



Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Tuesday, December 17, 2024
4:00 PM

AGENDA

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

Meeting link for computer, tablet, or
smartphone.

www.gotomeet.me/KLWTDCLerkboard-meeting

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

Access Code: 587-583-005

BOARD MEMBERS:

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

DISTRICT STAFF:

Peter Rosasco	General Manager
Nicholas Mulick	General Counsel
Shannon McCully	Clerk

MISSION STATEMENT:

"The Mission of the Key Largo Wastewater Treatment District is to preserve and protect the delicate ecosystem of the Florida Keys while providing exceptional customer service."

Please mute cell phones.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS

E. PUBLIC COMMENT

F. APPROVAL OF MINUTES OF PREVIOUS MEETING

1. Minutes of November 19, 2024

G. GENERAL MANAGER

1. Employee Recognitions
2. Raftelis Presentation of Rate Study

H. CUSTOMER SERVICE

1. Customer Service Report – November 2024

I. IT

1. IT Report – November 2024

J. BUDGET AND FINANCE

1. Budget and Finance Report – November 2024
2. FY24 4th Quarter Financial Reports

K. FIELD

1. Field Report – November 2024

L. PLANT/FACILITIES

1. Plant/Facilities Report – October 2024

M. CAPITAL PROJECTS

1. Capital Projects Report – November 2024

N. ENGINEERING

O. LEGAL

1. Conservation Parcel Waiver Request - Resolution No. 24-2024

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ("THE BOARD") APPROVING THE REQUEST BY CRAWDADDY INC ("THE OWNER"), FOR THE REMOVAL OF TWO TAX PARCELS AK# 1668435; AND AK# 1668443 FROM THE 2006 NON-AD VALOREM ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE.

P. COMMISSIONER'S ITEMS

Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date:

December 17, 2024

Agenda Item Number: F-1

Action Required:

Yes

Department:

Legal

Sponsor:

Nick Mulick

Subject:

Minutes of November 19, 2024

Summary:

Staff to present the minutes of November 19, 2024, for approval.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Minutes

Approved By: _____ Date: _____
General Manager



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, November 19, 2024

MINUTES

CALL TO ORDER (A)

Secretary/Treasurer Sue Heim called the meeting to order at 4:03 p.m.

PLEDGE OF ALLEGIANCE (B)

Commissioner Philip Schwartz led the Pledge of Allegiance.

ROLL CALL (C)

Present were: Commissioners Sue Heim, Robert Majeska, and Philip Schwartz

Present Virtually (voting): Chairman Nicolas Rodriguez and Commissioner Tim Maloney

Also present: General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; Weiler Engineering Ed Castle and Steve Suggs; 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)

Mr. Rosasco requested the addition of items *G-2 ACOE Update, G-3 December 3, 2024, meeting update*, and *M-2 KLWTD Vacuum Station Odor Control Project*
Commissioner Heim requested the addition of item *P-1 Brief Update on WQPP Meeting on 11/12*

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

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES (F)

Minutes of November 5, 2024 (G-1)

Motion: Commissioner Majeska made a motion to approve the minutes of November 5, 2024. Commissioner Schwartz seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

Amendment Request for Raftelis Rate Study (G-1)

Mr. Rosasco requested approval of Raftelis Rate Study Amended Cost Estimate.

Motion: **Commissioner Majeska made a motion to approve the request for \$12,000.
Commissioner Maloney seconded the motion.**

Vote on Motion:

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

ACOE Update (G-2) (Laydown)

Mr. Rosasco discussed the Army Corp of Engineering presentation in Marathon on November 14, 2024.

December 3, 2024, Board Meeting Update (G-3)

Mr. Rosasco discussed cancelling the December 3, 2024, Board Meeting and scheduling KLWTD's Rules and Regulations workshop for December 10, 2024, at 3:00 PM.

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

Vote on Motion:

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

CUSTOMER SERVICE (H)

Customer Service Report – October 2024 (H-1)

Ms. Fazio presented the Customer Service monthly report.

IT (I)

IT Report – October 2024 (I-1)

Mr. Santana presented the IT monthly report.

BUDGET AND FINANCE (J)

Budget and Finance Report – October 2024 (J-1)

Ms. Fazio presented the Budget and Finance monthly report.

FIELD (K)

Field Report – October 2024 (K-1)

Mr. Perez presented the Field monthly report

Vacuum Pump Re-Build (K-2)

Mr. Perez requested approval of KB Vacuum Pump Solutions, LLC proposal.

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

Commissioner Majeska seconded the motion.

Vote on Motion:

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

PLANT/FACILITIES (L)

No report in agenda.

CAPITAL PROJECTS (M)

Capital Projects Report – October 2024 (M-1)

Mr. Suggs presented the Capital Projects monthly report.

KLWTD Vacuum Station Odor Control Project (M-2) (Laydown)

Mr. Suggs requested approval to publish solicitation for KLWTD Vacuum Station Odor Control Project.

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

Vote on Motion:

**Commissioner Majeska – Aye
Commissioner Schwartz – Aye
Commissioner Maloney – Aye
Commissioner Heim – Aye**

ENGINEERING (N)

Amendment of WEC Capital Projects Work Authorizations WA 24-01 (N-1)

Mr. Castle requested approval of Amendment to Weiler Work Authorization 24-01.

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

Vote on Motion:

**Commissioner Schwartz – Aye
Commissioner Maloney – Aye
Commissioner Majeska – Aye
Commissioner Heim – Aye**

Amendment of WEC Capital Projects Work Authorization 24-02 (N-2)

Mr. Castle requested approval of Amendment to Weiler Work Authorization 24-02.

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

Vote on Motion:

Commissioner Maloney – Aye
Commissioner Schwartz – Aye
Commissioner Majeska – Aye
Commissioner Heim – Aye

LEGAL REPORT (O)

Resolution 23-2024 11395 Property LLC - 301 Buttonwood Cir, AK No. 1621307 (O-1)
Mr. Mulick requested adoption of Resolution 23-2024.

Motion: **Commissioner Majeska made a motion to adopt Resolution 23-2024.**
 Commissioner Schwartz seconded the motion.

Vote on Motion:

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

COMMISSIONER ITEMS (P)

Brief Update on WQPP Meeting on 11/12 (P-1)
Commissioner Heim reported on the WQPP Steering Committee Meeting on November 12, 2024.

ROUNDTABLE DISCUSSION (Q)

No report in agenda.

ADJOURNMENT (R)

The meeting was adjourned at 6:25 p.m.

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk

Seal_____

FLORIDA KEYS WATER QUALITY IMPROVEMENT

U.S. ARMY CORPS OF ENGINEERS, JACKSONVILLE DISTRICT (SAJ)

Laydown November 19, 2024
Agenda Item G-2

USACE and Florida Keys National
Marine Sanctuary Meeting

14 November 2024

City of Marathon Council Chamber
Room 9805

Web Meeting (if necessary):

<https://usace1.webex.com/join/richard.c.butler>

+1-844-800-2712 US Toll Free

+1-669-234-1177 US Toll

Access code: 1999 21 7965



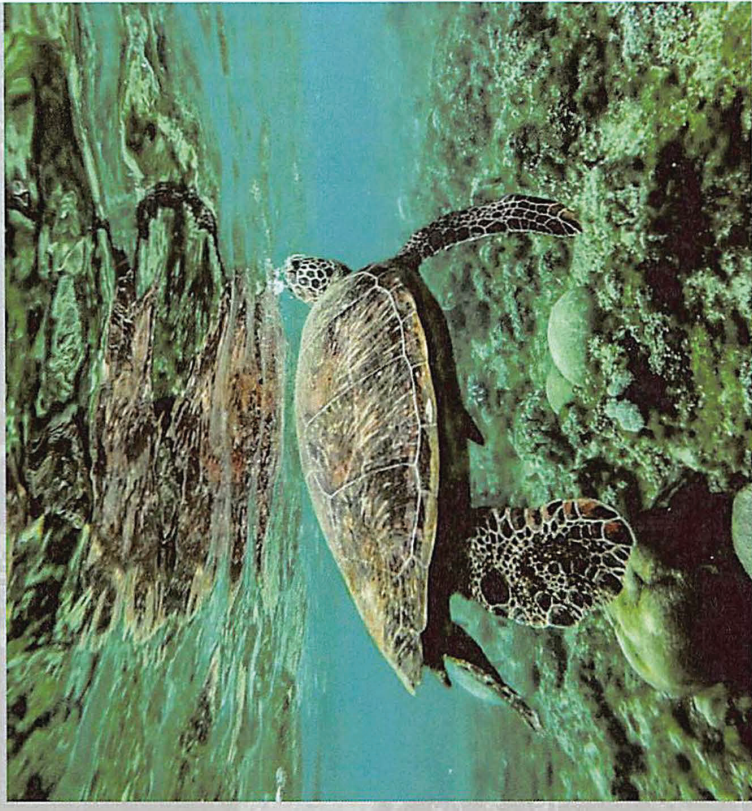
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INTRODUCTIONS

- What's your name and position?
- What is your involvement on the FKWQIP EI Section 109)?

Laydown November 19, 2024
Agenda Item G-2



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i3RoGRAMS AND PROJECT DELIVERY SUPPORT

Laydown November 19, 2024
Agenda Item G-2



Chief,
Programs and
Project Delivery
Support Branch

Brenda Calvente



Chief,
Small Program
Execution Section

Hector Cruz



Program Manager

Richard Butler



Project Manager

Dimael Lopez



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TEAM BUILDING EXERCISE



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AGENDA

Laydown November 19, 2024
Agenda Item G-2

- ☐ Program Purpose
- ☐ Project Goals Objectives
- ☐ Authorization, Funding, Responsibilities
- ☐ Current Program Status
- ☐ Future Efforts
- ☐ Action Plan/Next Steps
- ☐ Questions?



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LOCATION

Laydown November 19, 2024
Agenda Item G-2

The program consists of environmental infrastructure projects within Monroe County to improve the water quality of the Florida Keys National Marine Sanctuary – the world's largest marine protected area. The Sanctuary includes 2,800 square nautical miles of nearshore waters extending from south of Miami, Florida to the Dry Tortugas. Within the Florida Keys the spectacular, unique, and nationally significant marine environments, including seagrass meadows, mangrove islands, and extensive living coral reefs



Laydown November 19, 2024
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[illegible]

FKWQIP Study Areas

PROGRAM PURPOSE

The primary objective is to improve the quality of nearshore waters within the Florida Keys National Marine Sanctuary, the nation's largest marine protected area, by implementing projects within the wastewater and stormwater management plans prepared for Monroe County and various municipalities within Monroe County.



PROGRAM OBJECTIVE

Laydown November 19, 2024
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- To provide an equitable, ecologically sound, and economical implementation strategy for managing wastewater and stormwater to improve water quality in the Sanctuary.



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PROGRAM GOAL

Laydown November 19, 2024
Agenda Item G-2

- To provide responsive, flexible, and cost-effective solutions that improve wastewater and stormwater management practices throughout the Kalamazoo region and satisfy the existing and future needs of the community.
- To address affordability issues and satisfy all applicable environmental and regulatory criteria.



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AUTHORIZATION: PUBLIC LAW 106-554, SECTION

As amended by Section 8376 of the WRDA of 2022 (Public Law 117-263)

The U.S. Army Corps of Engineers (USACE) has been authorized to provide technical and financial assistance to carry out projects for the planning, design, and construction of treatment projects to improve water quality in the Florida Keys National Marine Sanctuary. The Corps has been authorized to expend up to **\$200 million** for this effort.



AUTHORIZATION CNTD.)

Water Resources Development Act (WRDA) 2022

- The Congress authorized up to **\$200 million** representing 65% of 1 costs).
- The Non-Federal interests will be responsible for 35% of the total p1 cost. Approximately **\$107.7 million**.



RESPONSIBILITIES – USACE

USACE will provide financial and technical assistance.

- Federal financial assistance will be in the form of reimbursement, to Non-Federal sponsor.
- Provide oversight activities, completion of necessary environmental documentation, coordination, and execution of agreements.



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RESPONSIBILITIES - NON-FEDERAL SPONSOR

- Responsible for the planning, design, and construction work of the Section projects.
- Responsible for all Lands, Easements, Rights of Way, Relocations and Displacements (LERRD).
- Responsible for obtaining all necessary permits.
- 100% of the Operation, Maintenance, Repair, Replacement and Rehabilitation (OMRR&R)
- Must complete a financial plan identifying sources of non-Federal funding



REQUIREMENTS – NON-FEDERAL SPC

Comply with the following:

- Applicable growth management ordinances of Monroe County, Florida;
- Applicable agreements between Monroe County, Florida, and the State of Florida to manage growth in Monroe County, Florida; and
- Applicable water quality standards; and
- Ensure the project is consistent with the master wastewater and solid waste management plans for Monroe County, Florida.



USE OF FUNDS

Laydown November 19, 2024
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- Funding for USAGE program management activities will be within available Federal appropriations for the Section 109 program and , allocated to specific projects and shared in accordance with the tel the agreement for such project.
- The Government will process reimbursement payments based on i submitted by the Non-Federal sponsor in accordance with the proU of the Section 109 agreement.



CURRENT PROGRAM STATUS

- Currently, \$86M from the initial \$1 QOM authorization has been reimbursed back to the municipalities.
- By FY26, 100 % of the remaining \$1 QOM balance is projected to be reimbursed.

Municipality	Total Allocation	Reimbursement
Key Colony Beach	\$ 200,000.00	\$ 100,000.00
Layton	\$ 800,000.00	\$ 400,000.00
Key West	\$ 10,320,000.00	\$ 5,160,000.00
Islamorada	\$ 29,560,000.00	\$ 14,780,000.00
Marathon	\$ 29,560,000.00	\$ 14,780,000.00
Kev Largo	\$ 29,560,000.00	\$ 14,780,000.00
	\$ 100,000,000.00	\$ 50,000,000.00



ADDITIONAL POTENTIAL EFFECTS

- **Water Resources Development Act WRDA) 2022:**

2 FLORIDA KEYS WATER QUALITY IMPROVEMENTS, FLORIDA.-Section 109(division B of the Miscellaneous Appropriations Act, 2001 (Public Law 106-554, appended Stat. 2763A-222 as enacted by section 1(a)(4) of the Consolidated Appropriations/Stat. 2763)); 121 Stat.1217) is amended by striking "\$100,000,000" and inserting "\$

County

- **Monroe County**

Municipalities

- **Key Colony Beach**

- **Islamorai**

- **Key Largo**

- **Marathon**

- **Key West**

- **Layton**



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NEPA REQUIREMENTS

- NEPA documentation was prepared for each priority FKWQIP project scheduled to receive federal funding.
- To date, EAs have been prepared for projects associated with six municipalities under the scope of work of the initial \$1 QOMfund and
- Updated NEPA documentation could potentially be required under if fund authorization for the six municipalities and Monroe County.



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MONROE COUNTY POTENTIAL EFFORTS

Laydown November 19, 2024
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Stormwater / Road Raising / Resiliency

- Twin Lakes Road Elevation
- 52A Big Coppitt Road Elevation
- 10 Winston Waterways Road Elevation
- 59B Flagler Avenue Road Resilience
- 4 Stillwright Point Road Elevation
- 26 Conch Key Road Elevation
- Sands Subdivision Road Elevation
- 11 Key Largo Trailer Village
- 37 Little Torch Key Jolly Rogers Est
- 59A Eaton Street
- 15 Buccaneer Point/Pirates Cove KL
- 36A Little Torch Coral Shores Est.
- 8 Cross Keys Waterways Est. KL
- 6 Key Largo Mobile Homesites KL
- 39 Ramrod - Breezeswept Beach
- 18 Sunrise Pt Raes Cuda Canal KL
- 58 Stock Island
- 45A Cutthroat Harbors Cudjoe Oc
- 12 Sunset Waterways Key Largo F
- 9 Largo Sound Park Anglers Park I
- 35 Sands/Big Pine Cove/Virgil Lo\



MONROE COUNTY POTENTIAL EFFORTS

Laydown November 19, 2024
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Canal Restoration

- 78 ROCK HARBOR
- 355 CUDJOE KEY
- 411 SUGARLOAF KEY
- 318 SUGARLOAF KEY
- 33 KEY LARGO
- 282 BIG PINE KEY
- 388 SUGARLOAF KEY
- 27 KEY LARGO

- 433 SADDLEBUNCH KEYS (MERGE
- 50 KEY LARGO
- 44 KEY LARGO
- 31 KEY LARGO
- 384 SUGARLOAF KEY
- 164 CONCH KEY ADDED
- 70 ROCK HARBOR



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MARATHON POTENTIAL EFFORTS

Laydown November 19, 2024
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Canal Culvert Restoration

- Canal #248/#250
 - Canal #245 /#246
 - Canal #186/#191 (South Finger)
 - New Service Connections & Grinder Stations for new connections
 - CDBG Grant Projects
 - Deep Well Disposal RFQ/Engineering/Permitting
 - Deep Well Disposal Construction
 - Deep Well Disposal Pumping a Systems including Engineering
 - Buffer tank/Vacuum Tank reha
 - SCADA Monitoring System Imp
 - Gate Valve Replacements
 - Service Area 3 Plant Upgrades1
 - Service Area 7 Disk Filter Instal
 - Service Area 5 MBR Upgrades
 - Service Area 6 Disk Filter Instal
- Service Area 6 Parts of Sludge Cen
Office



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ISLAMORADA POTENTIAL EFFORTS

Laydown November 19, 2024
Agenda Item G-2

Stormwater & Wastewater

- NPK Booster Station Upgrade
- NPK Vacuum Pump Station Upgrades
- CFM Replacement MM91-93.5
- Venetian Shores Stormwater Improvements (Phase 2-8)
- 88.5 Old Highway Stormwater Improvements
- LMK Bayside Stormwater Improvements
- Buttonwood Lane Stormwater Improvements
- Mohawk Street Stormwater Improvements
- Harbor Drive Stormwater Improvements
- Ocean Drive Stormwater Improvements
- Kahiki Drive & Harbor Lane Stormwater Improvements
- Redwing Road Stormwater Improvements
- Mockingbird Road Stormwater Improvements
- Sunshine Boulevard Stormwater Improvements
- Royal Poinciana Boulevard Stormwater Improvements



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ISLAMORADA POTENTIAL EFFORTS

Laydown November 19, 2024
Agenda Item G-2

Stormwater & Wastewater

- South Coconut Palm Boulevard Stormwater Improvements
- Woods Avenue Stormwater Improvements
- Apache Street Stormwater Improvements
- 83.3 Old Highway Stormwater Improvements
- Dogwood Lane Stormwater Improvements
- 82.0 Old Highway Stormwater Improvements
- Columbus Drive Stormwater Improvements
- Buena Vista Court Stormwater Improvements
- El Capitan Drive Stormwater Improvements
- Tollgate Lane Stormwater Impr
- Iroquois Drive Stormwater Improvements



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ISLAMORADA POTENTIAL EFFORTS

Laydown November 19, 2024
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Canal Restoration

- | | |
|---------------------------|----------------------------|
| • 145 LOWER MATECUMBE KEY | • 139 WINDLEY KEY ADDED 2 |
| • 148 LOWER MATECUMBE KEY | • 117 PLANTATION KEY |
| • 157 LOWER MATECUMBE KEY | • 155 LOWER MATECUMBE KEY |
| • 137 PLANTATION KEY | • 153 LOWER MATECUMBE KEY |
| • 132 PLANTATION KEY | • 120 PLANTATION KEY |
| • 114 PLANTATION KEY | • 146 LOWER MATECUMBE KEY |
| • 115 PLANTATION KEY | • 141 UPPER MATECUMBE KEY |
| • 152 LOWER MATECUMBE KEY | • 149 LOWER MATECUMBE KEY |
| • 150 LOWER MATECUMBE KEY | • 123 PLANTATION KEY |
| • 109 PLANTATION KEY | • 123 PLANTATION KEY ADDED |



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KEV WEST POTENTIAL EFFORTS

Laydown November 19, 2024
Agenda Item G-2

Stormwater Sewer

- Duval Street Stormwater
- 701 Palm Ave Boatyard Seawall
- Jose Marti - Construction
- Eaton Street Trench remediation
- Smathers Beach overflow parking
- I&I Study
- I&I Construction
- Forcemain
- Pump Station R Upgrades
- Pump Station A Upgrades
- Solids Dewatering
- Tide Valves
- Harris & Tenth
- Fogarty & 3rd
- Dennis Street Phase 2
- Anglea Simonton Drainage Modification
- canal System Cleaning
- White street SW Station Upgrade
- Olivia Drainage Modification
- Baffle Boxes Second Generation (Phase
- 1A: Patterson Ave, 5th to 7th
- 2A/B/C: Tropical Street to George Neigh
- 3A: West Riviera Drive Improvements
- 4A/B: Eagle at 29th and 18th Terr at Dor
- 4C: Glynn Archer Jr Drive, GA St to Duck
- 40: Northside Drive to Duck Ave, 15th T
- SA: Frances to white, Eaton to Fleming



RESTRICTIONS

Laydown November 19, 2024
Agenda Item G-2

- Grants - Does not apply to the Keys legislation
- No reimbursement funding for any construction work done prior to executed agreement.
- Design costs prior to an executed agreement can be reimbursed
- Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) not eligible for Federal Assistance



DETERMINING EFFORTS FOR THE ADD

- **Moving Forward Together**
 - Collaborative effort required to streamline funding distribution.
 - Early prioritization helps ensure timely review and processing.
- **Overall Package Preparation**
 - County and each city must prepare and submit an overall package for eligibility.
 - Clearly outline proposed projects, including priorities within each package.
- **Local Prioritization and Funding Distribution after validating eligibility**
 - Determine internally which projects will receive funding priority.
 - Finalize funding distribution decisions at the local level before submission.
- **Submission Requirements**
 - Project name, description, location, purpose align with the authority, need, background, cost schedule, funding source, community impact, etc.



ACTION PLAN

Laydown November 19, 2024
Agenda Item G-2

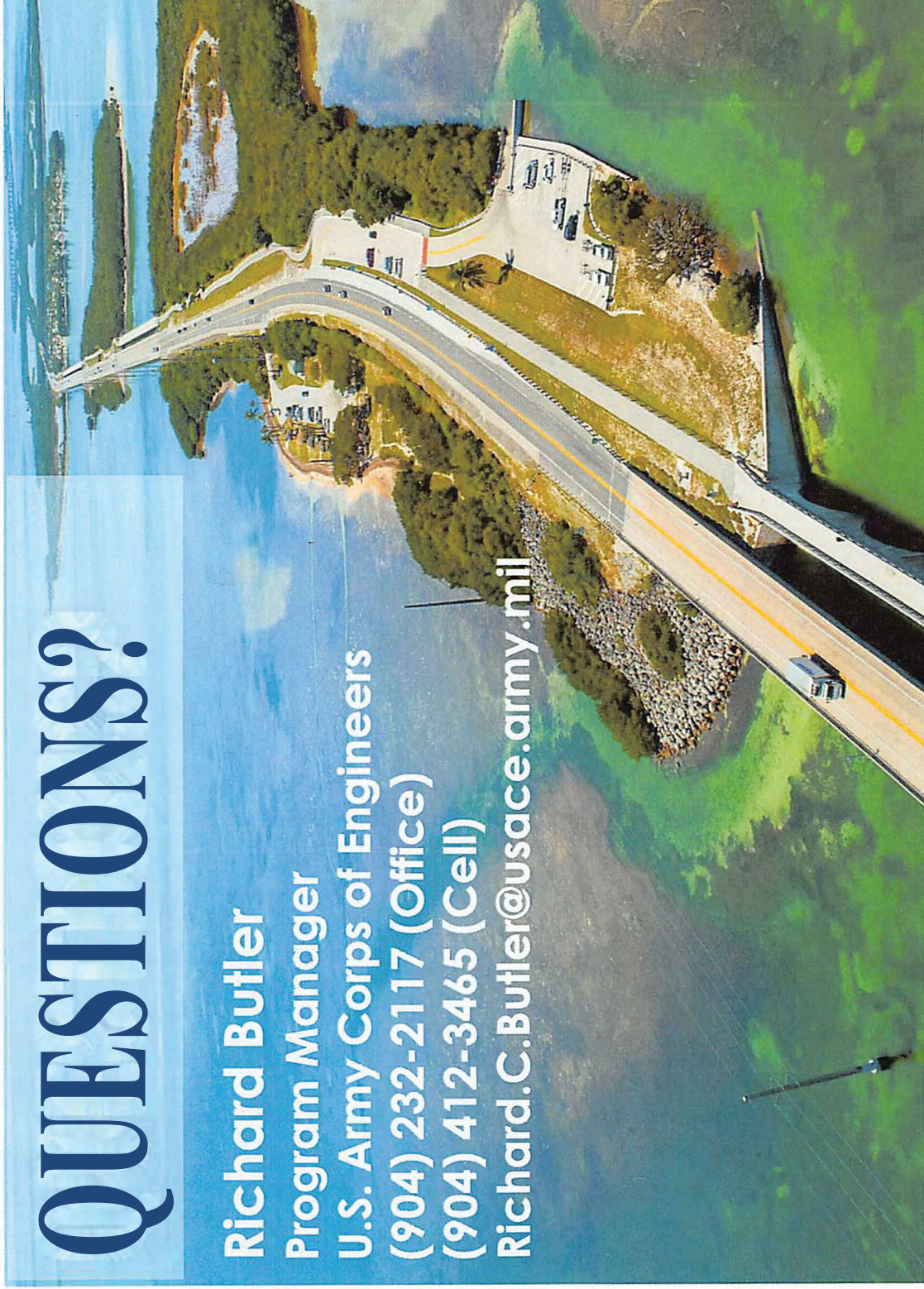
- Updating the Master Plan and PMP based on available information
- Coordination Meetings
- Overall Package Template needed?



