parcel shall be assessed 1 EDU. Each EDU equates to one SDC. The District's General Rules and Regulations also specify that a vacant lot is assigned 1 SDC. Your vacant lot was assessed 1 SDC in 2016. Because your proposed development of five dwelling units on the above-referenced tax parcel will result in an increased demand on the District's wastewater facilities, the number of EDUs assigned to your tax parcel will increase from 1 EDU to 5 EDUs. (\$17,764.00)

Construction Cost: The District General Rules and Regulations provide that the SIC includes any additional direct or indirect fees incurred by the District to extend service to the Tax Parcel. The cost of purchase and installation of the 10-foot deep vacuum pit to accept flow by gravity from the proposed development, along with an associated air intake pedestal, cleanout, and piping, is \$25,038.20.

Total SIC Charge: \$42,512.20. Payment is due in full at the time of imposition (Board approval).

Wastewater Base Charge: The wastewater base charge, billed monthly by the Florida Keys Aqueduct Authority ("FKAA"), will be \$144.05. This charge does not include the monthly volumetric charge (\$4.52 per 1,000 gallons of water consumed), which will contribute to the overall wastewater bill.



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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



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### SIC Calculation Attachment

|   |                    |
|---|--------------------|
| EDU Increase (5.0 EDUs – 1.0 EDU)                                       | 4.0 EDUs           |
| Total EDU Increase Charge<br>(\$4,441.00 capacity fee per EDU x 4 EDUs) | \$17,764.00        |
| Construction Costs  | \$25,038.20        |
| <b>Plan Review Credit</b>   | <b>- \$290.00</b>  |
| <b>Total SIC Charge Due</b>   | <b>\$42,512.20</b> |



# Monroe County, FL



### Overview



### Legend

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

|                         |  |                     |            |                      |                       |
|-------------------------|--|---------------------|------------|----------------------|-----------------------|
| <b>Parcel ID</b>        | 00089950-000000  | <b>Alternate ID</b> | 1101851    | <b>Owner Address</b> | 91941 TAVERNIER LLC   |
| <b>Sec/Twp/Rng</b>      | 34/62/38   | <b>Class</b>        | VACANT RES |                      | C/O IAN MOUNT         |
| <b>Property Address</b> | 91941 OVERSEAS Hwy   |                     |            |                      | 91 Falmouth St        |
|                         | TAVERNIER  |                     |            |                      | Short Hills, NJ 07078 |
| <b>District</b>         | 500P   |                     |            |                      |                       |
| <b>Brief Tax</b>        | 34 62 38 ISLAND OF KEY LARGO PB1-64 PT LOT 15 (PT LT 6 PB2-9) G53-109 OR830-1223/25 OR930-1675/78 OR955-174/75 |                     |            |                      |                       |
| <b>Description</b>      | OR972-1531 OR1001-2308 OR2592-2254/57  |                     |            |                      |                       |
|                         | <i>(Note: Not to be used on legal documents)</i>   |                     |            |                      |                       |

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

Meeting Date:  
May 20, 2025

Agenda Item Number: P-1

Action Required:  
No

Department: Commissioner's Item      Sponsor: Timothy Maloney

Subject:  
**Safety Committee Update**

Summary:  
Mr. Maloney will give an update on KLWTD's Safety Committee.

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

Approved By:       Date: 5-15-25  
General Manager



## Key Largo Wastewater Treatment District

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# KLWTD SAFETY COMMITTEE PROGRESS 5.20.2025

- Employees are embracing Safety Awareness with enthusiasm.
- The committee is inviting one employee per department to attend each meeting to share examples of safety success/ accomplishments. The meetings are held monthly.
- The committee has requested different training material and certifications from our safety instructor to enhance the current safety program.
- The Field department tested reflective shirts vs vests. Based on employee feedback the committee agreed to move forward with upgraded vests.
- Seatbelt awareness was one example used to remind employees to be aware of everyday safety.
- “See something Say something” is now a common phrase among the employees.
- May 30<sup>th</sup> will be the next All Employee Safety meeting with a training session on OSHA’s Reporting Requirements.