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QUESTIONS?

Richard Butler
Program Manager
U.S. Army Corps of Engineers
(904) 232-2117 (Office)
(904) 412-3465 (Cell)
Richard.C.Butler@usace.army.mil



KLWTD Project Description	Total Capital Cost	USAGE Funded to Date	Florida State Funding Commitment	Additional Funds Needed
Collection System Monitoring	\$10,369,392	\$5,225,475	\$4,321,992	\$821,925
WWTP Electrical Upgrades including Power Conditioning and Lightning Protection	\$4,390,416	\$0.00	\$4,085,416	\$305,000
Odor Control Upgrades at All Vac Stations	\$2,143,000	\$0.00	\$0.00	\$2,143,000
Headworks and Influent EQ Tank	\$4,704,000	\$0.00	\$3,372,133	\$1,331,867
Ventilation Upgrades Vac Stations A, D, G, I and J/K	\$362,914	\$0.00	\$0.00	\$362,914
Vac Stations Electrical Upgrades Including Power Conditioning and Lightning Protection	\$2,300,000	\$0.00	\$0.00	\$2,300,000
Collection System Elevation Adjustments for Monroe County's Sea Level Rise Projects, First Phase 2025	\$10,381,864	\$0.00	\$0.00	\$10,381,864
Vacuum Station Sewage Tanks Upgrades	\$8,272,150	\$0.00	\$0.00	\$8,272,150
Pharmaceuticals Treatment and Potable Reuse Demonstration Project	\$2,652,845	\$0.00	\$0.00	\$2,652,845
Sludge Conditioning Upgrades membrane thickening)	\$2,117,500	\$0.00	\$0.00	\$2,117,500
Reclaimed Water to John Pennekamp State Park	\$4,494,600	\$0.00	\$0.00	\$4,494,600
Collection System Elevation Adjustments for Monroe County's Sea Level Rise Projects, Second Phase 2030	\$3,167,348	\$0.00	\$0.00	\$3,167,348
Collection System Elevation Adjustments for Monroe County's Sea Level Rise Projects, Third Phase 2035	\$865,155	\$0.00	\$0.00	\$865,155
Collection System Elevation Adjustments for Monroe County's Sea Level Rise Projects, Fourth Phase beyond 2035	\$1,085,110	\$0.00	\$0.00	\$1,085,110
Enhanced Security at WWTP	\$1,595,000	\$0.00	\$0.00	\$1,595,000
			Total	\$41,896,278

Updated 11/12/24

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

Meeting Date:
November 19, 2024

Agenda Item Number: M-2

Action Required:
Yes

Department:
Capital Projects

Sponsor:
Steve Suggs

Subject:
KLWTD Vacuum Station Odor Control Project

Summary:

WEC is requesting approval to publish the bid solicitation for KLWTD Vacuum Station Odor control project. The scope of work includes providing and installing an improved odor control system at each vacuum station, while eliminating the safety hazard of the confined spaces at Vac A and Vac D.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$ 3,759,280.00	1. WEC Memo
Administration: _____	Expense	
Finance: _____	Funding Source:	
District Counsel: _____	Grant(s)	
District Clerk: _____	Budgeted:	
Engineering: _____	Partially	

Approved By: _____ Date: _____
General Manager



"Excellence in Engineering"

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

MEMO

To: KLWTD Commissioners
From: Steve Suggs, PE – Weiler Engineering
Date: November 19th, 2024
Re: KLWTD Vacuum Station Odor Control Project

Project Overview:

Vacuum Station A, the existing odor control system and generator will be demolished, followed by the installation of a proposed new odor control system and generator, along with the construction of walls to enclose the new systems. This work will require extending the property line to accommodate the improvements. At Vacuum Station D, the existing generator and odor control system will be demolished, and a new concrete slab will be installed to support the proposed new generator and odor control system, which will not be enclosed. Additionally, the project includes an add alternative to extend similar upgrades to four more vacuum stations: E, G, I, and J/K, further enhancing the overall odor control infrastructure.

Project Benefits:

The proposed Vacuum Station Odor Control project offers significant benefits in enhancing operational efficiency and community satisfaction. By implementing a dual carbon filter system, the project extends the lifespan of odor control systems, reducing the frequency of filter media replacement and associated maintenance costs. This innovative design enhances cost-effectiveness and operational reliability. Additionally, the project enables earlier detection of odor control issues, ensuring timely interventions to maintain air quality standards. This proactive approach minimizes potential disruptions and reinforces the vacuum station's commitment to environmental stewardship and community well-being.

Estimated Cost and Funding:

The estimated cost of the project is \$2,339,280.00 base bid and \$3,939,280.00 with the inclusion of add alternates. This project has the potential to be grant-funded. Currently budgeted is \$987,500.00 for FY25.

KLWTD Vac Station Odor Control Cost Estimate				
Description	Units	Qty	Unit Cost	Total Cost
Mobilization	LS	1	\$108,300.00	\$108,300.00
Bonds & Insurance	LS	1	\$64,980.00	\$64,980.00
Vac Station A				

Install CMU Wall	EA	1	\$250,000.00	\$250,000.00
Install Louvered Gates	EA	2	\$18,000.00	\$36,000.00
HICARB-100 Dual System	EA	1	\$300,000.00	\$300,000.00
Generator	EA	1	\$500,000.00	\$500,000.00
Subtotal Vac A				\$1,086,000.00
Vac Station D				
HICARB-100 Dual System	EA	1	\$400,000.00	\$400,000.00
Generator	EA	1	\$500,000.00	\$500,000.00
Subtotal Vac D				\$900,000.00
Subtotal Base Bid (Vac A & D)				\$2,159,280.00
Remaining Vac Stations				
HICARB-100 Dual System	EA	4	\$400,000.00	\$1,600,000.00
Subtotal Remaining Vac Stations				\$1,600,000.00
Total Estimate				\$3,759,280.00

Request for Approval:

We seek the Board's approval to proceed with this project and issue a bid solicitation.

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

Meeting Date:

December 17, 2024

Agenda Item Number: G-1

Action Required:

No

Department:

General Manager

Sponsor:

Peter Rosasco

Subject:

Employee Recognitions

Summary:

Mr. Rosasco will recognize staff accomplishments from 2024.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Employee Recognition List

Approved By: _____ Date: _____
General Manager



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

Employee Recognitions 2024

The District would like to recognize the following employees for their achievements in 2024.

Plant Department:

- Adam Baptiste became an A License operator in March.
- Will Cunningham passed his B License operator exam in October.

Field Operations:

- Rudy Perez was promoted to Field Operations Manager in June.
- Danny MacShane was promoted to System Area Supervisor in June.
- Jeremy Sands was promoted to a Sr. Lead System Technician in June.
- Michael Reiss was promoted to a Lead System Technician in July.
- Andy Marquez was promoted to a Lead System Technician in October.
- Brandon Curll was promoted to Inspections Supervisor & GIS Administrator in July.
- Koty Hunt moved into the open Construction Inspector position in September.

12/09/2024

connecting is an improvement in environmental balance

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

Meeting Date:

December 17, 2024

Agenda Item Number: G-2

Action Required:

No

Department:

General Manager

Sponsor:

Peter Rosasco

Subject:

2024 Wastewater Rate Study Results with revisions, presented by Raftelis

Summary of Discussion:

Raftelis will follow up on their October 15, 2024 presentation of the 2024 KLWTD Wastewater Rate Study.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

Budgeted:

N/A

Attachments

1. Technical Memorandum from Raftelis
2. Memo from Raftelis re: Commissioner Questions
3. KLWTD 2024 Wastewater Rate Study Results (revised Dec. 2024)

Approved By: _____ Date: _____
General Manager



TECHNICAL MEMORANDUM

To: Connie Fazio
CC: Peter Rosasco
From: Thierry Boveri, Trevor McCarthy, and Tristen Townsend
Date: December 6, 2024
Subject: Fiscal Year 2024 Wastewater Rate Study

Dear Ms. Fazio:

Raftelis Financial Consultants, Inc. (Raftelis) has completed our review of the wastewater rates for the Key Largo Wastewater Treatment District (the "District") and have summarized our assumptions, conclusions, and recommendations in this technical memorandum. The purpose of this analysis is to update the financial forecast completed during the 2022 rate study, assess the District's current financial position, and determine the sufficiency of the existing wastewater rates. The primary objective of the analysis is to recommend rate adjustments that equitably recover the costs of operations while maintaining financial sustainability and a strong fiscal position. The financial forecast includes fiscal year 2025 through fiscal year 2034 Forecast Period. While we believe the assumptions relied upon herein are reasonable for the purpose of this report, they are dependent upon future events and actual conditions may differ. The District should carefully monitor utility system revenues and financial operating results and make necessary adjustments as the situation may dictate. The results and recommendations outlined in this memorandum were presented to the District Board of Commissioners (the "Board") on October 15, 2024.

BACKGROUND

In 2022, Raftelis completed a wastewater rate study for the District. The purpose of this study was to prepare a financial forecast 2022 through 2032, identify the sufficiency of existing retail rates, and provide rate recommendations. During the study, Raftelis found that retail rates were producing a surplus. Based on input from staff and in order to provide a benefit to retail customers, rates that recover only operating expenses were recommended, with the assumption that grants would fully cover capital costs. Therefore, the Board adopted a 5% rate reduction in retail rates effective October 1, 2022, with rate indexing assumed at 3.5% annually required by fiscal year 2025 to keep pace with inflation in operating costs.

Compared to the 2022 study, several key changes in the financial forecast were recognized. Fiscal year 2025 projected retail rate revenues are approximately 2% lower than previously forecasted, while budgeted operating expenses were approximately 5% greater than the prior forecast. New regulatory requirements will also put increased pressure on operating expenses. Furthermore, the District's capital needs have nearly doubled since the prior study and greater reliance on *pay-as-you-go* funding is anticipated.

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REVENUES

1. Projected revenues from existing rates are based on the schedule of wastewater rates and charges reflected in the currently adopted rate resolution. The existing rates are applied to the fiscal year 2023 billing statistics to calculate the projected rate revenues for the Forecast Period, as shown in Table 1. Based on historical trends and discussions with District staff, an average annual growth rate in equivalent dwelling units (EDUs) of approximately 0.5% is assumed for the Forecast Period. Based on these growth assumptions, retail revenues at existing rates, prior to the application of the proposed rate adjustments, are estimated to increase from approximately \$7.6 million to \$7.7 million over the Forecast Period.

Like most Florida utilities, the District charges each wastewater customer a monthly base charge and a volumetric charge based upon the customer's metered water consumption. Approximately 64% of retail rate revenues are from monthly base charges. Due to the high seasonality in the region, a strong level of fixed cost recovery provides the District with more stable and predictable monthly revenues.

2. The District entered into an interlocal agreement with Islamorada, Village of Islands (Islamorada) for wastewater services in May 2012. Under this agreement, the District would provide wastewater treatment and disposal services to Islamorada at a fee of \$4.65 per thousand gallons. An analysis of the contract treatment rate was not performed during this study and the rate was assumed to remain unchanged during the Forecast Period. Based on historical and current billing statistics, total revenues from Islamorada are estimated at approximately \$1.35 million annually over the Forecast Period.
3. The District entered into an interlocal agreement with Monroe County in fiscal year 2016. The agreement stated certain State of Florida Department of Environmental Protection (FDEP) grant funds received by the District would be exchanged with Monroe County, with future grant funds received by the District also eligible. Monroe County would then pay these grant fund amounts back to the District over time. The first grant amount exchanged was \$17 million to be paid back to the District over ten years. The second grant amount exchanged was \$1.25 million to be paid back over twelve years. Based on discussions with District staff and the current repayment schedule, the payment amounts from Monroe County are assumed to be \$2.125 million annually through fiscal year 2025 and \$125,000 annually through fiscal year 2028.
4. The District anticipates receipt of grant funding from the Army Corp of Engineers (ACOE) Florida Keys Water Quality Improvement Program, Florida Department Environmental Protection (FDEP) Stewardship Program, and other entities. For the purposes of this analysis, a total of \$70 million in grant revenues from these sources is assumed during the Forecast Period. Grant funding represents approximately 73.8% of funding for capital projects during the Forecast Period.
5. Beginning in 2005, the District imposed a System Development Charge (assessment) on all parcels within its service area for access to the central wastewater system. Parcel owners could pay the assessment in full or pay installments over a 20-year period. Assessment revenues from annual installment payments are expected to cease in 2036, assuming no additional assessment programs take place. The assessment revenues are projected at approximately \$3.4 million in fiscal year 2025 and decline to approximately \$30,000 in the final year of the Forecast Period, as shown in Table 2. These revenues are assumed to be utilized for the District's annual debt service payments and toward the funding of capital improvement projects.
6. Other miscellaneous revenue (shown in Table 3) and interest income on cash balances (shown in Table 5) were also recognized and average approximately \$700,000 per year.

EXPENDITURES AND DEBT SERVICE REQUIREMENTS

7. The preliminary fiscal year 2025 operating budget served as the basis for the expenditure projections for the Forecast Period, as shown in Table 4. Projected operating and maintenance expenses are escalated by an annual average rate of approximately 4.0% per from fiscal year 2025 budgetary levels. The overall increases in projected operating expenses are based on the nature of the recurring expense including, but not limited to, the following:
 - a. Labor: 3.0% per year;
 - b. Health and General Insurance: 5.0% per year;
 - c. Power and Chemicals: 5.0% per year;
 - d. Repairs and Maintenance: 4.0% per year; and
 - e. General Inflation / Consumer Price Index: Average of approximately 2.5% per year based on data published by the Congressional Budget Office in May 2024.

Beginning in fiscal year 2026, the District will incur an estimated \$300,000 in additional annual expenditures associated with new regulatory requirements for the collection system action plan implementation.

8. The Capital Improvement Program (CIP) utilized in this analysis, shown in detail in Table 5, is based on the preliminary fiscal year 2025 budget and information from the District's consulting engineer. The CIP includes approximately \$95.7 million in total future capital investments. Major projects include the Collection System Sea Level Rise Elevation project, Effluent Filtration Upgrades, Vacuum System Monitoring, EQ Tank Headworks, and other improvements, renewals, and replacements. The financial forecast assumes the anticipated CIP will be funded through a combination of grant revenues and internal resources, such as existing cash reserves, R&R deposits, and rate revenues.
9. The District's only outstanding loan is the 2005 SRF Loan WW46401P which matures in fiscal year 2029. Annual installment payments from the assessment programs cover nearly all remaining annual debt service requirements with the exception of the final payment in fiscal year 2029 assumed to be partially funded from rates. No additional debt was assumed during the Forecast Period.

CASH RESERVES AND RENEWAL REPLACEMENT TRANSFERS

10. Unrestricted cash balances as of September 30, 2024, were estimated at approximately \$25.7 million based on projected operating results provided by District staff. Based on discussions with District staff, a minimum cash reserve target of 120 days of operating expenses plus two years of depreciation was targeted for the purpose of this analysis. The projected balances for the Forecast Period are shown in Table 6. The District is anticipated to approximately meet this target by 2034 assuming the proposed rate increases are implemented.
11. Typically, an important revenue requirement to consider are the annual rate revenues available to fund capital investments, often referred to as *pay-as-you-go* funding. In the prior study, as the majority of the CIP was grant funded, rates were set to only recover operating expenses. However, with the overall capital needs of the District increasing and expectations of future grant proceeds becoming less available, an increased reliance on pay-as-you-go funding will be necessary. On average, the annual pay-as-you-go funding generated in the forecast is approximately \$828,000 per year or 8% of annual retail rate revenues assuming the proposed rate increases are implemented.

PROPOSED RATE SCENARIOS

During the study, District staff directed Raftelis to evaluate the effect on rates of removing the residential sewer billing cap, which is currently set at 12,000 gallons per month per residential unit. Sewer billing caps are often put in place to recognize that excess residential flows, beyond what is considered essential indoor use, are not entering the wastewater system (likely due to activities such as irrigation, car-washing, filling swimming pools etc.,). Therefore, a utility may put in place sewer cap which represents the estimated threshold where usage above that level is likely outdoor usage. However, customer attributes and usage patterns vary among communities so the establishment and level at which a billing cap is set is a community specific policy decision.

An analysis of customer data from fiscal year 2023 showed that removal of the residential sewer billing cap would generate approximately \$200,000 per year in additional revenues. To generate approximately the same revenues identified under the existing billing cap policy the “Base Case”, the average monthly bill could be reduced by a cumulative \$1.25 per month by fiscal year 2029 if the sewer billing cap was removed as shown below and on Table 8.

Description	Existing	2025	2026	2027	2028	2029
Maintain Billing Cap (Base Case)						
Bill at 4,000 Gallons	\$44.17	\$47.67	\$51.17	\$54.67	\$58.17	\$61.67
Monthly Change \$	N/A	\$3.50	\$3.50	\$3.50	\$3.50	\$3.50
Remove Billing Cap						
Bill at 4,000 Gallons	\$44.17	\$47.42	\$50.67	\$53.92	\$57.17	\$60.42
Monthly Change \$	N/A	\$3.25	\$3.25	\$3.25	\$3.25	\$3.25

The Base Case rate increases result in an average annual increase in revenues of 6.9% per year through fiscal year 2029. Removing the billing cap would result in an immediate increase of about \$200,000 per year in revenue, and therefore the average annual increase in revenues would be only 6.5% through fiscal year 2029. Under either scenario above, average annual increases of 3.1% per year are projected for fiscal years 2030 through 2034.

ALTERNATIVE RATE SCENARIOS

Following the October 15, 2025 board meeting, the District requested a second set of scenarios the “Alternative Scenarios”) be developed assuming uniform bill increases over a ten-year period. The table below presents the alternative scenarios.

Description	Existing	2025	2026	2027	2028	2029
Maintain Billing Cap						
Bill at 4,000 Gallons	\$44.17	\$47.17	\$50.17	\$53.17	\$56.17	\$59.17
Monthly Change \$	N/A	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Remove Billing Cap						
Bill at 4,000 Gallons	\$44.17	\$46.92	\$49.67	\$52.42	\$55.17	\$57.92
Monthly Change \$	N/A	\$2.75	\$2.75	\$2.75	\$2.75	\$2.75

The Alternative Scenarios result in lower average annual customer bills over the first five years compared with the proposed rate scenarios. However, the Alternative Scenarios result in higher rates by year ten

2034). Additionally, the Alternative Scenarios result in lower cash balances throughout the forecast period and approximately \$2 million less cash in reserves by 2034. With the exception of fiscal year 2028, the alternative scenarios do maintain cash reserves of at least 365 days of operating expenses.

It should be noted that the tables and financial projections mentioned outside of this section of the report, including the appended tables, assume implementation of the proposed rate scenarios, not the Alternative Scenarios presented in this section.

CONCLUSIONS AND RECOMMENDATIONS

Based on the assumptions, considerations, and analyses as summarized herein, the District's existing rates are not expected to recover the projected revenue requirements during the Forecast Period. The primary drivers of the recommended rate adjustments are due to increases in operating and maintenance expenses due to the effects of inflation and new regulatory requirements. Furthermore, an increased reliance on *pay-as-you-go* funding will be required to fully fund capital improvement plan as the availability of grant revenues diminishes while maintaining adequate levels of cash reserves for working capital and unforeseen expenditures.

Therefore, it is recommended that the District adopt one of the five-year rate plans as detailed below and review the revenue sufficiency forecast in three to five years, or as any significant changes occur.

Description	Existing	2025 [1]	2026	2027	2028	2029
Proposed Rate Scenarios:						
Maintain Billing Cap						
Monthly Base Rate per EDU	\$27.13	\$29.27	\$31.41	\$33.55	\$35.69	\$37.83
Usage Charge per 1,000 Gallons	\$4.26	\$4.60	\$4.94	\$5.28	\$5.62	\$5.96
Remove Billing Cap						
Monthly Base Rate per EDU	\$27.13	\$29.14	\$31.15	\$33.16	\$35.17	\$37.18
Usage Charge per 1,000 Gallons	\$4.26	\$4.57	\$4.88	\$5.19	\$5.50	\$5.81
Alternative Rate Scenarios:						
Maintain Billing Cap						
Monthly Base Rate per EDU	\$27.13	\$28.97	\$30.81	\$32.65	\$34.49	\$36.33
Usage Charge per 1,000 Gallons	\$4.26	\$4.55	\$4.84	\$5.13	\$5.42	\$5.71
Remove Billing Cap						
Monthly Base Rate per EDU	\$27.13	\$28.80	\$30.47	\$32.14	\$33.81	\$35.48
Usage Charge per 1,000 Gallons	\$4.26	\$4.53	\$4.80	\$5.07	\$5.34	\$5.61

[1] Fiscal year 2025 rates are anticipated to be effective January 1, 2025.

Table 1

**Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study**

**Projection of Wastewater Rate Revenue Under Existing Rates and
Revenues/Contributions from the Islamorada Agreement**

Line No.	Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
RETAIL WASTEWATER SERVICE											
<u>Revenue from Residential Base Rates</u>											
1	Average Monthly EDUs Available [1]	9,290	9,290	9,290	9,290	9,290	9,290	9,290	9,290	9,290	9,290
2	Monthly Base Rate per EDU	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13
3	Annual Base Rate Revenue	\$ 3,024,486	\$ 3,024,486	\$ 3,024,486	\$ 3,024,486	\$ 3,024,486	\$ 3,024,486	\$ 3,024,486	\$ 3,024,486	\$ 3,024,486	\$ 3,024,486
<u>Revenue from Residential Usage Charges</u>											
4	Annual Revenue-Gallons (000s) [1]	351,274	351,274	351,274	351,274	351,274	351,274	351,274	351,274	351,274	351,274
5	Usage Charge per 1,000 Gallons	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26
6	Annual Usage Charge Revenue (rounded)	\$ 1,496,429	\$ 1,496,429	\$ 1,496,429	\$ 1,496,429	\$ 1,496,429	\$ 1,496,429	\$ 1,496,429	\$ 1,496,429	\$ 1,496,429	\$ 1,496,429
<u>Revenue from Non-residential Base Rates</u>											
7	Average Monthly EDUs Available [1]	5,788	5,829	5,864	5,893	5,917	5,934	5,946	5,952	5,952	5,952
8	Monthly Base Rate per EDU	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13	\$ 27.13
9	Annual Base Rate Revenue (rounded)	\$ 1,884,392	\$ 1,897,583	\$ 1,908,969	\$ 1,918,513	\$ 1,926,187	\$ 1,931,966	\$ 1,935,830	\$ 1,937,766	\$ 1,937,766	\$ 1,937,766
<u>Revenue from Non-residential Usage Charges</u>											
10	Annual Revenue-Gallons (000s) [1]	290,188	292,219	293,973	295,442	296,624	297,514	298,109	298,407	298,407	298,407
11	Usage Charge per 1,000 Gallons	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26	\$ 4.26
12	Annual Usage Charge Revenue (rounded)	\$ 1,236,201	\$ 1,244,854	\$ 1,252,323	\$ 1,258,585	\$ 1,263,619	\$ 1,267,410	\$ 1,269,945	\$ 1,271,215	\$ 1,271,215	\$ 1,271,215
13	Annual Retail Revenue Under Existing Rates	\$ 7,641,508	\$ 7,663,352	\$ 7,682,207	\$ 7,698,013	\$ 7,710,721	\$ 7,720,291	\$ 7,726,690	\$ 7,729,896	\$ 7,729,896	\$ 7,729,896
ISLAMORADA AGREEMENT REVENUES [2]											
<u>Revenue from Islamorada Flow (Flow Charge)</u>											
14	Annual Treated Flow (000s Gallons) [1]	275,931	276,483	277,036	277,590	278,146	278,702	279,259	279,818	280,377	280,938
15	Flow Charge per 1,000 Gallons	\$ 4.30	\$ 4.30	\$ 4.30	\$ 4.30	\$ 4.30	\$ 4.30	\$ 4.30	\$ 4.30	\$ 4.30	\$ 4.30
16	Flow Charge Revenue (rounded)	\$ 1,186,505	\$ 1,188,878	\$ 1,191,256	\$ 1,193,638	\$ 1,196,026	\$ 1,198,418	\$ 1,200,815	\$ 1,203,216	\$ 1,205,623	\$ 1,208,034
<u>Revenue from Islamorada RTPRR Fund Contribution</u>											
17	Annual Treated Flow (000s Gallons) [1]	275,931	276,483	277,036	277,590	278,146	278,702	279,259	279,818	280,377	280,938
18	Rate per 1,000 Gallons	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35
19	Annual RTPRR Fund Contribution (rounded)	\$ 96,600	\$ 96,800	\$ 97,000	\$ 97,200	\$ 97,400	\$ 97,500	\$ 97,700	\$ 97,900	\$ 98,100	\$ 98,300
<u>Revenue from Islamorada Insurance Surcharge</u>											
20	Property Insurance	\$ 216,616	\$ 227,447	\$ 238,819	\$ 250,760	\$ 263,298	\$ 276,463	\$ 290,286	\$ 304,800	\$ 320,040	\$ 336,043
21	Customer Capacity Allocation %	32.00%	32.00%	32.00%	32.00%	32.00%	32.00%	32.00%	32.00%	32.00%	32.00%
22	Annual Usage Charge Revenue (rounded)	\$ 69,300	\$ 72,800	\$ 76,400	\$ 80,200	\$ 84,300	\$ 88,500	\$ 92,900	\$ 97,500	\$ 102,400	\$ 107,500

Footnotes:

- [1] Projections based on historical customer billing information provided by KLWTD staff.
 [2] Amounts calculated from information contained in the Islamorada Agreement.

Table 2

**Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study**

Summary of Annual Assessment Revenue by Program

Line No.	Fiscal Year	Annual Assessment Revenue by Assessment Program (Initial Calendar Year)										Gross Assessments	Statutory Discount	Net Assessments
		2005	2006	2007	2008	2009	2012	2013	2016					
1	2019	\$ 214,782	\$ 854,876	\$ 1,001,238	\$ 982,514	\$ 723,345	\$ 82,864	\$ 26,706	\$ 44,898	\$ 3,931,223	\$ (157,822)	\$ 3,773,401		
2	2020	209,659	834,622	982,754	1,004,725	715,198	79,607	26,376	44,449	3,897,391	(155,896)	3,741,495		
3	2021	204,605	814,977	960,155	982,140	699,475	77,966	25,843	43,602	3,808,763	(152,351)	3,656,413		
4	2022	195,007	777,297	921,858	939,158	666,147	75,708	25,310	41,021	3,641,507	(145,660)	3,495,847		
5	2023	190,069	758,098	899,637	917,052	650,829	74,080	24,777	40,208	3,554,751	(142,190)	3,412,561		
6	2024	194,019	750,948	881,570	892,029	648,075	74,119	24,494	38,690	3,503,945	(140,153)	3,363,792		
7	2025	189,249	732,901	860,878	871,582	633,546	72,561	23,990	37,939	3,422,646	(136,899)	3,285,747		
8	2026	0	714,847	840,183	851,109	619,032	71,006	23,486	37,188	3,156,850	(126,274)	3,030,577		
9	2027	0	0	819,508	830,659	604,488	69,448	22,982	36,438	2,383,523	(95,352)	2,288,171		
10	2028	0	0	0	810,200	589,972	67,891	22,479	35,687	1,526,229	(61,056)	1,465,173		
11	2029	0	0	0	0	575,443	66,335	21,975	34,936	698,689	(27,952)	670,736		
12	2030	0	0	0	0	0	64,778	21,471	34,185	120,434	(4,817)	115,617		
13	2031	0	0	0	0	0	63,221	20,967	33,435	117,622	(4,705)	112,918		
14	2032	0	0	0	0	0	61,665	20,463	32,684	114,811	(4,593)	110,219		
15	2033	0	0	0	0	0	0	19,959	31,933	51,892	(2,076)	49,816		
16	2034	0	0	0	0	0	0	0	31,183	31,183	(1,247)	29,935		
17	2035	0	0	0	0	0	0	0	30,432	30,432	(1,217)	29,215		
18	2036	0	0	0	0	0	0	0	29,681	29,681	(1,187)	28,494		
19	2037	0	0	0	0	0	0	0	0	0	0	0		
20	Total	\$ 1,397,390	\$ 6,238,565	\$ 8,167,781	\$ 9,081,170	\$ 7,125,550	\$ 1,001,249	\$ 351,278	\$ 658,591	\$ 34,021,573	\$ (1,361,448)	\$ 32,660,125		

Table 4
Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Projected Operating Expenses

Line No.	Description	Adjusted 2025	Escalation Reference	2026	2027	2028	2029	2030	2031	2032	2033	2034
Administration												
1	Payroll-Board Meeting Compensation	\$ 69,076	Labor	\$ 71,148	\$ 73,283	\$ 75,481	\$ 77,746	\$ 80,078	\$ 82,480	\$ 84,955	\$ 87,503	\$ 90,129
2	Payroll-Administration	558,243	Labor	574,990	592,240	610,007	628,307	647,157	666,571	686,568	707,166	728,380
3	Overtime	0	Labor	0	0	0	0	0	0	0	0	0
4	Compensated Absences Expense	0	Labor	0	0	0	0	0	0	0	0	0
5	Payroll Taxes	47,990	Labor	49,430	50,913	52,440	54,013	55,634	57,303	59,022	60,792	62,616
6	Retirement Contributions	37,639	Labor	38,768	39,931	41,129	42,363	43,634	44,943	46,291	47,680	49,110
7	Group Health Premiums	79,060	Insure - Health	83,013	87,164	91,522	96,098	100,903	105,948	111,245	116,808	122,648
8	Group Life Insurance	904	Insure - Gen	949	997	1,046	1,099	1,154	1,211	1,272	1,336	1,402
9	Employee Benefit Administration Fees	500	Labor	515	530	546	563	580	597	615	633	652
10	Workers Compensation Insurance	1,250	Insure - Health	1,313	1,378	1,447	1,519	1,595	1,675	1,759	1,847	1,939
11	Unemployment Compensation	10,000	Labor	10,300	10,609	10,927	11,255	11,593	11,941	12,299	12,668	13,048
12	Professional Services-Misc	17,000	Inflation	17,374	17,756	18,147	18,546	18,954	19,371	19,797	20,233	20,678
13	Professional Services Outsourced HR Consultant	0	Inflation	0	0	0	0	0	0	0	0	0
14	Professional Svs: Alarm & Fire Monitoring	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
15	Professional Svs: Fire Systems Maintenance Services	3,000	Inflation	3,066	3,133	3,202	3,273	3,345	3,418	3,494	3,570	3,649
16	Professional Svs: Computer Support	23,100	Inflation	23,608	24,128	24,658	25,201	25,755	26,322	26,901	27,493	28,098
17	Professional Svs: IT Security Services	42,500	Inflation	43,435	44,391	45,367	46,365	47,385	48,428	49,493	50,582	51,695
18	Professional Services: Safety Training	1,000	Labor	1,030	1,061	1,093	1,126	1,159	1,194	1,230	1,267	1,305
19	Professional Svs: Mobile Device Mgmt	4,100	Inflation	4,190	4,282	4,377	4,473	4,571	4,672	4,775	4,880	4,987
20	Professional Svs: CDM 457(b) Admin Fee	3,500	Inflation	3,577	3,656	3,736	3,818	3,902	3,988	4,076	4,166	4,257
21	Professional Svs:Database Computer Supp	0	Inflation	0	0	0	0	0	0	0	0	0
22	Professional Svs: FKA Billing Services	315,000	EDUInf	322,781	330,656	338,592	346,583	354,624	362,709	370,834	378,992	387,330
23	Professional Svs: Tax Collector Fees	11,000	Constant	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
24	Professional Svs: Tax Roll Svc	1,700	Inflation	1,737	1,776	1,815	1,855	1,895	1,937	1,980	2,023	2,068
25	Professional Svs: Engineering	10,000	Inflation	10,220	10,445	10,675	10,909	11,149	11,395	11,645	11,902	12,163
26	Professional Svs: Lobbyists	0	Inflation	0	0	0	0	0	0	0	0	0
27	Professional Svs: Lobbyists-Henderson	60,100	Inflation	61,422	62,773	64,155	65,566	67,008	68,483	69,989	71,529	73,103
28	Professional Svs: Lobbyists-Hicks	45,000	Inflation	45,990	47,002	48,036	49,093	50,173	51,276	52,405	53,557	54,736
29	Professional Svs: Legal-General Counsel	99,577	Inflation	101,768	104,007	106,295	108,633	111,023	113,466	115,962	118,513	121,120
30	Professional Svs: Legal-Outside Counsel	20,000	Inflation	20,440	20,890	21,349	21,819	22,299	22,790	23,291	23,803	24,327
31	Professional Svs: Legal - Outside Litigation	0	Inflation	0	0	0	0	0	0	0	0	0
32	Professional Svs: Accounting/Audit Svs	38,000	Inflation	38,836	39,690	40,564	41,456	42,368	43,300	44,253	45,226	46,221
33	Professional Svs: Finance Director	89,620	Inflation	91,592	93,607	95,666	97,771	99,922	102,120	104,367	106,663	109,009
34	Professional Svs: General Manager Svs.	157,111	Inflation	160,567	164,100	167,710	171,400	175,171	179,024	182,963	186,988	191,102
35	BSA Software	0	Inflation	0	0	0	0	0	0	0	0	0
36	ESRI	11,500	Inflation	11,753	12,012	12,276	12,546	12,822	13,104	13,392	13,687	13,988
37	Google Apps	16,000	Inflation	16,352	16,712	17,079	17,455	17,839	18,232	18,633	19,043	19,462
38	GPServ/Tumble	0	Inflation	0	0	0	0	0	0	0	0	0
39	Red Hat Server	0	Inflation	0	0	0	0	0	0	0	0	0
40	M-Files	3,000	Inflation	3,066	3,133	3,202	3,273	3,345	3,418	3,494	3,570	3,649
41	General Manager Travel & Training	12,000	Inflation	12,264	12,534	12,810	13,091	13,379	13,674	13,975	14,282	14,596
42	Clerk Travel & Training	2,500	Inflation	2,555	2,611	2,669	2,727	2,787	2,849	2,911	2,975	3,041
43	Other Travel & Training	20,000	Inflation	20,440	20,890	21,349	21,819	22,299	22,790	23,291	23,803	24,327
44	Advanced Cellular Svc / AT&T FirstNet	6,500	Inflation	6,643	6,789	6,939	7,091	7,247	7,407	7,570	7,736	7,906
45	Static Cellular Data Services	0	Inflation	0	0	0	0	0	0	0	0	0
46	Internet Services (Comcast and/or AT&T)	7,000	Inflation	7,154	7,311	7,472	7,637	7,805	7,976	8,152	8,331	8,514
47	Telephones (AT&T)	1,200	Inflation	1,226	1,253	1,281	1,309	1,338	1,367	1,397	1,428	1,460
48	VOIP	3,600	Inflation	3,679	3,760	3,843	3,927	4,014	4,102	4,192	4,285	4,379
49	GPS / Fleet Services	275	Inflation	281	287	294	300	307	313	320	327	334
50	IT:Hardware Repair-Parts&Maint Upgrades	7,000	Repair	7,280	7,571	7,874	8,189	8,517	8,857	9,212	9,580	9,963
51	IT: Software and Software Upgrades	36,720	Inflation	37,528	38,353	39,197	40,060	40,941	41,842	42,762	43,703	44,664
52	Business Continuity & IT Disaster Recovery & Backup	17,000	Inflation	17,374	17,756	18,147	18,546	18,954	19,371	19,797	20,233	20,678

Table 4
Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Projected Operating Expenses

Line No.	Description	Adjusted 2025	Escalation Reference	2026	2027	2028	2029	2030	2031	2032	2033	2034
53	Postage & Delivery Expense	2,700	Inflation	2,759	2,820	2,882	2,946	3,010	3,077	3,144	3,213	3,284
54	Water (Utility)-District Office	600	Inflation	613	627	640	655	669	684	699	714	730
55	Facility Cleaning	21,000	Inflation	21,462	21,934	22,417	22,910	23,414	23,929	24,455	24,993	25,543
56	Solid Waste	1,700	Inflation	1,737	1,776	1,815	1,855	1,895	1,937	1,980	2,023	2,068
57	Electricity	4,400	Power	4,620	4,851	5,094	5,348	5,616	5,896	6,191	6,501	6,826
58	Rents & Leases	1,000	Inflation	1,022	1,044	1,067	1,091	1,115	1,139	1,165	1,190	1,216
59	Insurance (excluding Workers Comp & Health)	433,232	Insure - Gen	454,894	477,638	501,520	526,596	552,926	580,572	609,601	640,081	672,085
60	Non-Professional Legal Fees	0	Inflation	0	0	0	0	0	0	0	0	0
61	Repairs & Maintenance: Grounds Keeping	5,000	Repair	5,200	5,408	5,624	5,849	6,083	6,327	6,580	6,843	7,117
62	Repairs & Maintenance: Vehicles	1,500	Repair	1,560	1,622	1,687	1,755	1,825	1,898	1,974	2,053	2,135
63	Repairs & Maintenance: Bldgs & Equip	30,000	Repair	31,200	32,448	33,746	35,096	36,500	37,960	39,478	41,057	42,699
64	Copier	7,260	Inflation	7,420	7,583	7,750	7,920	8,095	8,273	8,455	8,641	8,831
65	Advertisements	10,000	Inflation	10,220	10,445	10,675	10,909	11,149	11,395	11,645	11,902	12,163
66	Storm Supplies & Preparation	2,000	Inflation	2,044	2,089	2,135	2,182	2,230	2,279	2,329	2,380	2,433
67	Bank Fees	500	Inflation	511	522	534	545	557	570	582	595	608
68	Office Supplies	12,000	Inflation	12,264	12,534	12,810	13,091	13,379	13,674	13,975	14,282	14,596
69	Printings	3,000	Inflation	3,066	3,133	3,202	3,273	3,345	3,418	3,494	3,570	3,649
70	Office Furnishings	5,000	Inflation	5,110	5,222	5,337	5,455	5,575	5,697	5,823	5,951	6,082
71	Employee Clothing/Uniforms	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
72	Regulatory, Permit & Recording Fees	1,000	Inflation	1,022	1,044	1,067	1,091	1,115	1,139	1,165	1,190	1,216
73	Fuel: Vehicles	1,000	Commodity ¹	1,023	1,046	1,070	1,094	1,118	1,143	1,168	1,194	1,220
74	Board: Travel, Admin, Office Supplies	6,000	Inflation	6,132	6,267	6,405	6,546	6,690	6,837	6,987	7,141	7,298
75	Clerk Dues	350	Inflation	358	366	374	382	390	399	408	417	426
76	Other Dues and Subscriptions	11,000	Inflation	11,242	11,489	11,742	12,000	12,264	12,534	12,810	13,092	13,380
77	Professional Svcs: Utility Rate Consult	25,000	Inflation	25,550	26,112	26,687	27,274	27,874	28,487	29,114	29,754	30,409
78	Calcentric	0	Inflation	0	0	0	0	0	0	0	0	0
79	Low Income Assistance	0	Inflation	0	0	0	0	0	0	0	0	0
80	Fuel: Generators	0	Commodity ¹	0	0	0	0	0	0	0	0	0
82	Capital Outlay: Physical Security/Access	0	Eliminate	0	0	0	0	0	0	0	0	0
83	Capital: Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0
84	Capital Outlay - Furnishings	0	Eliminate	0	0	0	0	0	0	0	0	0
85	Capital Outlay: Computer Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0
86	Capital Outlay: Vehicles	0	Eliminate	0	0	0	0	0	0	0	0	0
87	Capital Outlay - Parking Lot / Sidewalk Rehab	0	Eliminate	0	0	0	0	0	0	0	0	0
88	Capital Outlay: IT Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0
89	Subtotal Administrative Expenses	\$ 2,478,507		\$ 2,554,750	\$ 2,633,525	\$ 2,714,895	\$ 2,798,955	\$ 2,885,803	\$ 2,975,546	\$ 3,068,290	\$ 3,164,151	\$ 3,263,397
Plant												
90	Payroll-Plant	\$ 499,307	Labor	\$ 514,286	\$ 529,715	\$ 545,606	\$ 561,974	\$ 578,834	\$ 596,199	\$ 614,085	\$ 632,507	\$ 651,482
91	Overtime	0	Labor	0	0	0	0	0	0	0	0	0
92	Compensated Absences Expense	0	Labor	0	0	0	0	0	0	0	0	0
93	Payroll Taxes	38,197	Labor	39,343	40,523	41,739	42,991	44,281	45,609	46,977	48,387	49,838
94	Retirement Contributions	28,539	Labor	29,395	30,277	31,185	32,121	33,085	34,077	35,099	36,152	37,237
95	Group Health Premiums	79,060	Insure - Health	83,013	87,164	91,522	96,098	100,903	105,948	111,245	116,808	122,648
96	Group Life Insurance	494	Insure - Gen	519	545	572	600	630	662	695	730	766
97	Workers Compensation Insurance	10,250	Insure - Health	10,763	11,301	11,866	12,459	13,082	13,736	14,423	15,144	15,901
98	Professional Svcs: Alarm & Fire Monitoring	1,600	Inflation	1,635	1,671	1,708	1,746	1,784	1,823	1,863	1,904	1,946
99	Professional Svcs: Fire Systems Maintenance	6,210	Inflation	6,347	6,486	6,629	6,775	6,924	7,076	7,232	7,391	7,554
100	Professional Services	0	Inflation	0	0	0	0	0	0	0	0	0
101	Professional Svcs: Managed IT Services	23,100	Inflation	23,608	24,128	24,658	25,201	25,755	26,322	26,901	27,493	28,098
102	Professional Services: Safety Training	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
103	Professional Services: Engineering	75,000	Inflation	76,650	78,336	80,060	81,821	83,621	85,461	87,341	89,262	91,226

Table 4
Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Projected Operating Expenses

Line No.	Description	Adjusted 2025	Escalation Reference	2026	2027	2028	2029	2030	2031	2032	2033	2034
104	Engineering: Islamorada Misc Engineering	20,000	Inflation	20,440	20,890	21,349	21,819	22,299	22,790	23,291	23,803	24,327
105	Training, Education & Travel	5,000	Inflation	5,110	5,222	5,337	5,455	5,575	5,697	5,823	5,951	6,082
106	Advanced Cellular Svc / AT&T FirstNet	1,000	Inflation	1,022	1,044	1,067	1,091	1,115	1,139	1,165	1,190	1,216
107	Internet Services (Comcast & AT&T)	6,300	Inflation	6,439	6,580	6,725	6,873	7,024	7,179	7,337	7,498	7,663
108	Telephones (AT&T)	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
109	GPS / Fleet Services	275	Inflation	281	287	294	300	307	313	320	327	334
110	Radios / P25 MCSO Agreement	750	Inflation	767	783	801	818	836	855	873	893	912
111	Plant Gate Data Service	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
112	IT: Hardware Repair Parts Maintenance & Upgrades	6,000	Inflation	6,132	6,267	6,405	6,546	6,690	6,837	6,987	7,141	7,298
113	Business Continuity & IT Disaster Recovery & Backup	13,500	Inflation	13,797	14,101	14,411	14,728	15,052	15,383	15,721	16,067	16,421
114	Postage & Delivery Expense	28,000	Inflation	28,616	29,246	29,889	30,547	31,219	31,905	32,607	33,325	34,058
115	Water Plant	5,200	FlowInf	5,331	5,463	5,596	5,730	5,864	5,998	6,133	6,268	6,406
116	Facility Cleaning	4,500	Inflation	4,599	4,700	4,804	4,909	5,017	5,128	5,240	5,356	5,474
117	Solid Waste	12,000	Inflation	12,264	12,534	12,810	13,091	13,379	13,674	13,975	14,282	14,596
118	Electricity - Plant	450,000	FlowPower - IM	473,850	498,775	524,860	552,153	580,644	610,431	641,563	674,026	708,132
119	Rents & Leases	7,000	Inflation	7,154	7,311	7,472	7,637	7,805	7,976	8,152	8,331	8,514
120	Rents & Leases: Mobile Filter Rental	0	Inflation	0	0	0	0	0	0	0	0	0
121	Repairs & Maintenance	0	Repair	0	0	0	0	0	0	0	0	0
122	Repairs & Maintenance: Grounds Keeping	6,000	Repair	6,240	6,490	6,749	7,019	7,300	7,592	7,896	8,211	8,540
123	Repairs & Maintenance: Vehicles	1,000	Repair	1,040	1,082	1,125	1,170	1,217	1,265	1,316	1,369	1,423
124	Repairs & Maintenance: Equipment	300,000	Repair	312,000	324,480	337,459	350,958	364,996	379,596	394,780	410,571	426,994
125	Repairs & Maintenance: Buildings	40,000	Repair	41,600	43,264	44,995	46,794	48,666	50,613	52,637	54,743	56,932
126	Storm Supplies & Preparation	2,000	Inflation	2,044	2,089	2,135	2,182	2,230	2,279	2,329	2,380	2,433
127	Office Supplies	3,500	Inflation	3,577	3,656	3,736	3,818	3,902	3,988	4,076	4,166	4,257
128	Office Furnishings	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
129	Safety Supplies	3,500	Inflation	3,577	3,656	3,736	3,818	3,902	3,988	4,076	4,166	4,257
130	Employee Uniforms / Clothing	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
131	Lab Services (sample analysis)	50,000	Inflation	51,100	52,224	53,373	54,547	55,747	56,974	58,227	59,508	60,817
132	Sludge Handling	840,000	FlowSlud - IM	884,520	931,046	979,739	1,030,686	1,083,869	1,139,472	1,197,585	1,258,183	1,321,847
133	Chemicals	800,000	FlowChem - IM	842,400	886,710	933,085	981,606	1,032,256	1,085,211	1,140,557	1,198,269	1,258,902
134	Tools	0	Inflation	0	0	0	0	0	0	0	0	0
135	Lab Supplies	40,000	Inflation	40,880	41,779	42,699	43,638	44,598	45,579	46,582	47,607	48,654
136	Supplies & Tools (plant operations)	12,000	Inflation	12,264	12,534	12,810	13,091	13,379	13,674	13,975	14,282	14,596
137	Immunizations	1,200	Inflation	1,226	1,253	1,281	1,309	1,338	1,367	1,397	1,428	1,460
138	Regulatory/ Permit Fees	6,500	Inflation	6,643	6,789	6,939	7,091	7,247	7,407	7,570	7,736	7,906
139	Fuel: Equipment	1,000	Inflation	1,022	1,044	1,067	1,091	1,115	1,139	1,165	1,190	1,216
140	Fuel: Vehicles	1,000	Commodity1	1,023	1,046	1,070	1,094	1,118	1,143	1,168	1,194	1,220
141	Fuel: Generators	5,500	Commodity1	5,625	5,753	5,883	6,015	6,150	6,287	6,426	6,567	6,712
142	Dues & Subscriptions	400	Inflation	409	418	427	436	446	456	466	476	487
144	Capital Outlay: Plant Security System	0	Eliminate	0	0	0	0	0	0	0	0	0
145	Capital Outlay - Vehicles	0	Eliminate	0	0	0	0	0	0	0	0	0
146	Capital Outlay: Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0
147	Mechanical Integrity Testing Project	0	Inflation	0	0	0	0	0	0	0	0	0
148	Capital Outlay: Buildings	0	Eliminate	0	0	0	0	0	0	0	0	0
149	Capital Outlay: IT Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0
150	Capital Outlay: Computer Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0
151	Subtotal Plant	\$ 3,442,382		\$ 3,596,215	\$ 3,756,495	\$ 3,923,678	\$ 4,098,028	\$ 4,279,563	\$ 4,468,794	\$ 4,666,009	\$ 4,871,208	\$ 5,085,906

Table 4
Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Projected Operating Expenses

Line No.	Description	Adjusted 2025	Escalation Reference	2026	2027	2028	2029	2030	2031	2032	2033	2034
Field												
152	Payroll-Field	\$ 1,336,596	Labor	\$ 1,376,694	\$ 1,417,995	\$ 1,460,535	\$ 1,504,351	\$ 1,549,481	\$ 1,595,966	\$ 1,643,844	\$ 1,693,160	\$ 1,743,955
153	Overtime	0	Labor	0	0	0	0	0	0	0	0	0
154	Compensated Absences Expense	0	Labor	0	0	0	0	0	0	0	0	0
155	Payroll Taxes	102,250	Labor	105,318	108,477	111,731	115,083	118,536	122,092	125,755	129,527	133,413
156	Retirement Contributions	78,420	Labor	80,773	83,196	85,692	88,262	90,910	93,638	96,447	99,340	102,320
157	Group Health Premiums	224,002	Insure - Health	235,202	246,962	259,310	272,276	285,890	300,184	315,193	330,953	347,501
158	Group Life Insurance	1,397	Insure - Gen	1,467	1,540	1,617	1,698	1,783	1,872	1,966	2,064	2,167
159	Workers Compensation Insurance	24,000	Insure - Health	25,200	26,460	27,783	29,172	30,631	32,162	33,770	35,459	37,232
160	Prof. Svcs: Alarm & Fire Monitoring	2,500	Inflation	2,555	2,611	2,669	2,727	2,787	2,849	2,911	2,975	3,041
161	Professional Services	0	Inflation	0	0	0	0	0	0	0	0	0
162	Professional Svcs: Fire Systems Maintenance Services	17,000	Inflation	17,374	17,756	18,147	18,546	18,954	19,371	19,797	20,233	20,678
163	Professional Svcs: Managed IT Services	23,100	Inflation	23,608	24,128	24,658	25,201	25,755	26,322	26,901	27,493	28,098
164	Solar Maintenance Contract (new)	12,500	Inflation	12,775	13,056	13,343	13,637	13,937	14,243	14,557	14,877	15,204
165	Professional Services: Safety Training	3,500	Inflation	3,577	3,656	3,736	3,818	3,902	3,988	4,076	4,166	4,257
166	Professional Services: Engineering	75,000	Inflation	76,650	78,336	80,060	81,821	83,621	85,461	87,341	89,262	91,226
167	Professional Services: GIS Upgrade	46,440	Inflation	47,462	48,506	49,573	50,664	51,778	52,917	54,081	55,271	56,487
168	Sea Level Rise Engineering Fees	0	Inflation	0	0	0	0	0	0	0	0	0
169	GPServ/Tribble	4,100	Inflation	4,190	4,282	4,377	4,473	4,571	4,672	4,775	4,880	4,987
170	Training, Education & Travel	11,000	Inflation	11,242	11,489	11,742	12,000	12,264	12,534	12,810	13,092	13,380
171	Advanced Cellular Svc / AT&T FirstNet	7,000	Inflation	7,154	7,311	7,472	7,637	7,805	7,976	8,152	8,331	8,514
172	Internet Services (Comcast & AT&T)	19,000	Inflation	19,418	19,845	20,282	20,728	21,184	21,650	22,126	22,613	23,111
173	Telephones (AT&T)	7,800	Inflation	7,972	8,147	8,326	8,509	8,697	8,888	9,083	9,283	9,488
174	GPS / Fleet Services	2,800	Inflation	2,862	2,925	2,989	3,055	3,122	3,191	3,261	3,332	3,406
175	Radios / P25 MSCO Agreement	3,750	Inflation	3,833	3,917	4,003	4,091	4,181	4,273	4,367	4,463	4,561
176	Water	0	Inflation	0	0	0	0	0	0	0	0	0
177	IT: Hardware Repair Parts Maintenance & Upgrades	6,000	Inflation	6,132	6,267	6,405	6,546	6,690	6,837	6,987	7,141	7,298
178	Business Continuity & IT Disaster Recovery & Backup	17,000	Inflation	17,374	17,756	18,147	18,546	18,954	19,371	19,797	20,233	20,678
179	Water- Vac Station A	450	Inflation	460	470	480	491	502	513	524	536	547
180	Water- Vac Station D	450	Inflation	460	470	480	491	502	513	524	536	547
181	Water- Vac Station F	450	Inflation	460	470	480	491	502	513	524	536	547
182	Water- Vac Station G	450	Inflation	460	470	480	491	502	513	524	536	547
183	Water- Vac Station I - house	450	Inflation	460	470	480	491	502	513	524	536	547
184	Water- Vac Station I - office	800	Inflation	818	836	854	873	892	912	932	952	973
185	Water- Vac Station JK	550	Inflation	562	574	587	600	613	627	640	655	669
186	Water- Humpty Dumpty	300	Inflation	307	313	320	327	334	342	349	357	365
187	Water- Harborage	300	Inflation	307	313	320	327	334	342	349	357	365
188	Water- Peter Pan	300	Inflation	307	313	320	327	334	342	349	357	365
189	Water - Coastal WW/Largo Pk Lift Sta	300	Inflation	307	313	320	327	334	342	349	357	365
190	Facility Cleaning	11,000	Inflation	11,242	11,489	11,742	12,000	12,264	12,534	12,810	13,092	13,380
191	Solid Waste	3,000	Inflation	3,066	3,133	3,202	3,273	3,345	3,418	3,494	3,570	3,649
192	Electricity	0	Power	0	0	0	0	0	0	0	0	0
193	Electricity- Vac Station A	75,000	Power	78,750	82,688	86,822	91,163	95,721	100,507	105,533	110,809	116,350
194	Electricity- Vac Station D	75,000	Power	78,750	82,688	86,822	91,163	95,721	100,507	105,533	110,809	116,350
195	Electricity- Vac Station E	50,000	Power	52,500	55,125	57,881	60,775	63,814	67,005	70,355	73,873	77,566
196	Electricity- Vac Station F	2,500	Power	2,625	2,756	2,894	3,039	3,191	3,350	3,518	3,694	3,878
197	Electricity- Vac Station G	35,000	Power	36,750	38,588	40,517	42,543	44,670	46,903	49,249	51,711	54,296
198	Electricity- Vac Station I	15,000	Power	15,750	16,538	17,364	18,233	19,144	20,101	21,107	22,162	23,270
199	Electricity- Vac Station I - house	2,000	Power	2,100	2,205	2,315	2,431	2,553	2,680	2,814	2,955	3,103
200	Electricity- Vac Station I - office	2,000	Power	2,100	2,205	2,315	2,431	2,553	2,680	2,814	2,955	3,103
201	Electricity- Vac Station JK	55,000	Power	57,750	60,638	63,669	66,853	70,195	73,705	77,391	81,260	85,323
202	Electricity- Humpty Dumpty	1,000	Power	1,050	1,103	1,158	1,216	1,276	1,340	1,407	1,477	1,551
203	Electricity- Harborage	1,000	Power	1,050	1,103	1,158	1,216	1,276	1,340	1,407	1,477	1,551

Key Largo Wastewater Treatment District, Florida 2024 Revenue Sufficiency Study

Projected Operating Expenses

Line No.	Description	Adjusted 2025	Escalation Reference	Year										
				2026	2027	2028	2029	2030	2031	2032	2033	2034		
204	Electricity-Coastal WW/Largo Pk Lift Sta	1,200	Power	1,260	1,323	1,389	1,459	1,532	1,608	1,689	1,773	1,862		
205	Electricity-Peter Pan/Tweedy Pie	800	Power	840	882	926	972	1,021	1,072	1,126	1,182	1,241		
206	Rents & Leases	5,000	Inflation	5,110	5,222	5,337	5,455	5,575	5,697	5,823	5,951	6,082		
207	Copier	17,500	Inflation	1,980	2,068	2,114	2,160	2,208	2,256	2,306	2,357	2,408		
209	Repairs & Maintenance: Grounds Keeping	25,000	Repair	18,200	18,928	19,685	20,473	21,291	22,143	23,029	23,950	24,908		
210	Repairs & Maintenance: Vehicles	25,000	Repair	26,000	27,040	28,122	29,246	30,416	31,633	32,898	34,214	35,583		
211	Repairs & Maintenance: Equipment	220,000	Repair	228,800	237,952	247,470	257,369	267,664	278,370	289,505	301,085	313,129		
212	Repairs & Maintenance: Buildings	25,000	Repair	26,000	27,040	28,122	29,246	30,416	31,633	32,898	34,214	35,583		
213	Repairs & Maintenance: Vac System	100,000	Repair	104,000	108,160	112,486	116,986	121,665	126,532	131,593	136,857	142,331		
214	Repairs & Maintenance: Vac System	2,000	Repair	2,080	2,163	2,250	2,340	2,433	2,531	2,632	2,737	2,847		
215	Grinder Pump Monitoring	4,500	Inflation	4,599	4,700	4,804	4,909	5,017	5,128	5,240	5,356	5,474		
216	Storm Supplies & Preparation	2,000	Inflation	2,044	2,089	2,135	2,182	2,230	2,279	2,329	2,380	2,433		
217	Office Supplies	2,500	Inflation	2,555	2,611	2,669	2,727	2,787	2,849	2,911	2,975	3,041		
218	Office Furnishings	3,000	Inflation	3,066	3,133	3,202	3,273	3,345	3,418	3,494	3,570	3,649		
219	Safety Supplies	5,000	Inflation	5,110	5,222	5,337	5,455	5,575	5,697	5,823	5,951	6,082		
220	Employee Uniforms / Clothing	3,200	Inflation	3,270	3,342	3,416	3,491	3,568	3,646	3,727	3,809	3,892		
221	Supplies and Tools (field operations)	46,000	Inflation	47,012	48,046	49,103	50,184	51,288	52,416	53,569	54,748	55,952		
222	Immunizations	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825		
223	Service Connection Adjustments	0	EDU	0	0	0	0	0	0	0	0	0		
224	Fuel: Equipment	2,000	Commodity1	2,046	2,092	2,139	2,187	2,236	2,286	2,337	2,388	2,441		
225	Fuel: Vehicles	40,000	Commodity1	40,912	41,841	42,786	43,749	44,729	45,722	46,732	47,761	48,811		
226	Fuel: Generators	8,500	Commodity1	8,694	8,891	9,092	9,297	9,505	9,716	9,931	10,149	10,372		
227	Dues & Subscriptions	100	Inflation	102	104	107	109	111	114	116	119	122		
228	Tools	0	Inflation	0	0	0	0	0	0	0	0	0		
229	Lateral Extensions	0	Eliminate	0	0	0	0	0	0	0	0	0		
231	Capital Outlay: Security System	0	Eliminate	0	0	0	0	0	0	0	0	0		
232	Cap Outlay - Generator Light Tower	0	Eliminate	0	0	0	0	0	0	0	0	0		
233	Capital Outlay: Equipment & Machinery	0	Eliminate	0	0	0	0	0	0	0	0	0		
234	Capital Outlay: Vehicles	0	Eliminate	0	0	0	0	0	0	0	0	0		
235	Capital Outlay: Vacuum Pump Rebuild and Spares	0	Eliminate	0	0	0	0	0	0	0	0	0		
236	Capital Outlay: Vactron	0	Eliminate	0	0	0	0	0	0	0	0	0		
237	Capital Outlay: Sewage Pump replacement & Piping Modifications	0	Eliminate	0	0	0	0	0	0	0	0	0		
238	Capital Outlay: IT Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0		
239	Capital Outlay: Spare Sewage Pumps	0	Eliminate	0	0	0	0	0	0	0	0	0		
240	Capital Outlay: Sewer Jetter System	0	Eliminate	0	0	0	0	0	0	0	0	0		
241	Capital Outlay - Computer Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0		
242	Subtotal Field	\$ 2,874,235		\$ 2,972,475	\$ 3,074,307	\$ 3,179,873	\$ 3,289,317	\$ 3,402,794	\$ 3,520,455	\$ 3,642,472	\$ 3,769,017	\$ 3,900,276		
Facilities														
243	Payroll-Facilities	\$ 598,289	Labor	\$ 616,238	\$ 634,725	\$ 653,767	\$ 673,380	\$ 693,581	\$ 714,388	\$ 735,820	\$ 757,895	\$ 780,631		
244	Overtime	0	Labor	0	0	0	0	0	0	0	0	0		
245	Compensated Absences Expense	0	Labor	0	0	0	0	0	0	0	0	0		
246	Payroll Taxes	45,769	Labor	47,142	48,556	50,013	51,513	53,059	54,651	56,290	57,979	59,718		
247	Retirement Contributions	35,897	Labor	36,974	38,083	39,226	40,402	41,614	42,863	44,149	45,473	46,837		
248	Group Health Premiums	92,236	Insure - Health	96,848	101,690	106,775	112,113	117,719	123,605	129,785	136,275	143,088		
249	Group Life Insurance	575	Insure - Gen	604	634	666	699	734	771	809	850	892		
250	Workers Compensation Insurance	12,500	Insure - Health	13,125	13,781	14,470	15,194	15,954	16,751	17,589	18,468	19,392		
251	Professional Svcs: Managed IT Services	23,100	Inflation	23,608	24,128	24,658	25,201	25,755	26,322	26,901	27,493	28,098		
252	Professional Services: Safety Training	250	Inflation	2,606	2,663	2,722	2,782	2,843	2,906	2,970	3,035	3,102		
253	Professional Services - Engineering	0	Inflation	0	0	0	0	0	0	0	0	0		
254	Training, Education & Travel	10,000	Inflation	10,220	10,445	10,675	10,909	11,149	11,395	11,645	11,902	12,163		
255	Advanced Cellular Service	0	Inflation	0	0	0	0	0	0	0	0	0		

Table 4
Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Projected Operating Expenses

Line No.	Description	Adjusted 2025	Escalation Reference	2026	2027	2028	2029	2030	2031	2032	2033	2034
256	Advanced Cellular Svc / AT&T FirstNet	1,000	Inflation	1,022	1,044	1,067	1,091	1,115	1,139	1,165	1,190	1,216
257	GPS / Fleet Services	1,300	Inflation	1,329	1,358	1,388	1,418	1,449	1,481	1,514	1,547	1,581
258	Radios / P25 MCSO Agreement	1,875	Inflation	1,916	1,958	2,001	2,046	2,091	2,137	2,184	2,232	2,281
259	IT: Hardware Repair Parts Maintenance & Upgrades	3,000	Inflation	3,066	3,133	3,202	3,273	3,345	3,418	3,494	3,570	3,649
260	Bus. Cont. & IT Disaster Revry & Backup	8,600	Inflation	8,789	8,983	9,180	9,382	9,589	9,799	10,015	10,235	10,461
261	Facility Cleaning	4,500	Inflation	4,599	4,700	4,804	4,909	5,017	5,128	5,240	5,356	5,474
262	Repairs & Maintenance	0	Repair	0	0	0	0	0	0	0	0	0
263	Repairs & Maintenance: Vehicles	3,000	Repair	3,120	3,245	3,375	3,510	3,650	3,796	3,948	4,106	4,270
264	Repairs & Maintenance: Equipment	1,200	Repair	1,248	1,298	1,350	1,404	1,460	1,518	1,579	1,642	1,708
265	Office Supplies	1,000	Inflation	1,022	1,044	1,067	1,091	1,115	1,139	1,165	1,190	1,216
266	Office Furnishings	800	Inflation	818	836	854	873	892	912	932	952	973
267	Safety Supplies	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
268	Employee Uniforms / Clothing	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
269	Supplies & Tools	20,000	Inflation	20,440	20,890	21,349	21,819	22,299	22,790	23,291	23,803	24,327
270	Immunizations	1,500	Inflation	1,533	1,567	1,601	1,636	1,672	1,709	1,747	1,785	1,825
271	Fuel	0	Commodity ¹	0	0	0	0	0	0	0	0	0
272	Fuel: Vehicles	7,500	Commodity ¹	7,671	7,845	8,022	8,203	8,387	8,573	8,762	8,955	9,152
273	Tools	0	Inflation	0	0	0	0	0	0	0	0	0
275	Capital Outlay: Infrastructure	0	Eliminate	0	0	0	0	0	0	0	0	0
276	Capital Outlay - Vehicles	0	Eliminate	0	0	0	0	0	0	0	0	0
277	Capital Outlay - Software-CMMS	0	Eliminate	0	0	0	0	0	0	0	0	0
278	Capital Outlay - Computer Equipment	0	Eliminate	0	0	0	0	0	0	0	0	0
279	Subtotal Facilities	\$ 879,191		\$ 907,003	\$ 935,740	\$ 965,435	\$ 996,121	\$ 1,027,834	\$ 1,060,609	\$ 1,094,486	\$ 1,129,503	\$ 1,165,703
<u>Non-Departmental</u>												
280	Transfer to Repair & Replacement Fund	0	Eliminate	0	0	0	0	0	0	0	0	0
281	Transfer to Insurance Deductible Reserve	0	Eliminate	0	0	0	0	0	0	0	0	0
282	Transfer to Operational Reserve	0	Eliminate	0	0	0	0	0	0	0	0	0
283	Low Flow Program Assessment Credit	0	Eliminate	0	0	0	0	0	0	0	0	0
284	Insurance Reserves - Self Insurance	0	Eliminate	0	0	0	0	0	0	0	0	0
285	Other Post Employ Benefits (OPEB) exp	0	Eliminate	0	0	0	0	0	0	0	0	0
286	Debt Service	0	Eliminate	0	0	0	0	0	0	0	0	0
287	Subtotal Non-Departmental	\$ 0		\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<u>Incremental Operating Costs</u>												
288	Collection System Action Plan Implementation	0	Constant	0	0	0	0	0	0	0	0	0
289	WWTP permitting renewal (included permit fees)	0	Eliminate	0	0	0	0	0	0	0	0	0
290	Deep Injection Well permit renewal (includes permit fees)	0	Constant	0	0	35,000	0	0	0	0	0	0
291	Deep Injection well MIT	0	Constant	0	0	150,000	0	0	0	0	150,000	0
292	PV System O&M Annual Contract WWTP + 25% for materials	0	Constant	0	0	0	0	0	0	0	0	0
293	PV System O&M Annual Contract Vac Stations + 25% for materials	0	Constant	0	0	0	0	0	0	0	0	0
294	PV System O&M Admin Bldg + 25% for materials	0	Constant	0	0	0	0	0	0	0	0	0
295	Subtotal Incremental Operating Costs	\$ 0		\$ 300,000	\$ 485,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 450,000	\$ 300,000
296	Total Operating Expenses	\$ 9,674,315		\$ 10,330,443	\$ 10,700,068	\$ 11,268,880	\$ 11,482,421	\$ 11,895,994	\$ 12,325,404	\$ 12,771,258	\$ 13,383,879	\$ 13,715,282

Footnotes:

[1] Amounts for Fiscal Years 2025 are based on the KLWTD provided Fiscal Year 2025 Budget.

[2] Amounts based on expenses as provided by KLWTD Consulting Engineer.

Table 5

Key Largo Wastewater Treatment District, Florida

2024 Revenue Sufficiency Study

Forecast of Estimated Capital Improvement Program and Funding Sources [1]

Line No.	Description	Funding Source	2025 CIP	Adjustments	Adjusted 2025	Projected Fiscal Year Ending September 30										Total
						2026	2027	2028	2029	2030	2031	2032	2033	2034		
CAPITAL PROJECT COSTS:																
CAPITAL OUTLAY																
1	Adjusted From Operating Expenses	Rates	\$ 24,000	\$ 0	\$ 24,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 1,959,000	
CAPITAL IMPROVEMENTS (FY 24 Budget & FY 25-29 CIP)																
2	Eng & Cap Outlay: VPS Piping/Mod	Grant 1	\$ 245,000	\$ 0	\$ 245,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 245,000	
3	Eng & Cap Outlay: Odor Control at Vac Sins	Grant 1	1,197,500	0	1,197,500	0	0	0	0	0	0	0	0	0	1,197,500	
4	Eng & Cap Outlay: Effluent Filtration Upgrade	Grant 1	587,000	0	587,000	0	0	0	0	0	0	0	0	0	587,000	
5	Eng & Cap Outlay: Replace Lift Sta KL Trl Pk	R&R	117,800	0	117,800	0	0	0	0	0	0	0	0	0	117,800	
6	Eng & Cap Outlay: Vac System Monitoring	Grant 1	1,287,000	0	1,287,000	0	0	0	0	0	0	0	0	0	1,287,000	
7	Eng & Cap Outlay: Sewage Pump Rpl/Piping Mod	Grant 1	0	0	0	0	0	0	0	0	0	0	0	0	0	
8	Eng & Cap Outlay: Power Conditioning & Elctc Upgrades WWTP	Grant 1	2,007,150	0	2,007,150	1,928,850	0	0	0	0	0	0	0	0	3,936,000	
9	Eng & Cap Outlay: EQ Tank Headworks/Screening Upgrade	Grant 2	2,096,250	0	2,096,250	2,028,750	0	0	0	0	0	0	0	0	4,125,000	
10	Eng & Cap Outlay: Ventilation Upg @ Vac Sins	Grant 2	41,125	0	41,125	226,125	0	0	0	0	0	0	0	0	267,250	
11	Eng & Cap Outlay: Grinder Pump Lateral Pnt Upgrade	R&R	381,000	0	381,000	0	0	0	0	0	0	0	0	0	381,000	
12	Eng & Cap Outlay: Ops Blower Room Mod	Reserves	52,500	0	52,500	302,500	0	0	0	0	0	0	0	0	355,000	
13	Eng & Cap Outlay: Isla Pinch Valve FM	Reserves	275,000	0	275,000	0	0	0	0	0	0	0	0	0	275,000	
14	Eng & Cap Outlay: Service Connection Construction Revision	Reserves	220,000	0	220,000	0	0	0	0	0	0	0	0	0	220,000	
15	Engineering: Capital Prelim Design & Bgt	Reserves	35,000	0	35,000	0	25,000	0	0	0	0	0	0	0	110,000	
16	Direct Potable Reuse & Pharmaceuticals	Grant 1	62,073	0	62,073	686,724	1,903,021	0	0	0	0	0	0	0	2,651,818	
17	Capital Outlay: Spare Inj Well Pump&VFD	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
18	Capital Outlay: Effluent Inj Pump Repair	Reserves	45,000	0	45,000	0	0	0	0	0	0	0	0	0	45,000	
19	Cap Outlay: SoftStart Upgr Vac Sln to VFD	R&R	0	0	0	0	0	0	0	0	0	0	0	0	0	
20	Capital Outlay: SBR Blower Spare Parts	Reserves	0	20	20	0	0	0	0	0	0	0	0	0	20	
21	Capital Outlay: Vac Pump Rebuild & Spare	Reserves	75,000	0	75,000	0	0	0	0	0	0	0	0	0	75,000	
22	Cap Outlay: Cabling Plant, Vac Sln, Admi	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
23	Replacement of Vacuum Pit Collars	R&R	375,000	0	375,000	350,000	0	0	0	0	0	0	0	0	1,425,000	
24	Vac Station Paint Interior	R&R	105,000	0	105,000	0	0	0	0	0	0	0	0	0	105,000	
25	Cap Outlay: Digester Motive Pump Replace	R&R	238,118	0	238,118	0	0	0	0	0	0	0	0	0	238,118	
26	Capital Outlay: Replace Hydroxide Pump	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
27	Capital Outlay: Diffuser Sleeves	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
28	Inj Well Check Pump Valves / Rebuilds	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
29	Capital Outlay: Admin Bldg Hardening	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
30	Capital Outlay: Forklift for Plant	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
31	Capital Outlay: Admin/Board Vehicle	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
32	Capital Outlay: Field Ops Truck	Reserves	140,000	0	140,000	0	0	0	0	0	0	0	0	0	140,000	
33	Capital Outlay: Mini Excavator	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
34	Collection System Monitoring	Grant 1	0	0	0	0	0	0	0	0	0	0	0	0	0	
35	Vac Station Electrical Upgrades, Power Cond & Lightning	Grant 1	61,275	0	61,275	1,164,225	0	0	0	0	0	0	0	0	1,225,500	
36	Collection System SLR Elevation Phase 1 projects**	Grant 3	2,076,373	0	2,076,373	2,076,373	2,076,373	0	0	0	0	0	0	0	10,381,864	
37	Vacuum Station Sewage Tanks Upgrades	Grant 1	124,328	0	124,328	2,682,392	2,682,392	0	0	0	0	0	0	0	8,171,504	
38	Sludge Conditioning Upgrades (membrane thickening)	Grant 1	0	0	0	582,313	0	0	0	0	0	0	0	0	582,313	
39	Fire Suppression/MJ Wood Dispute	Reserves	15,000	0	15,000	0	0	0	0	0	0	0	0	0	15,000	
40	Capital Projects, Budgets & Grants	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
41	KLWTD Collection System Action Plan	Reserves	500,000	0	500,000	250,000	0	0	0	0	0	0	0	0	750,000	
42	Islamorada Collection System Action Plan***	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
43	General Future Capital Projects, dependent on grant funding.	Grant 1	0	0	0	2,500,000	2,500,000	0	0	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	20,000,000	
44	General Future Capital Projects, dependent on grant funding.	Grant 2	0	0	0	2,000,000	2,000,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	15,950,000	
45	Ductile Iron Piping	R&R	1,000,000	0	1,000,000	400,000	0	0	0	0	0	0	0	0	2,400,000	
46	AQUA AEROBICS - SCADA UPGRADE SOFTWARE	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
47	Cap Outlay: Cameras-Plant, Admin, Field	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
48	Cap Outlay: Spare Flow Meters for Plant	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
49	Capital Outlay: SBR & DCU PLC Upgrades	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
50	Engineering: Deep Inj Well Permitting	Reserves	5,000	0	5,000	0	0	0	0	0	0	0	0	0	5,000	
51	Engineering: Tanks Coating	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
52	Engineering: Fire Suppression @ WWTP	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
53	Engineering: Two Driveways @ Vac 1	Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	
54	Spectrophotometer	Reserves	7,000	0	7,000	0	0	0	0	0	0	0	0	0	7,000	
55	SBR Blower VFD	Reserves	60,000	0	60,000	0	0	0	0	0	0	0	0	0	60,000	
56	Plant Perimeter Security Upgrades	Reserves	12,000	0	12,000	0	0	0	0	0	0	0	0	0	12,000	
57	Field Dept Vactron New for Replacement	Reserves	110,000	0	110,000	0	0	0	0	0	0	0	0	0	110,000	
58	New Salinity Probes for Vac Stations	Reserves	42,000	0	42,000	0	0	0	0	0	0	0	0	0	42,000	
59	New Clear Vus & SS Piping @ Vac Sln A, D & E	Reserves	30,000	0	30,000	0	0	0	0	0	0	0	0	0	30,000	

Table 5
Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Forecast of Estimated Capital Improvement Program and Funding Sources [1]

Line No.	Description	Funding Source	2025 CIP	Adjustments	Adjusted 2025	Projected Fiscal Year Ending September 30,										Total
						2026	2027	2028	2029	2030	2031	2032	2033	2034		
54	New Grinder Pumps (5)	Reserves	17,500	0	17,500	0	0	0	0	0	0	0	0	0	17,500	
52	Collection System Valves	Reserves	32,000	0	32,000	0	0	0	0	0	0	0	0	0	32,000	
53	Minks Vacuum Pump for Vac Sm F	Reserves	16,500	0	16,500	0	0	0	0	0	0	0	0	0	16,500	
54	Solar Upgrades & Repairs for Existing System	Reserves	62,100	0	62,100	0	0	0	0	0	0	0	0	0	62,100	
47	BSA Software Cloud Upgrade	Reserves	59,345	0	59,345	0	0	0	0	0	0	0	0	0	59,345	
46	FY25 Carryforwards (FY24 Appropriations)	Reserves	(479,141)	0	(479,141)	0	0	0	0	0	0	0	0	0	(479,141)	
59	Subtotal Capital Improvements		\$ 13,333,796	\$ 0	\$ 13,333,796	\$ 13,278,251	\$ 11,936,786	\$ 9,633,765	\$ 6,601,373	\$ 4,490,000	\$ 4,490,000	\$ 4,490,000	\$ 4,490,000	\$ 4,490,000	\$ 77,233,971	
Renewal and Replacement Projects (From FY 25-29 CIP)																
60	R&R Estimates from KLWTD R&R schedule (WWTP & Field)	R&R	3,278,271	0	3,278,271	9,597,871	1,885,263	1,708,444	33,750	0	0	0	0	0	16,503,598	
61	Subtotal Capital Project (R&R)		\$ 3,278,271	\$ 0	\$ 3,278,271	\$ 9,597,871	\$ 1,885,263	\$ 1,708,444	\$ 33,750	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 16,503,598	
62	TOTAL CAPITAL PROJECT COSTS		\$ 16,636,067	\$ 0	\$ 16,636,067	\$ 23,091,122	\$ 14,037,049	\$ 11,557,209	\$ 6,850,123	\$ 4,705,000	\$ 4,705,000	\$ 4,705,000	\$ 4,705,000	\$ 4,705,000	\$ 95,696,569	
FUNDING SOURCES:																
<u>Grant and Previously Issued Debt Funding:</u>																
63	State Stewardship Grants	Grant 1	\$ 5,571,326		\$ 7,044,503	\$ 7,085,413	\$ 5,182,392	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 50,856,557	
64	ACOE Grants	Grant 2	2,137,375		2,254,875	2,000,000	2,000,000	2,000,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	20,418,366	
65	Other State Grants	Grant 3	2,076,373		2,076,373	2,076,373	2,076,373	0	0	0	0	0	0	0	10,381,864	
71	Unidentified Funding Sources [3]	Unfunded	0		0	0	0	0	0	0	0	0	0	0	0	
72	Subtotal Contributed Funding		\$ 9,785,074		\$ 11,375,751	\$ 11,161,786	\$ 9,258,765	\$ 6,576,373	\$ 4,490,000	\$ 4,490,000	\$ 4,490,000	\$ 4,490,000	\$ 4,490,000	\$ 4,490,000	\$ 81,656,787	
<u>Other Sources:</u>																
73	Monthly Utility Service Charges	Rates	\$ 24,000		\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 1,970,975	
74	Islamorada Agreement CIP Contributions	Islamorada	0		0	0	0	0	0	0	0	0	0	0	0	
75	Operating Reserves	Reserves	1,331,804		552,500	25,000	25,000	25,000	25,000	0	0	0	0	0	2,649,690	
76	Renewal and Replacement Fund	R&R	5,495,189		10,947,871	2,635,263	2,058,444	33,750	0	0	0	0	0	0	21,284,238	
81	Subtotal Other Sources		6,850,993		11,715,371	2,875,263	2,298,444	273,750	215,000	215,000	215,000	215,000	215,000	215,000	25,904,904	
TOTAL FUNDING SOURCES																
			\$ 16,636,067		\$ 23,091,122	\$ 14,037,049	\$ 11,557,209	\$ 6,850,123	\$ 4,705,000	\$ 4,705,000	\$ 4,705,000	\$ 4,705,000	\$ 4,705,000	\$ 4,705,000	\$ 107,561,690	

Footnotes:

- [1] Amounts are based on the Fiscal Year 2025 - 2029 Capital Improvement Plan schedule provided by KLWTD.
[2] Fiscal Year 2025 carryforwards were determined based on fiscal year 2024 budgeted appropriations and preliminary actual capital expenditures.

Table 6

Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Development of Projected Fund Balances and Interest Earnings

Line No.	Description	Investment Reference [1]	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
ENDING FUND BALANCE SUMMARY												
1	KLWTD Operation and Maintenance Fund		\$ 10,038,799	\$ 9,358,287	\$ 9,310,251	\$ 9,287,175	\$ 10,530,644	\$ 10,905,351	\$ 11,251,896	\$ 11,548,633	\$ 11,619,335	\$ 11,741,825
2	Debt Service Sinking Fund		1,806,557	1,806,557	1,806,557	1,806,557	0	0	0	0	0	0
3	KLWTD Renewal and Replacement Fund		13,344,485	4,574,630	3,376,278	1,932,846	2,483,896	3,185,013	3,884,131	4,581,049	5,217,966	5,835,201
4	Self-Insurance/Deductible Reserve Fund		5,050,000	5,100,000	5,150,000	5,200,000	5,250,000	5,300,000	5,350,000	5,400,000	5,450,000	5,500,000
5	Total Ending Fund Balances		\$ 30,239,841	\$ 20,839,474	\$ 19,643,086	\$ 18,226,578	\$ 18,264,540	\$ 19,390,364	\$ 20,486,027	\$ 21,529,682	\$ 22,287,301	\$ 23,077,026
Operating Reserve Target												
6	Operating Reserve 120 Days O&M + 2 Years Depreciation		\$ 3,180,597	\$ 3,396,310	\$ 3,517,831	\$ 3,704,837	\$ 3,775,042	\$ 3,911,012	\$ 4,052,188	\$ 4,198,770	\$ 4,400,179	\$ 4,509,134
7	Amount Available for Capital		\$ 6,858,202	\$ 5,961,977	\$ 5,792,420	\$ 5,582,337	\$ 6,755,601	\$ 6,994,339	\$ 7,199,709	\$ 7,349,864	\$ 7,219,156	\$ 7,232,691
KLWTD Operation and Maintenance Fund												
8	Beginning Balance		\$ 11,978,171	\$ 10,038,799	\$ 9,358,287	\$ 9,310,251	\$ 9,287,175	\$ 10,530,644	\$ 10,905,351	\$ 11,251,896	\$ 11,548,633	\$ 11,619,335
Deposits to Fund:												
9	Transfer from Insurance Reserve		0	0	0	0	0	0	0	0	0	0
10	Transfers from Operations - Revenue Requirements Surplus		0	0	26,964	51,924	0	424,707	396,546	346,737	120,702	172,490
11	Transfers from Sinking Fund - After Debt Paid Off		0	0	0	0	1,481,774	0	0	0	0	0
Uses of Funds:												
12	Capital Improvements Funded From Reserves		\$ 1,331,804	\$ 552,500	\$ 25,000	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
13	Transfers to Plant Capacity Upgrades (CIP) Improvements Subaccount		0	0	0	0	0	0	0	0	0	0
14	Transfer to Insurance Reserve Fund		50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
15	Transfers to Operations - Revenue Requirements Deficiency		557,569	78,011	0	0	163,304	0	0	0	0	0
16	Ending Balance		\$ 10,038,799	\$ 9,358,287	\$ 9,310,251	\$ 9,287,175	\$ 10,530,644	\$ 10,905,351	\$ 11,251,896	\$ 11,548,633	\$ 11,619,335	\$ 11,741,825
17	Average Annual Interest Rate		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
18	Investment Earnings Recognized	(U)	\$ 330,300	\$ 291,000	\$ 280,000	\$ 279,000	\$ 275,000	\$ 321,500	\$ 332,400	\$ 342,000	\$ 347,500	\$ 350,400
Debt Service Sinking Fund												
19	Beginning Fund Balance		1,806,548	1,806,557	1,806,557	1,806,557	1,806,557	-	-	-	-	-
20	Annual Deposit to Sinking Fund		\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,234,177	\$ -	\$ -	\$ -	\$ -	\$ -
21	Cash Payment of Debt Service		\$ 1,558,952	\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ -	\$ -	\$ -	\$ -	\$ -
22	Transfer to Operations		\$ -	\$ -	\$ -	\$ -	\$ 1,481,774	\$ -	\$ -	\$ -	\$ -	\$ -
23	Ending Balance		1,806,557	1,806,557	1,806,557	1,806,557	-	-	-	-	-	-
24	Average Annual Interest Rate		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
25	Investment Earnings Recognized	(U)	\$ 54,000	\$ 54,000	\$ 54,000	\$ 54,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
KLWTD Renewal and Replacement Fund												
26	Beginning Balance		\$ 13,691,288	\$ 13,344,485	\$ 4,574,630	\$ 3,376,278	\$ 1,932,846	\$ 2,483,896	\$ 3,185,013	\$ 3,884,131	\$ 4,581,049	\$ 5,217,966
Deposits to Fund:												
27	Stewardship & Other Grants Direct Receipts		7,795,074	9,385,751	9,171,786	7,268,765	4,586,373	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
28	From Current Operations - R&R Fund Requirement		1,200,000	484,600	485,700	486,600	487,400	488,000	488,500	488,800	489,000	489,000
29	R&R Transfer from Assessment/ILA Payments/ACOE		5,841,786	3,586,616	2,844,211	2,021,212	1,990,000	2,105,617	2,102,918	2,100,219	2,039,816	2,019,935
30	RTPRR Fund Contribution		96,600	96,800	97,000	97,200	97,400	97,500	97,700	97,900	98,100	98,300
Uses of Funds:												
31	Capital Improvements		5,495,189	10,947,871	2,635,263	2,058,444	33,750	0	0	0	0	0
32	Grant Funded Capital		9,785,074	11,375,751	11,161,786	9,258,765	6,576,373	4,490,000	4,490,000	4,490,000	4,490,000	4,490,000
33	Ending Balance		\$ 13,344,485	\$ 4,574,630	\$ 3,376,278	\$ 1,932,846	\$ 2,483,896	\$ 3,185,013	\$ 3,884,131	\$ 4,581,049	\$ 5,217,966	\$ 5,835,201
34	Average Annual Interest Rate		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
35	Investment Earnings Recognized	(U)	\$ 405,500	\$ 268,800	\$ 119,300	\$ 79,600	\$ 66,300	\$ 85,000	\$ 106,000	\$ 127,000	\$ 147,000	\$ 165,800
Self-Insurance/Deductible Reserve Fund												
36	Beginning Balance		\$ 5,000,000	\$ 5,050,000	\$ 5,100,000	\$ 5,150,000	\$ 5,200,000	\$ 5,250,000	\$ 5,300,000	\$ 5,350,000	\$ 5,400,000	\$ 5,450,000
Deposits to Fund:												
37	Transfer from Operating Fund		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Uses of Funds:												
38	Transfer to Operating Fund		\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
39	Ending Balance		\$ 5,050,000	\$ 5,100,000	\$ 5,150,000	\$ 5,200,000	\$ 5,250,000	\$ 5,300,000	\$ 5,350,000	\$ 5,400,000	\$ 5,450,000	\$ 5,500,000
40	Average Annual Interest Rate		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
41	Investment Earnings Recognized	(U)	\$ 150,800	\$ 152,300	\$ 153,800	\$ 155,300	\$ 156,800	\$ 158,300	\$ 159,800	\$ 161,300	\$ 162,800	\$ 164,300
Islamorada Agreement Accounts (cont'd)												
Plant Capacity Upgrades (CIP) Improvements Subaccount												
Beginning Balance												
Deposits to Fund:												
Amounts Collected from Islamorada												
0												
Uses of Funds:												
Capital Improvements												
0												
Transfers to Operating Account												
0												
Ending Balance												
0												
Average Annual Interest Rate												
3.00%												
Investment Earnings Recognized												
(U) 0												
Total Investment Earnings												
42	Investment Earnings (Unrestricted)	(U)	\$ 940,600	\$ 766,100	\$ 607,100	\$ 567,900	\$ 498,100	\$ 564,800	\$ 598,200	\$ 630,300	\$ 657,300	\$ 680,500
43	Restricted Investment Earnings	(R)	-	-	-	-	-	-	-	-	-	-
44	Total Interest Income		\$ 940,600	\$ 766,100	\$ 607,100	\$ 567,900	\$ 498,100	\$ 564,800	\$ 598,200	\$ 630,300	\$ 657,300	\$ 680,500
45	Annual Debt Service Payments		\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,234,177	\$ -	\$ -	\$ -	\$ -	\$ -

Footnotes:

[1] (U) = Investment Earnings unrestricted and assumed to be available to meet System expenditure requirements.

(R) = Investment Earnings restricted and assumed to not be available to meet System expenditure requirements.

Table 7

Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Projected Ten Year Wastewater Net Revenue Requirements

Line No.	Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Expenses											
1	Administration Department	\$ 2,478,507	\$ 2,554,750	\$ 2,633,525	\$ 2,714,895	\$ 2,798,955	\$ 2,885,803	\$ 2,975,546	\$ 3,068,290	\$ 3,164,151	\$ 3,263,397
2	Treatment Plant Department	3,442,382	3,596,215	3,756,495	3,923,678	4,098,028	4,279,563	4,468,794	4,666,009	4,871,208	5,085,906
3	Field Department	2,874,235	2,972,475	3,074,307	3,179,873	3,289,317	3,402,794	3,520,455	3,642,472	3,769,017	3,900,276
4	Maintenance Department	879,191	907,003	935,740	965,435	996,121	1,027,834	1,060,609	1,094,486	1,129,503	1,165,703
5	Non-Departmental	-	-	-	-	-	-	-	-	-	-
6	Incremental	-	300,000	300,000	485,000	300,000	300,000	300,000	300,000	450,000	300,000
7	Total Operating Expenses	\$ 9,674,315	\$ 10,330,443	\$ 10,700,068	\$ 11,268,880	\$ 11,482,421	\$ 11,895,994	\$ 12,325,404	\$ 12,771,258	\$ 13,383,879	\$ 13,715,282
Other Revenue Requirements											
Annual Debt Service											
8	2005 SRF Loan WW46401P	\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,234,177	\$ -	\$ -	\$ -	\$ -	\$ -
9	Total Annual Debt Service	\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,558,961	\$ 1,234,177	\$ -	\$ -	\$ -	\$ -	\$ -
Less Use of Grants and Assessment for Payment of Debt:											
10	System Development Charges (Assessments)	(1,558,961)	(1,558,961)	(1,558,961)	(1,465,173)	(670,736)	-	-	-	-	-
11	Monroe County ILA Principal Payments	0	0	0	(93,788)	0	0	0	0	0	0
12	ACOF Grant Revenues	0	0	0	0	0	0	0	0	0	0
13	Net Annual Debt Service Funded from Rates	\$ -	\$ -	\$ -	\$ -	\$ 563,441	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers and/or Other Payments From Rates											
14	Capital Expenditures Funded From Rates	\$ 24,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000
15	Renewal and Replacement (R&R) Fund Requirement	1,200,000	484,600	485,700	486,600	487,400	488,000	488,500	488,800	489,000	489,000
16	R&R Transfer from Assessment/ILA Payments/ACOE	5,841,786	3,586,616	2,844,211	2,021,212	1,990,000	2,105,617	2,102,918	2,100,219	2,039,816	2,019,935
17	R&R Deposit from Stewardship Grant Receipts	7,795,074	9,385,751	9,171,786	7,268,765	4,586,373	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
18	R&R Deposit from Islamorada RTPRR	96,600	96,800	97,000	97,200	97,400	97,500	97,700	97,900	98,100	98,300
19	Transfers to Operating Account	0	0	0	0	0	0	0	0	0	0
20	Total Other Revenue Requirements	\$ 14,957,460	\$ 13,768,767	\$ 12,813,697	\$ 10,088,777	\$ 7,376,173	\$ 5,406,117	\$ 5,404,118	\$ 5,401,919	\$ 5,341,916	\$ 5,322,235
21	Total Gross Revenue Requirements	\$ 24,631,775	\$ 24,099,210	\$ 23,513,765	\$ 21,357,657	\$ 19,422,034	\$ 17,302,111	\$ 17,729,521	\$ 18,173,176	\$ 18,725,795	\$ 19,037,518
Less Revenues from Other Sources											
22	Miscellaneous Revenues	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
23	Investment Earnings	940,600	766,100	607,100	567,900	498,100	564,800	598,200	630,300	657,300	680,500
24	Islamorada Flow Charge Revenue	1,186,505	1,188,878	1,191,256	1,193,638	1,196,026	1,198,418	1,200,815	1,203,216	1,205,623	1,208,034
25	Islamorada RTPRR Revenues	96,600	96,800	97,000	97,200	97,400	97,500	97,700	97,900	98,100	98,300
26	Islamorada Insurance Surcharge	69,300	72,800	76,400	80,200	84,300	88,500	92,900	97,500	102,400	107,500
27	Assessment Revenues After Payment of Debt	1,726,786	1,471,616	729,211	0	0	115,617	112,918	110,219	49,816	29,935
28	Monroe ILA Revenue After Payment of Debt	2,125,000	125,000	125,000	31,212	0	0	0	0	0	0
29	ACOF Grant Revenues After Payment of Debt	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000	1,990,000
30	Stewardship Grant Receipts	7,795,074	9,385,751	9,171,786	7,268,765	4,586,373	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
31	Transfers From Operating Account (Rate Stabilization)	0	0	0	0	0	0	0	0	0	0
32	Net Revenue Requirements	\$ 8,651,910	\$ 8,952,265	\$ 9,476,012	\$ 10,078,742	\$ 10,919,836	\$ 10,697,276	\$ 11,086,989	\$ 11,494,041	\$ 12,072,556	\$ 12,373,248
Sales Revenues from Wastewater Rates											
33	Wastewater Rate Revenue at Existing Rates	\$ 7,641,508	\$ 7,663,352	\$ 7,682,207	\$ 7,698,013	\$ 7,710,721	\$ 7,720,291	\$ 7,726,690	\$ 7,729,896	\$ 7,729,896	\$ 7,729,896
34	Cumulative Prior Year Rate Adjustment %	0.00%	7.90%	15.80%	23.70%	31.60%	39.50%	44.06%	48.62%	53.18%	57.74%
35	Cumulative Prior Year Rate Adjustment Revenue	0	605,405	1,213,789	1,824,429	2,436,588	3,049,515	3,404,380	3,758,275	4,110,759	4,463,242

Table 7

Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study

Projected Ten Year Wastewater Net Revenue Requirements

Line No.	Description	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
	Current Year Rate Adjustment										
36	Current Year Rate Adjustment Effective Month	7.90%	7.32%	6.82%	6.39%	6.00%	3.27%	3.17%	3.07%	2.98%	2.89%
37	% of Current Year Effective	75.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
38	Total Revenue from Current Year Adjustments	\$ 452,833	\$ 605,496	\$ 606,980	\$ 608,223	\$ 609,223	\$ 352,177	\$ 352,465	\$ 352,607	\$ 352,604	\$ 352,600
		\$ 0.47	\$ 1.18	\$ 0.24							
39	Total Rate Revenue After All Adjustments	\$ 8,094,341	\$ 8,874,253	\$ 9,502,976	\$ 10,130,665	\$ 10,756,532	\$ 11,121,983	\$ 11,483,535	\$ 11,840,778	\$ 12,193,259	\$ 12,545,738
40	Net Revenue Surplus/Deficiency	\$ (557,569)	\$ (78,011)	\$ 26,964	\$ 51,924	\$ (163,304)	\$ 424,707	\$ 396,546	\$ 346,737	\$ 120,702	\$ 172,490

Table 8

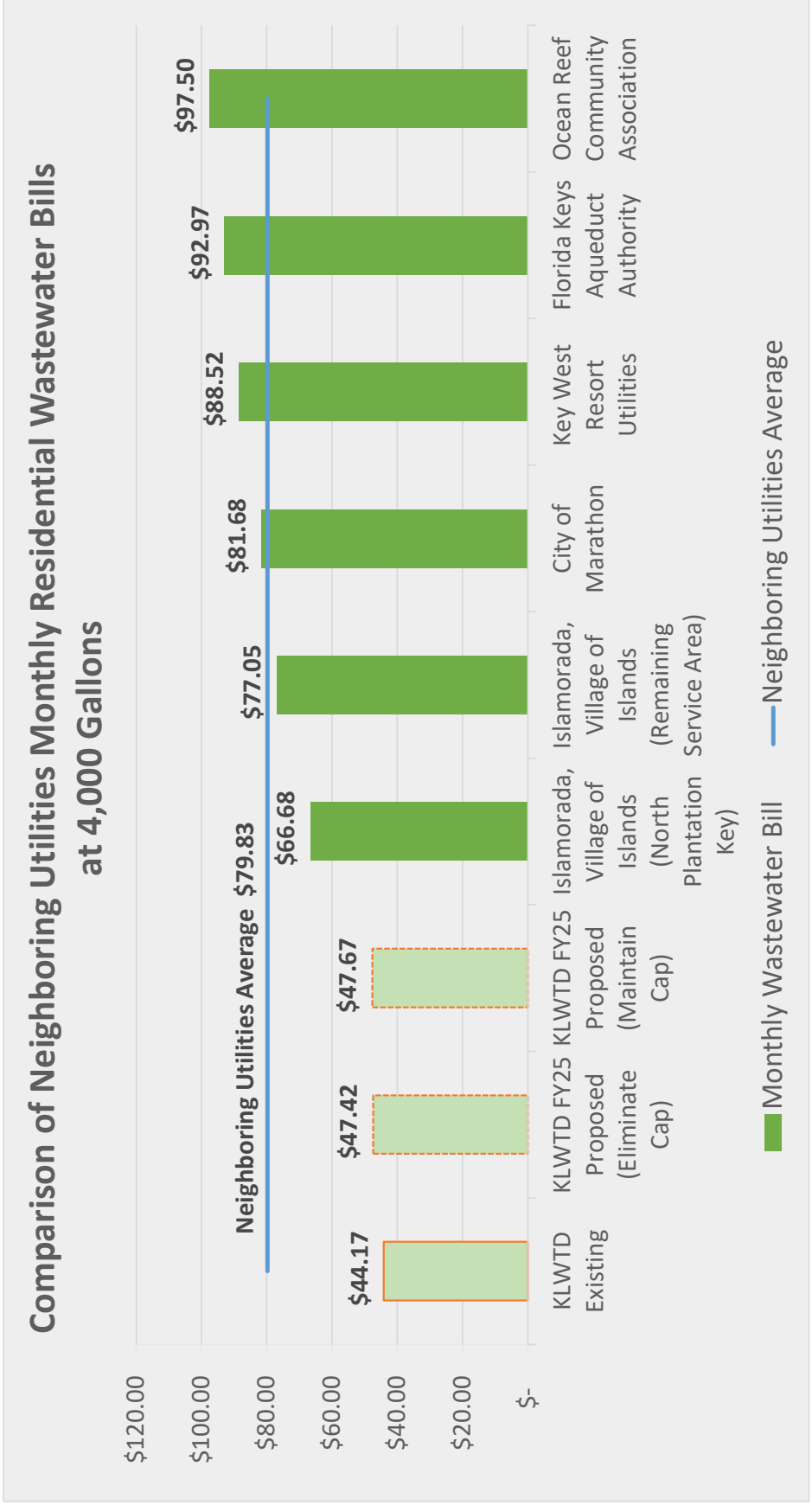
**Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study**

Schedule of Proposed Rates

Line No.	Description	Fiscal Year Ending September 30,					
		2024	2025	2026	2027	2028	2029
	<u>Maintain Billing Cap</u>						
1	Monthly Base Rate per EDU	\$ 27.13	\$ 29.27	\$ 31.41	\$ 33.55	\$ 35.69	\$ 37.83
2	Usage Charge per 1,000 Gallons	\$ 4.26	\$ 4.60	\$ 4.94	\$ 5.28	\$ 5.62	\$ 5.96
	<u>Remove Billing Cap</u>						
3	Monthly Base Rate per EDU	\$ 27.13	\$ 29.14	\$ 31.15	\$ 33.16	\$ 35.17	\$ 37.18
4	Usage Charge per 1,000 Gallons	\$ 4.26	\$ 4.57	\$ 4.88	\$ 5.19	\$ 5.50	\$ 5.81

Table 9

Key Largo Wastewater Treatment District, Florida
2024 Revenue Sufficiency Study



MEMO

To: Ms. Connie Fazio, Finance Director
Key Largo Wastewater Treatment District

From: Mr. Trevor McCarthy, Senior Consultant
Raftelis Financial Consultants, Inc.

Date: December 6, 2024

Re: Commissioner Questions from Raftelis Presentation on October, 15 2024

FIXED VERSUS VARIABLE COST RECOVERY

Total retail base charge revenues were \$4,752,133 for calendar year 2023 compared with \$2,100,690 in volumetric charges. Base charge revenue makes up 63.8% of total retail revenues; this ratio is known as *fixed cost recovery*. The greater a utility's fixed cost recovery, the more stable and predictable are monthly revenues. Where seasonality, rain fall, and changes in customer habits affect potable water use, which in turn effects billed wastewater flows, the number of customers served by a utility typically changes in a gradual, more predictable manner. Another factor in the use of a base charge is equitability among rate payers. Base charges are often referred to as *readiness to serve charges*. The concept of readiness to serve recognizes that even if a customer returned no wastewater to the system for a period of time, there is a fixed cost associated with maintaining that customers capacity. In other words, the utility must be ready to serve that customer whenever they choose to initiate use of the system.

BILLED VERSUS TREATED FLOWS

In fiscal year 2023, the District's wastewater plant treated approximately 729,085,000 gallons of water, or an average of 1.997 million gallons per day. As with most utilities, District customers are billed for wastewater based upon their metered water consumption in addition to a monthly base charge. For residential customers, volumetric charges are capped at a maximum of 12,000 gallons per equivalent residential connection. Total revenue gallons for which volumetric charges were applied in fiscal year 2023 were approximately 911,116,000 gallons which is nearly 25% greater that the District's treated flows.

A variance between billed and treated flows is expected, since metered water flows only represent a proxy for wastewater returned to the system. All else equal, if the District could bill only for treated wastewater flows, the rate charged for each 1,000 gallons would need to be approximately 25% greater to recover the cost of operations.

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WASTEWATER TREATMENT COST PER 1,000 GALLONS

Determining the average cost to treat 1,000 gallons of wastewater requires the functionalization of operating costs. Based on discussions with staff, an estimate of treatment related operating expenses was identified based on each budgetary department's relation to wastewater treatment.

Description	Allocation	Amount
Administration	50%	\$1,239,254
Plant	100%	\$3,442,382
Field	0%	\$---
Facilities	50%	\$439,596
Total		\$5,121,232
Treated Flows 000s of gallons)		729,085
Cost per 1,000 Gallons		\$7.02

The costs associated with operating a wastewater utility are generally 75% to 85% fixed, which in turn means that incremental changes in treated flows have a minimal effect on the overall cost of providing service.

Key Largo

Wastewater Treatment District

2024 Wastewater Rate Study

Presented on December 17, 2024



Recap

- Raftelis performed a rate study in 2019 and 2022
 - › 2019 Study resulted in adoption of a 15% reduction
 - › 2022 Study resulted in an of an additional 5% reduction
 - Need for increases by FY25 identified
- 3 primary changes since last update:
 - › Projected retail rate revenues approximately 2% lower
 - › Projected FY25 operating expenses are 5% higher plus District staff indicate the need for \$300,000/yr in additional O&M cost beginning in FY26 for Collection System Action Plan
 - › Capital improvement plan has increased while the availability of future grant funding may decline



Recap (continued)

- Rate increases identified in order to:
 - Keep pace with inflation in operating expenses
 - FY25 budgeted O&M of \$9.7 million while retail/wholesale rate revenues projected at \$8.9 million (9% deficiency)
 - O&M estimated to increase 4% annually
 - Maintain cash adequate cash reserves
 - Minimum cash reserve target of 120 days of O&M plus 2 years of depreciation (≈\$13m in FY25)
 - Provide pay-as-you-go funding for capital projects
 - Maintain compliance with the rate covenant related to the outstanding SRF loan



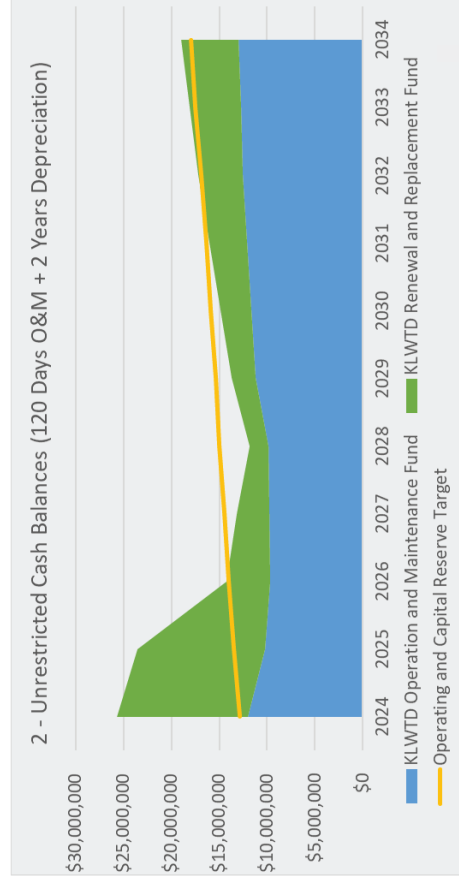
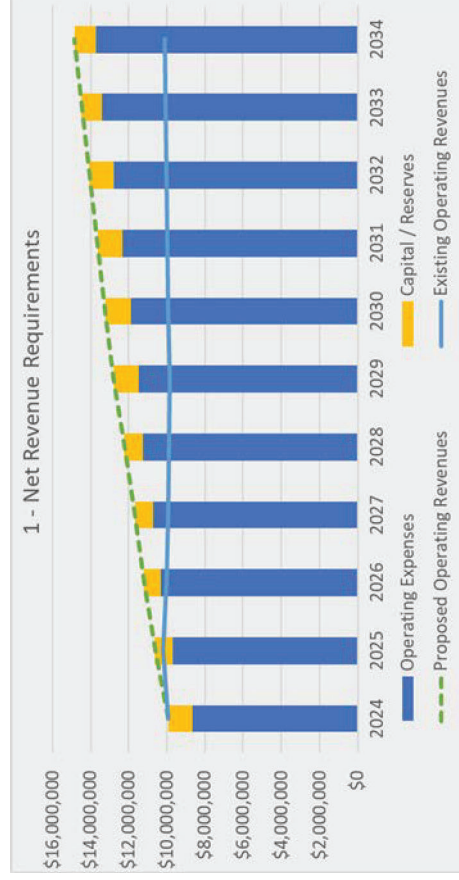
Proposed Rate Adjustments

Proposed Increases – Maintain Residential Sewer Cap

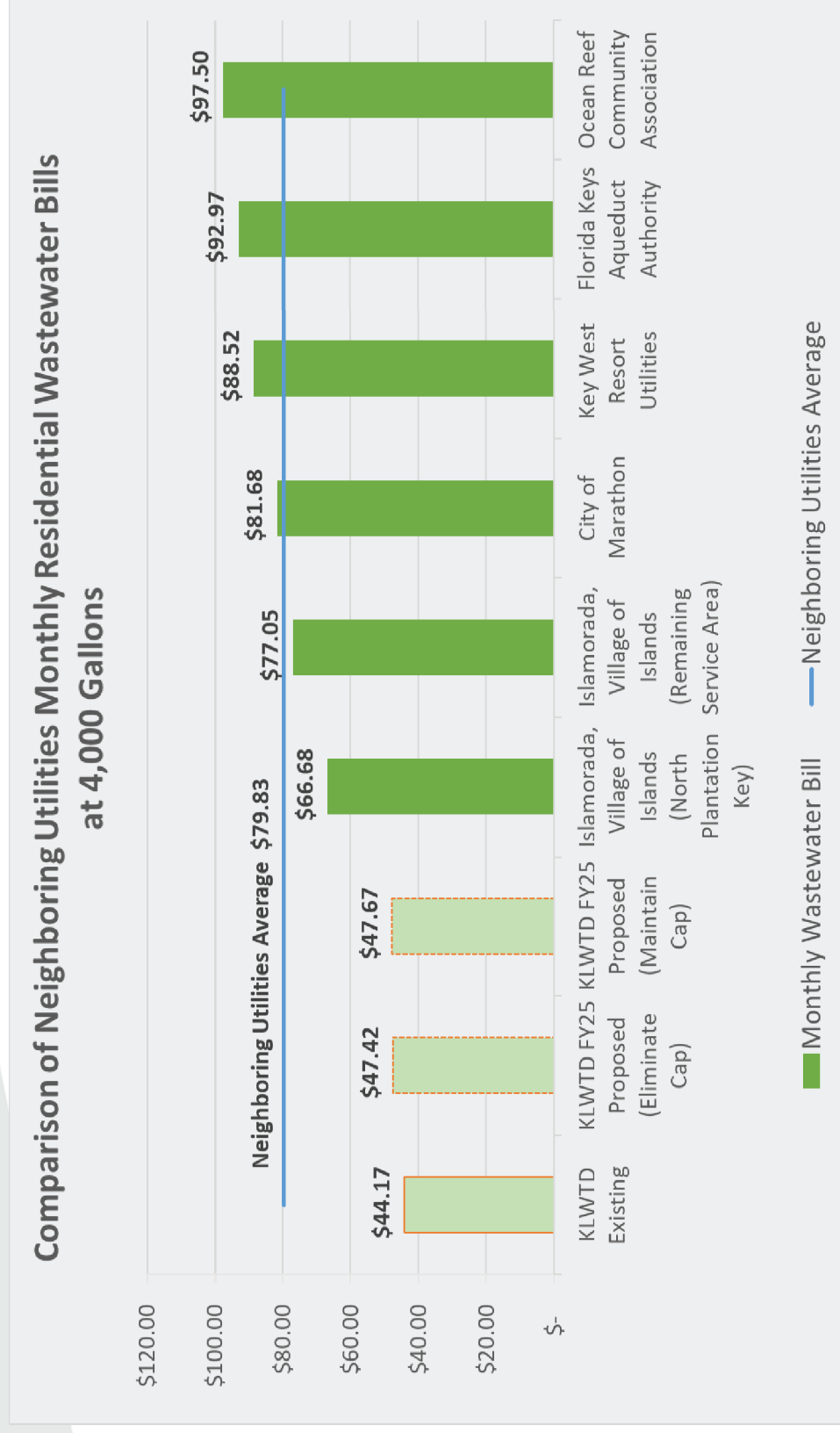
	Exist.	FY25	FY26	FY27*	FY28	FY29	FY30	FY31	FY32	FY33	FY34
Bill at 4,000 gallons	\$44.17	\$47.67	\$51.17	\$54.67	\$58.17	\$61.67	\$63.67	\$65.67	\$67.67	\$69.67	\$71.67
\$ Change	N/A	\$3.50	\$3.50	\$3.50	\$3.50	\$3.50	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00

Proposed Increases – Remove Residential Sewer Cap

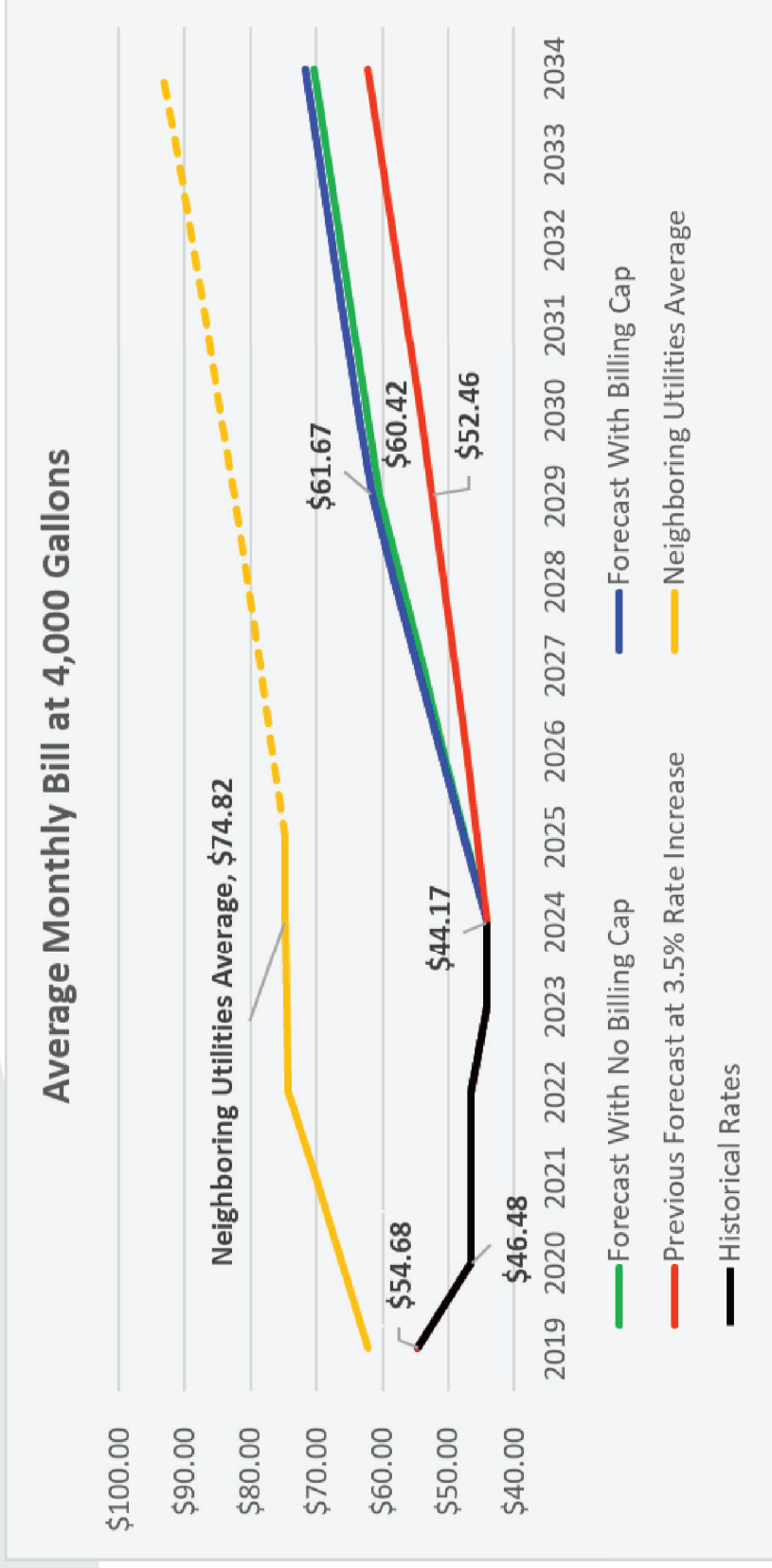
No Cap	Exist.	FY25	FY26	FY27*	FY28	FY29	FY30	FY31	FY32	FY33	FY34
Bill at 4,000 gallons	\$44.17	\$47.42	\$50.67	\$53.92	\$57.17	\$60.42	\$62.42	\$64.42	\$66.42	\$68.42	\$70.42
\$ Change	N/A	\$3.25	\$3.25	\$3.25	\$3.25	\$3.25	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00



Rate Comparison



Comparison of Current and Prior Rate Recommendations



- Neighboring utility average assumed to increase by 2.5% per year.

Alternative Rate Adjustments

Alternative Rate Increases – Maintain Residential Sewer Cap

	Exist.	FY25	FY26	FY27	FY28*	FY29	FY30	FY31	FY32	FY33	FY34
Bill at 4,000 gallons	\$44.17	\$47.17	\$50.17	\$53.17	\$56.17	\$59.17	\$62.17	\$65.17	\$68.17	\$71.17	\$74.17
\$ Change	N/A	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00

Alternative Rate Increases – Remove Residential Sewer Cap

No Cap	Exist.	FY25	FY26	FY27	FY28*	FY29	FY30	FY31	FY32	FY33	FY34
Bill at 4,000 gallons	\$44.17	\$46.92	\$49.67	\$52.42	\$55.17	\$57.92	\$60.67	\$63.42	\$66.17	\$68.92	\$71.67
\$ Change	N/A	\$2.75	\$2.75	\$2.75	\$2.75	\$2.75	\$2.75	\$2.75	\$2.75	\$2.75	\$2.75

Pros

- Lower rate increases in first 5 years compared with initial proposed rate path
- Rates not back to pre-rate decrease level until FY28

Cons

- Results in higher bill by the end of 10-yr forecast
- 30 days short of 120 days of O&M target at end of forecast
- Higher risk in short term



Summary of Rate Path Options

- The Proposed Rate Adjustments result in:
 - › Higher increases in the near-term (first 5 years)
 - › Lower average annual bill by year 10
 - › Higher cash reserve balances
 - › Less Risk
- The Alternate Rate Adjustments result in:
 - › Lower increases in the near-term
 - › Higher average annual bill by year 10
 - › Lower cash reserves but still above 365 days of O&M (except in FY28)
- Keep or eliminate 10,000 gallon cap on residential volumetric charge



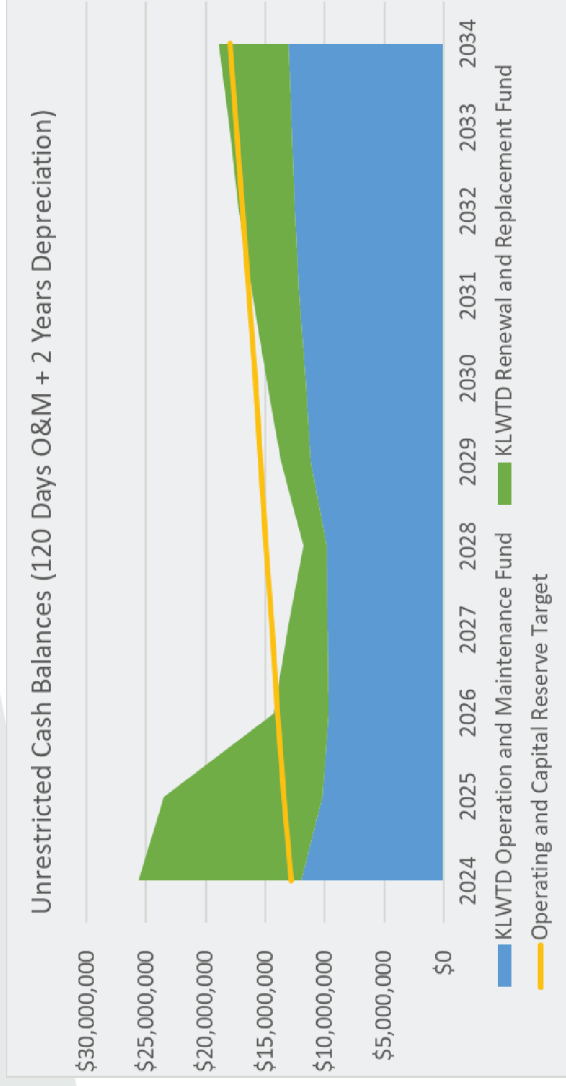
FAQs



Comparison of Projected Cash Balances

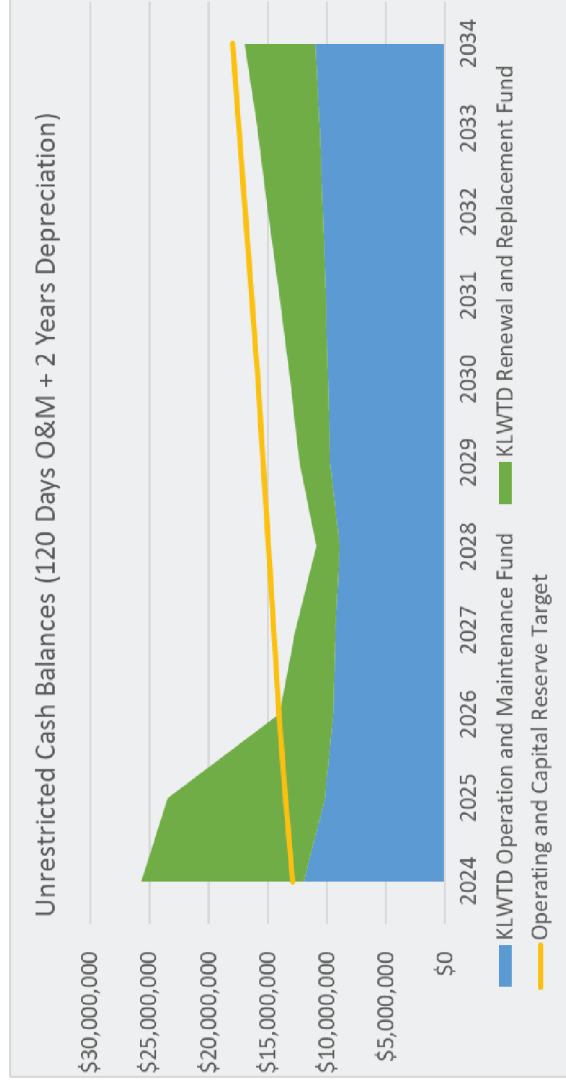
Proposed Rate Options

- Projected balance of \$18.9 million by FY34



Alternative Rate Options

- Projected balance of \$16.9 million by FY34



Proposed and Alternative Rates

Maintain Residential Sewer Cap

Description	FY25	FY26	FY27	FY28	FY29
Base Charge (per EDU)	\$29.27	\$31.41	\$33.55	\$35.69	\$37.83
Usage Charge (per kgal)	\$4.60	\$4.94	\$5.28	\$5.62	\$5.96

Proposed

Description	FY25	FY26	FY27	FY28	FY29
Base Charge (per EDU)	\$28.97	\$30.81	\$32.65	\$34.49	\$36.33
Usage Charge (per kgal)	\$4.55	\$4.84	\$5.13	\$5.42	\$5.71

Alternative

Remove Residential Sewer Cap

Description	FY25	FY26	FY27	FY28	FY29
Base Charge (per EDU)	\$29.14	\$31.15	\$33.16	\$35.17	\$37.18
Usage Charge (per kgal)	\$4.57	\$4.88	\$5.19	\$5.50	\$5.81

Proposed

Description	FY25	FY26	FY27	FY28	FY29
Base Charge (per EDU)	\$28.80	\$30.47	\$32.14	\$33.81	\$35.48
Usage Charge (per kgal)	\$4.53	\$4.80	\$5.07	\$5.34	\$5.61

Alternative



October 15, 2024 Presentation



Background

- Raftelis performed a Rate Study in 2019 and 2022
 - 2019 Study resulted in adoption of a 15% reduction in retail rates effective January 1, 2020
 - Strong cash balances and rates over recovering
 - Provided rate relief to customers
 - 2022 Study resulted in adoption of a 5% reduction in retail rates effective October 1, 2022
 - Rates set to cover operating expenses with the assumption grant funding would provide most of capital funding requirements
 - Study identified need for rate indexing by fiscal year 2025 to keep pace with inflation in operating costs

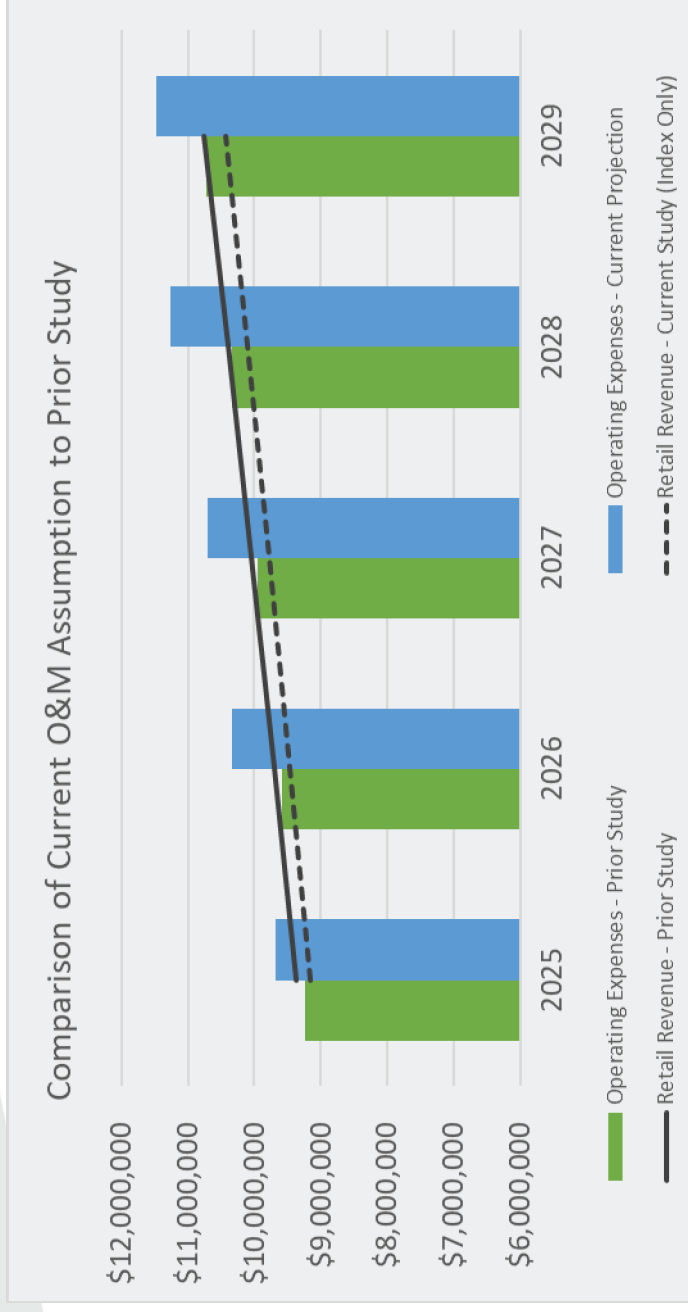


Background - Key Changes Since 2022 Rate Study

- Cashflow Differences:
 - Projected FY25 retail rate revenues approximately 2% lower
 - Projected FY25 operating expenses are 5% higher
 - Additionally, \$300,000/yr in O&M assumed in FY26 for District's Collection System Action Plan represents another 3% increase in O&M
- Capital and Grants:
 - FY25-29 CIP of \$72.2 million; more than twice the prior study's identified 5-year funding needs
 - Still offset by grant funding, assumed to fund 67% of CIP (\$48.2 m)
 - \$24 million funded from internal resources (R&R fund, cash reserves, rates)
- Debt Service:
 - Outstanding SRF loan matures in FY29
 - Projected outstanding balance at EOFY24: \$7 million @interest rate of 2.5%
- **Key takeaway:** Inflation in operating expenses, costs associated with new regulatory requirements, and capital needs greater than previously projected, while rate revenues slightly underperformed.



Prior vs Current Study Projections



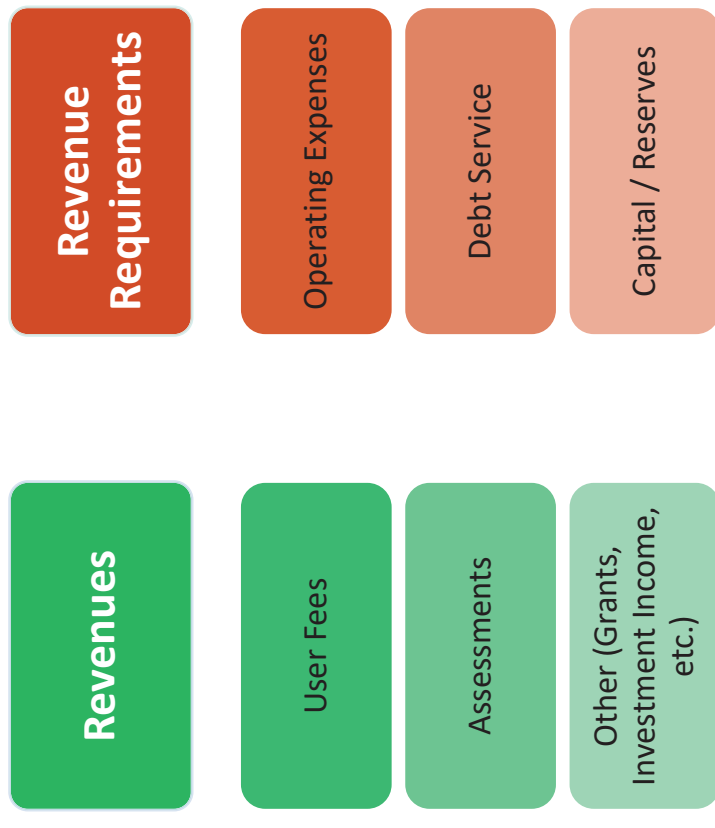
- Rate revenues 2% lower than prior projections
- Operating expenses 5% greater than prior projections



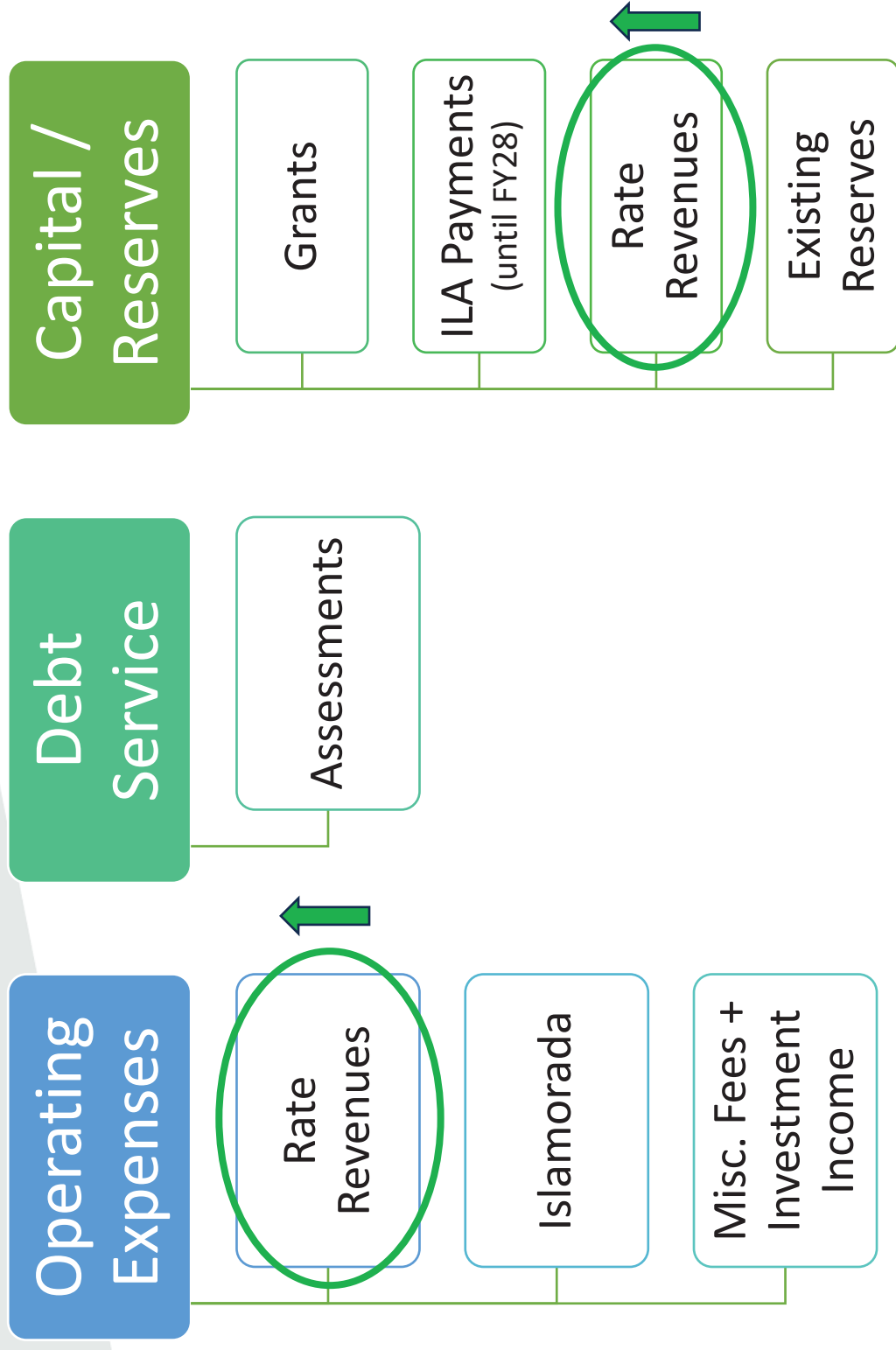
Methodology

- Updated Financial Forecast
 - FY24 base year + 10-year forecast
- Data Updated:
 - Customer accounts and demands
 - Past financial results & cash balances
 - Current budget & CIP
 - Escalation assumptions
 - Grant funding
- Primary Study Objectives:
 - Reassess funding needs & need for rate adjustments
 - Present Rate Options
 - Seek direction from Board

Determining Rate Adjustments



Methodology – Uses and Sources of Funds



Objectives and Findings

- Objective 1 – Recover Operating Expenses
 - FY25: Identified 10.5% rate increase to true-up rate revenues to cover operating expenses
 - FY26: An additional 7.0% increase to cover inflation and CSA plan O&M expenses
 - FY27+: Minimum 4.0% increases to keep pace with inflation
- Objective 2 – Maintain Operating and Capital Reserves
- Objective 3 – Meet overall revenue requirements (break-even cash flows) and debt service coverage
 - Phased approach
- Objective 4 – Evaluate need for rate adjustments with and without residential sewer cap
 - Identified eliminating billing cap allows reduction of monthly bill increase by \$0.25 in each of the fiscal years FY25-FY29



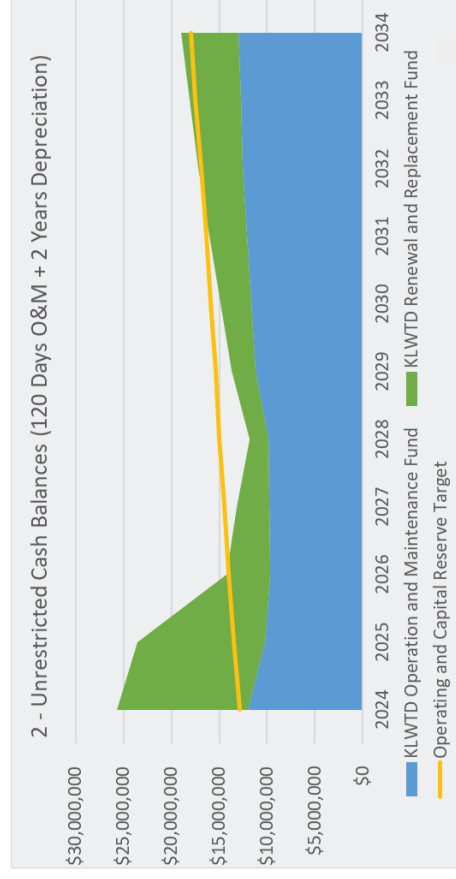
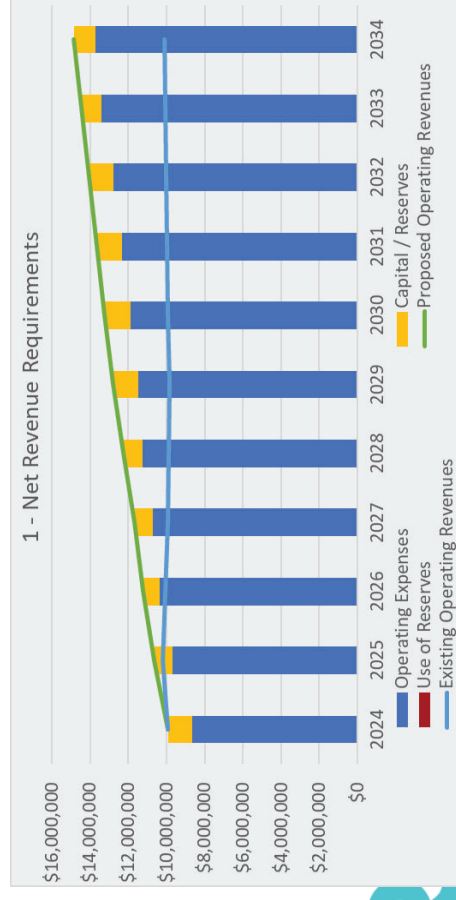
Proposed Rate Adjustments

Proposed Increases – Maintain Residential Sewer Cap

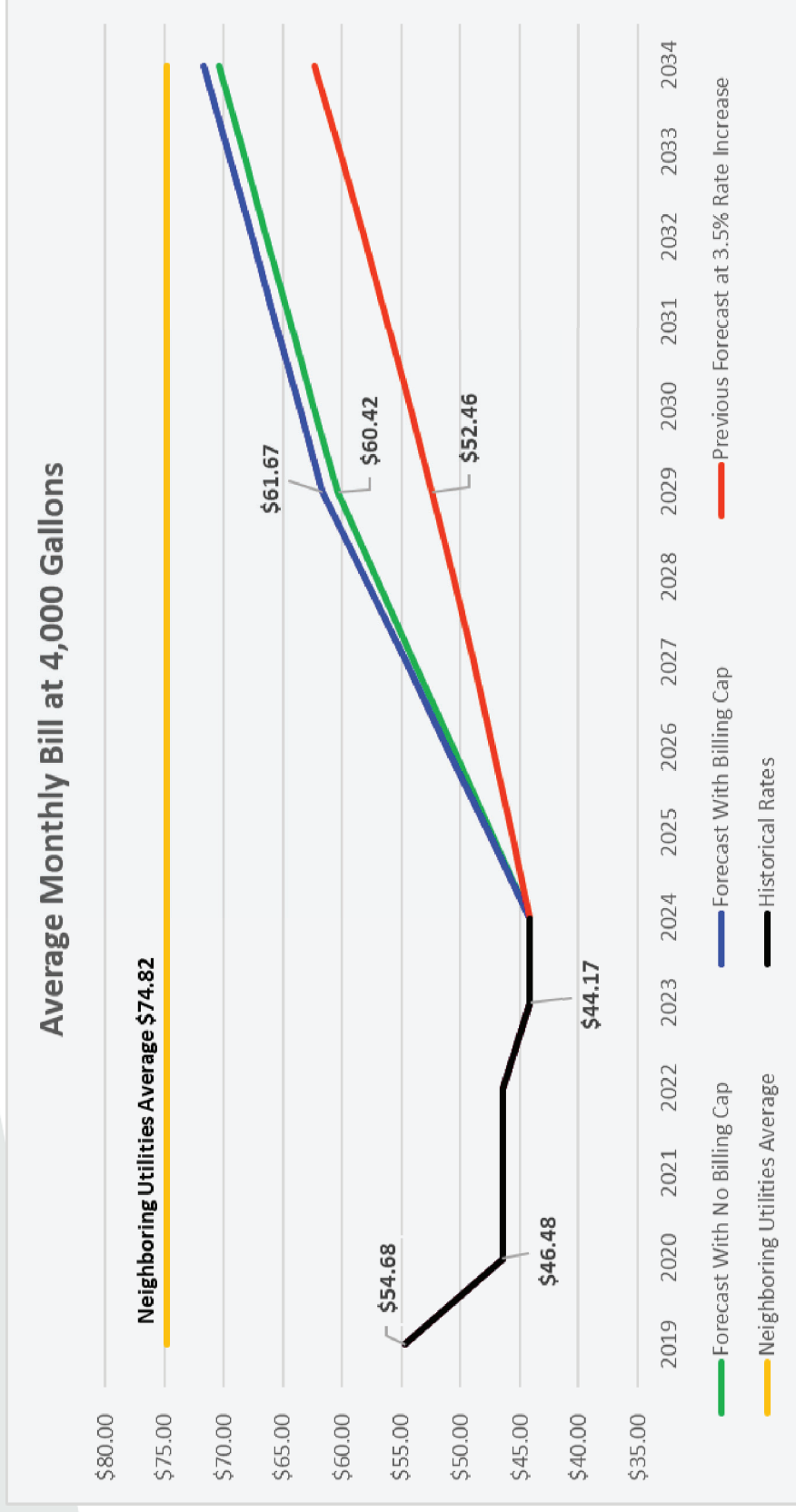
	Exist.	FY25	FY26	FY27*	FY28	FY29	FY30	FY31	FY32	FY33	FY34
Bill at 4,000 gallons	\$44.17	\$47.67	\$51.17	\$54.67	\$58.17	\$61.67	\$63.67	\$65.67	\$67.67	\$69.67	\$71.67
\$ Change	N/A	\$3.50	\$3.50	\$3.50	\$3.50	\$3.50	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00

Proposed Increases – Remove Residential Sewer Cap

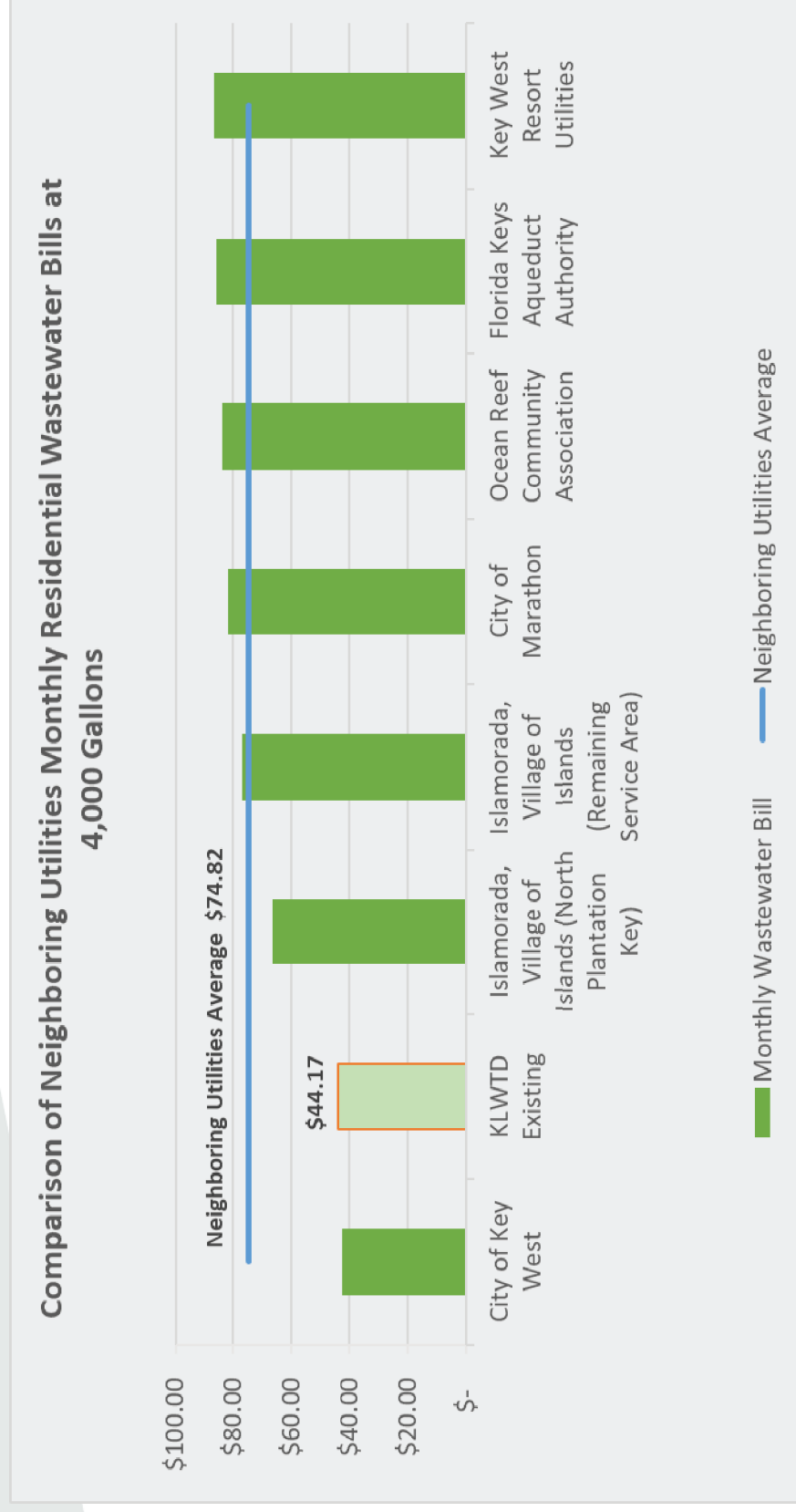
No Cap	Exist.	FY25	FY26	FY27*	FY28	FY29	FY30	FY31	FY32	FY33	FY34
Bill at 4,000 gallons	\$44.17	\$47.42	\$50.67	\$53.92	\$57.17	\$60.42	\$62.42	\$64.42	\$66.42	\$68.42	\$70.42
\$ Change	N/A	\$3.25	\$3.25	\$3.25	\$3.25	\$3.25	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00



Comparison of Current and Prior Rate Recommendations



Rate Comparison



Proposed Rates

Maintain Residential Sewer Cap

Description	FY25	FY26	FY27	FY28	FY29
Base Charge (per EDU)	\$29.27	\$31.41	\$33.55	\$35.69	\$37.83
Usage Charge (per kgal)	\$4.60	\$4.94	\$5.28	\$5.62	\$5.96

Remove Residential Sewer Cap

Description	FY25	FY26	FY27	FY28	FY29
Base Charge (per EDU)	\$29.14	\$31.15	\$33.16	\$35.17	\$37.18
Usage Charge (per kgal)	\$4.57	\$4.88	\$5.19	\$5.50	\$5.81



Conclusions

- Prior study identified need to raise rates by FY25
- Recommend raising rates at level higher than previously forecast
- Higher inflation, costs related to regulatory requirements, and increases in capital funding needs are the main drivers of the proposed rate increases
- The proposed rate adjustments maintain average residential bills below the survey average
- Recommend adopting a 5-yr rate plan (FY25-FY29) and that the sufficiency of rates be reviewed after 3 years or if significant changes occur





Thank you!

Raftelis Contacts:

Thierry Boveri, CGFM, Vice President tboveri@raftelis.com

Trevor McCarthy, CGFM, Senior Consultant tmccarthy@raftelis.com

Tristen Townsend, Consultant ttownsend@raftelis.com

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

Meeting Date:

December 17, 2024

Agenda Item Number: H-1

Action Required:

No

Department:

Customer Service

Sponsor:

Connie Fazio

Subject:

Customer Service Report - November 2024

Summary:

Ms. Fazio will present the Customer Service monthly report.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____ Date: _____
General Manager

Key Largo Wastewater Treatment District Customer Service Report

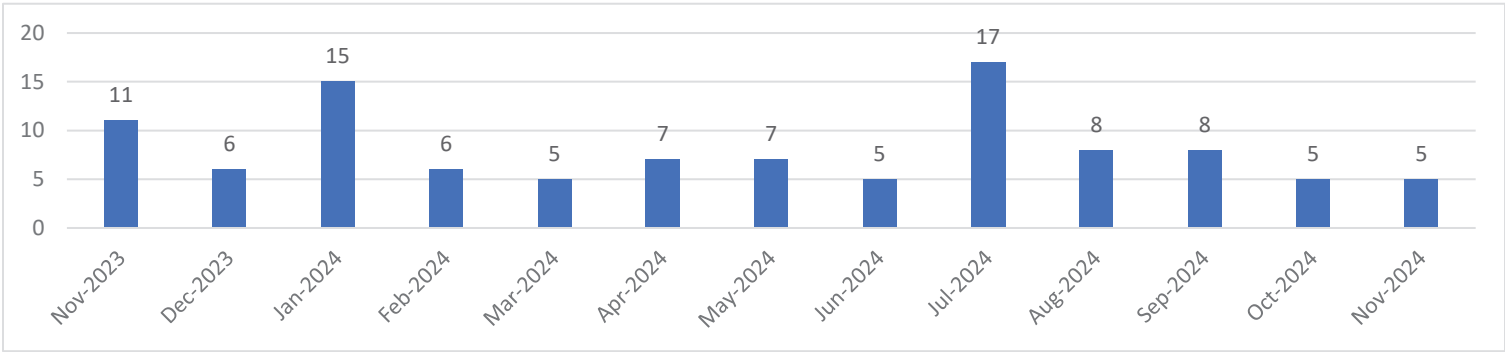
November 2024

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

Customer Service Requests

	3
	9
	2

Number of Completed Wastewater Connection



Completed Wastewater Connections Consists of The Following:

- 1 - New Residential Connection
- 4 – Residential Reconnections

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

Meeting Date:

December 17, 2024

Agenda Item Number: I-1

Action Required:

No

Department:

IT

Sponsor:

ENS

Subject:

IT Report - November 2024

Summary:

ENS will present the IT monthly report.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____ Date: _____
General Manager

IT

The IT Department received 315 tickets and completed 310 tickets in November

Project	Cost	Description
GIS Emergency applications project	\$18,960.00 One time	• Training with FTC is still on going. • Ordered Upgraded workstation for Brandon to be able to process CAD files. • FTC training report listed below.
BSA Cloud Migration	Modules - Annual Fee \$39,545 Upgrade Implementation \$39,600 Total Proposed \$79,145.	• BSA went Live on 12/05/24. • Remote Go-Live Assistance from 12/05/24 to 12/20/24. • Coordinating training with staff. • Training on going.

TRAINING REPORT

Past Training

1. Reviewing the folder Structure from the shared drive.
 - a. _Training Documents
 - b. Asbuilts
 - c. Data
 - d. Georeference
 - e. Maps
 - f. Project
 - g. Table
2. Pro Map Overview
 - a. Reviewing the tabs in the ribbon.
 - b. Reviewing the difference between saving the map vs the layers.

- c. Reviewing Content pane
 - i. Turning layers on and off
 - ii. Opening Attribute Table
 - iii. Layer property
 - iv. Seeing the data sources
 - v. Turning on and off layers selecting
 - vi. Turning on and off layers editing
 - d. Reviewing Catalog
 - i. Locating share drive
 - ii. Portal to the online
 - e. Advise map setup – Popups ready to use.
 - i. Catalog Pane
 - ii. Attribute Pane
 - iii. Create Feature
 - iv. Modify Feature
 - v. Locate Add
- 3. Learn how to add and edit points.
 - a. Worked on the map updated points
 - b. Added points
 - c. Modify vertices of a line
 - d. Edited attribute table
- 4. Georeferenced PFD – (Ongoing)
 - a. Learning the tools
 - i. Move
 - ii. Scale
 - iii. Rotate
 - iv. Add transparent (If needed)
 - b. Used the parcels as guide
 - i. How to add and subtract control points.
 - ii. Learn how to strategically add control points.
- 5. Adding visualization to the AGOL pro map
 - a. To help with overwriting layers seamlessly.
- 6. Overwriting Layers
- 7. Copying symbology from another layer.

Upcoming Training

- 1. Viewing CAD on Pro Map

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

Meeting Date:

December 17, 2024

Agenda Item Number: J-1

Action Required:

No

Department:

Budget and Finance

Sponsor:

Connie Fazio

Subject:

Budget and Finance Report - November 2024

Summary:

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

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____ Date: _____
General Manager

November 2024

Budget and Finance Report

Long-Term Debt Summary	
SRF Loan KLNC 46401P	\$7,267,175.75

Next payment: January 2025: \$779,480.33

	Cash Flow	
	Deposits	Expenditures
Wastewater Billing Deposits Received	\$521,665.22	
Assessment Revenue Received (Non-Ad Valorem & SDC Prepayments)	\$618,623.67	
Islamorada Revenue	\$121,161.05	
Interest Income	\$116,755.44	
Misc. Revenue (includes Stewardship and ACOE reimbursements, if applicable)	\$1,162,293.88	
District Expenditures (checks written)		\$1,112,478.14
Payroll		\$208,027.73
Total:	\$2,419,338.21	\$1,320,505.87

FKAA Wastewater Revenue Statistics

Date	Number of Customers Billed	WW Revenue Received	Date	Number of Customers Billed	WW Revenue Received
Dec. 2022	10,114 (9,224 Residential 890 Commercial)	\$628,476.82	Dec. 2023	10,154 (9,275 Residential 879 Commercial)	\$638,428.80
Jan. 2023	10,129 (9,236 Residential 893 Commercial)	\$604,896.94	Jan. 2024	10,160 (9,278 Residential 882 Commercial)	\$534,961.66
Feb. 2023	10,123 (9,239 Residential 884 Commercial)	\$600,360.56	Feb. 2024	10,153 (9,274 Residential 879 Commercial)	\$431,382.57
March 2023	10,148 (9,266 Residential 882 Commercial)	\$655,947.71	March 2024	10,170 (9,286 Residential 884 Commercial)	\$863,381.29
April 2023	10,141 (9,255 Residential 886 Commercial)	\$603,364.07	April 2024	10,195 (9,317 Residential 878 Commercial)	\$599,239.78
May 2023	10,168 (9,286 Residential 882 Commercial)	\$641,650.94	May 2024	10,212 (9,335 Residential 877 Commercial)	\$646,584.43
June 2023	10,164 (9,281 Residential 883 Commercial)	\$610,223.04	June 2024	10,182 (9,304 Residential 878 Commercial)	\$624,252.64
July 2023	10,140 (9,260 Residential 880 Commercial)	\$644,707.07	July 2024	10,212 (9,331 Residential 881 Commercial)	\$633,246.33
Aug 2023	10,167 (9,282 Residential 885 Commercial)	\$599,881.28	Aug 2024	10,213 (9,334 Residential 879 Commercial)	\$631,716.35
Sept. 2023	10,141 (9,258 Residential 883 Commercial)	\$693,024.47	Sept. 2024	10,200 (9,324 Residential 876 Commercial)	\$606,633.56
Oct. 2023	10,158 (9,275 Residential 883 Commercial)	\$570,143.86	Oct. 2024	FKAA Stats not available as of 12/4/24	\$582,351.40
Nov. 2023	10,152 (9,272 Residential 880 Commercial)	\$567,443.79	Nov. 2024	FKAA Stats not available as of 12/4/24	\$521,665.22
Total Revenue from Dec 2022 Through Nov 2023		\$7,420,120.55	Total Revenue from Dec 2023 Through Nov 2024		\$7,313,844.03

Oct and Nov 2024 Credit Card Fee Info

CC Total of KLWTD Customer Payments to FKAA

CC Total x 2.5% Fee Total Cost to KLWTD

N/A

N/A

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

Meeting Date:

December 17, 2024

Agenda Item Number: J-2

Action Required:

No

Department:

Budget and Finance

Sponsor:

Connie Fazio

Subject:

FY24 4th Quarter Financial Reports

Summary:

Ms. Fazio will present the 4th quarter financial reports for 2024.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Revenue and Expenditure Report

Approved By: _____ **Date:** _____
General Manager



KLWTD UNAUDITED REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 9/30/2024

GL NUMBER		DESCRIPTION	YTD BALANCE 09/30/2024	2023-24 ADOPTED BUDGET	% BDGT USED
Fund 401 - GENERAL FUND					
Revenues					
Dept 0000 - Non-Departmental					
1	401-0000-325.100.00	Non Ad Valorem Assessments	3,394,692.50	3,203,238.00	105.98
2	401-0000-343.500.00	Wastewater Service Revenue	7,361,276.89	7,600,000.00	94.86
3	401-0000-343.550.01	Islamorada Wastewater Flow Revenue	1,509,585.62	1,300,000.00	97.64
4	401-0000-343.550.02	Salinity Surcharge - Islamorada	71,986.66	0.00	100.00
5	401-0000-343.550.03	Islamorada Insurance Surcharge	65,670.19	55,000.00	119.40
6	401-0000-343.600.00	Monroe County ILA	2,125,000.00	2,125,000.00	100.00
7	401-0000-361.100.00	Interest Income	1,381,566.66	900,000.00	153.51
8	401-0000-369.900.00	Miscellaneous Revenues	105,408.61	50,000.00	210.82
Total Dept 0000 - Non-Departmental			16,015,187.13	15,233,238.00	105.13
Dept 5900 - CAPITAL IMPROVEMENTS					
9	401-5900-325.100.01	SDC Prepayments	180,597.60	40,000.00	451.49
10	401-5900-334.350.01	ACOE Grant Revenue	2,835,864.63	2,000,000.00	141.79
11	401-5900-334.350.02	Stewardship Grant	4,164,356.07	9,627,886.00	31.23
12	401-5900-389.000.00	Cash on Hand	0.00	(378,095.00)	0.00
13	401-5900-389.000.01	Planned Use of Reserves	0.00	2,695,558.00	0.00
Total Dept 5900 - CAPITAL IMPROVEMENTS			7,180,818.30	13,985,349.00	51.35
TOTAL REVENUES			23,196,005.43	29,218,587.00	79.39
Expenditures					
Dept 0000 - Non-Departmental					
14	401-0000-581.000.01	Transfer to Repair & Replacement Fund	1,200,000.00	1,200,000.00	0.00
15	401-0000-581.000.04	Insurance Reserves - Self Insurance	1,500,000.00	1,500,000.00	0.00
16	401-0000-720.000.00	Debt Service Transfer	1,558,960.66	1,558,961.00	100.00
Total Dept 0000 - Non-Departmental			4,258,960.66	4,258,961.00	100.00
Dept 5130 - ADMINISTRATIVE					
17	401-5130-110.000.00	Payroll-Board Meeting Compensation	56,173.17	66,740.00	84.17
18	401-5130-120.000.00	Payroll-Administration	535,820.08	532,352.00	100.65
19	401-5130-210.000.00	Payroll Taxes	44,236.65	45,830.00	96.52
20	401-5130-220.000.00	Retirement Contributions	21,633.32	35,945.00	60.18
21	401-5130-230.000.00	Group Health Premiums	69,107.62	75,429.00	91.62
22	401-5130-230.001.00	Employee Benefit Administration Fees	0.00	500.00	0.00
23	401-5130-230.002.00	Group Life Insurance	822.00	924.00	88.96
24	401-5130-240.000.00	Workers Compensation Insurance	1,050.44	1,800.00	58.36
25	401-5130-250.000.00	Unemployment Compensation	0.00	10,000.00	0.00
26	401-5130-311.000.00	Professional Services: Website & Misc.	15,128.00	6,700.00	225.79

	GL NUMBER	DESCRIPTION	YTD BALANCE 09/30/2024	2023-24 ADOPTED BUDGET	% BDGT USED
27	401-5130-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	1,407.56	1,500.00	93.84
28	401-5130-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	2,375.00	3,000.00	79.17
29	401-5130-311.000.03	Prof. Svcs: Managed IT Services	20,400.00	23,100.00	88.31
30	401-5130-311.000.05	Professional Svcs: NWPS 457(b) Admin Fee	0.00	3,500.00	0.00
31	401-5130-311.000.07	Professional Svcs: IT Security Svcs	22,080.00	30,000.00	73.60
32	401-5130-311.000.11	Professional Services: Safety Training	475.00	0.00	100.00
33	401-5130-311.000.14	Professional Svcs: Mobile Device Mgmt	4,080.00	3,060.00	133.33
34	401-5130-311.002.00	Professional Svcs: FKAA Billing Services	289,146.78	300,000.00	96.38
35	401-5130-311.003.00	Professional Svcs: Tax Collector Fees	5,243.24	11,000.00	47.67
36	401-5130-311.004.00	Professional Svcs: Utility Rate Consult	24,980.00	0.00	100.00
37	401-5130-311.005.00	Professional Svcs: Tax Roll Svc	0.00	1,700.00	0.00
38	401-5130-311.006.00	Professional Svcs: Engineering	7,853.75	10,000.00	78.54
39	401-5130-312.000.01	Professional Svcs: Lobbyists-Henderson	60,050.00	60,100.00	99.92
40	401-5130-312.000.02	Professional Svcs: Lobbyists-Hicks	45,000.00	45,000.00	100.00
41	401-5130-313.001.13	Professional Svcs: Legal-General Counsel	96,210.00	96,210.00	100.00
42	401-5130-313.001.14	Professional Svcs: Legal-Outside Counsel	23,784.33	10,000.00	237.84
43	401-5130-320.000.01	Professional Svcs: Accounting/Audit Svcs	34,000.00	34,000.00	100.00
44	401-5130-320.000.02	Professional Svcs: Finance Director	86,589.00	86,589.00	100.00
45	401-5130-320.000.03	Professional Svcs: General Manager Svcs.	151,797.96	151,798.00	100.00
46	401-5130-341.000.02	BSA Software	20,844.00	23,100.00	90.23
47	401-5130-341.000.04	GIS Services (ESRI)	10,000.00	10,200.00	98.04
48	401-5130-341.000.05	Email Applications/Microsoft/Google Apps	27,465.66	16,000.00	171.66
49	401-5130-341.000.11	Document Management (M-Files)	4,645.45	2,500.00	185.82
50	401-5130-400.000.01	General Manager Travel & Training	8,447.93	12,000.00	70.40
51	401-5130-400.000.02	Clerk Travel & Training	545.40	2,500.00	21.82
52	401-5130-400.000.03	Other Travel & Training	9,967.41	20,000.00	49.84
53	401-5130-410.000.02	Advanced Cellular Svc / AT&T FirstNet	5,584.32	5,500.00	101.53
54	401-5130-410.000.04	Internet (Comcast & AT&T)	6,539.50	6,300.00	103.80
55	401-5130-410.000.05	Telephones / Data Comms	1,659.30	900.00	184.37
56	401-5130-410.000.07	VOIP	2,904.00	3,600.00	80.67
57	401-5130-410.000.08	GPS / Fleet Services	234.00	275.00	85.09
58	401-5130-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	4,064.41	7,000.00	58.06
59	401-5130-411.000.03	IT: Software and Software Upgrades	47,197.75	16,500.00	286.05
60	401-5130-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	15,706.16	17,000.00	92.29
61	401-5130-420.000.00	Postage & Delivery Expense	1,805.56	2,700.00	66.87
62	401-5130-430.000.00	Water (Utility)-District Office	413.63	500.00	82.73
63	401-5130-432.000.00	Facility Cleaning	18,720.00	19,000.00	98.53
64	401-5130-432.001.00	Solid Waste	996.28	1,700.00	58.60
65	401-5130-435.000.00	Electricity	3,761.41	4,400.00	85.49
66	401-5130-440.000.00	Rents & Leases	172.99	1,000.00	17.30
67	401-5130-450.000.00	Insurance (excluding W-Comp & Health)	414,605.94	425,923.00	97.34
68	401-5130-460.000.01	Repairs & Maintenance: Grounds Keeping	2,625.00	3,000.00	87.50
69	401-5130-460.000.02	Repairs & Maintenance: Vehicles	423.19	200.00	211.60
70	401-5130-460.000.04	Repairs & Maintenance: Bldgs & Equip	8,857.70	9,200.00	96.28
71	401-5130-470.000.00	Copier	6,121.80	7,260.00	84.32
72	401-5130-480.000.00	Advertisements	4,266.26	5,000.00	85.33
73	401-5130-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
74	401-5130-492.000.00	Bank Fees	20.00	500.00	4.00
75	401-5130-510.000.01	Office Supplies	12,078.34	12,000.00	100.65

	GL NUMBER	DESCRIPTION	YTD BALANCE 09/30/2024	2023-24 ADOPTED BUDGET	% BDGT USED
76	401-5130-510.000.02	Printings	4,019.20	3,000.00	133.97
77	401-5130-510.000.03	Office Furnishings	1,788.93	2,500.00	71.56
78	401-5130-520.000.01	Employee Clothing/Uniforms	833.26	1,200.00	69.44
79	401-5130-520.007.00	Regulatory, Permit & Recording Fees	1,108.36	1,000.00	110.84
80	401-5130-520.010.02	Fuel: Vehicles	243.45	1,000.00	24.35
81	401-5130-521.000.00	Board: Travel, Admin, Office Supplies	5,655.07	6,000.00	94.25
82	401-5130-540.000.02	Clerk Dues	185.00	350.00	52.86
83	401-5130-540.000.03	Other Dues and Subscriptions	6,570.20	5,000.00	131.40
84	401-5130-645.000.00	Capital Outlay: IT Equipment	5,171.98	6,000.00	86.20
	Total Dept 5130 - ADMINISTRATIVE		2,285,692.74	2,310,585.00	98.92
	Dept 5351 - PLANT				
85	401-5351-120.000.00	Payroll-Plant	475,422.10	476,912.00	99.69
86	401-5351-210.000.00	Payroll Taxes	35,589.44	36,484.00	97.55
87	401-5351-220.000.00	Retirement Contributions	16,842.11	27,304.00	61.68
88	401-5351-230.000.00	Group Health Premiums	83,769.41	75,429.00	111.06
89	401-5351-230.002.00	Group Life Insurance	493.20	494.00	99.84
90	401-5351-240.000.00	Workers Compensation Insurance	10,225.81	11,000.00	92.96
91	401-5351-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	339.84	1,600.00	21.24
92	401-5351-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	4,680.00	6,000.00	78.00
93	401-5351-311.000.03	Prof. Svcs: Managed IT Services	20,400.00	23,100.00	88.31
94	401-5351-311.000.11	Professional Services: Safety Training	1,195.00	1,000.00	119.50
95	401-5351-311.006.00	Professional Services: Engineering	70,975.00	75,000.00	94.63
96	401-5351-311.006.01	Engineering: Islamorada Misc Engineering	15,607.50	10,000.00	156.08
97	401-5351-400.000.00	Training, Education & Travel	1,183.04	5,000.00	23.66
98	401-5351-410.000.02	Advanced Cellular Svc / AT&T FirstNet	963.66	1,000.00	96.37
99	401-5351-410.000.04	Internet (Comcast & AT&T)	6,156.87	6,300.00	97.73
100	401-5351-410.000.05	Telephones / Data Comms	2,485.58	10,120.00	24.56
101	401-5351-410.000.08	GPS / Fleet Services	234.00	275.00	85.09
102	401-5351-410.000.09	Radios / P25 MCSO Agreement	870.88	750.00	116.12
103	401-5351-410.000.10	Plant Gate Data Service	695.40	750.00	92.72
104	401-5351-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	2,268.57	5,000.00	45.37
105	401-5351-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	13,366.50	13,500.00	99.01
106	401-5351-420.000.00	Postage & Delivery Expense	24,942.08	28,000.00	89.08
107	401-5351-430.000.00	Water- Plant	4,445.37	5,000.00	88.91
108	401-5351-432.000.00	Facility Cleaning	4,120.00	4,500.00	91.56
109	401-5351-432.001.00	Solid Waste	8,543.74	12,000.00	71.20
110	401-5351-435.000.00	Electricity - Plant	405,307.57	465,000.00	87.16
111	401-5351-440.000.00	Rents & Leases	1,704.44	7,000.00	24.35
112	401-5351-460.000.01	Repairs & Maintenance: Grounds Keeping	1,248.69	6,000.00	20.81
113	401-5351-460.000.02	Repairs & Maintenance: Vehicles	4.72	1,000.00	0.47
114	401-5351-460.000.03	Repairs & Maintenance: Equipment	222,820.65	340,000.00	65.54
115	401-5351-460.000.04	Repairs & Maintenance: Buildings	17,244.32	40,000.00	43.11
116	401-5351-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
117	401-5351-510.000.01	Office Supplies	2,801.01	2,800.00	100.04
118	401-5351-510.000.03	Office Furnishings	612.06	1,500.00	40.80
119	401-5351-511.000.00	Safety Supplies	3,418.87	3,500.00	97.68
120	401-5351-520.000.00	Employee Uniforms / Clothing	1,464.27	1,500.00	97.62
121	401-5351-520.001.00	Lab Services (sample analysis)	41,715.00	50,000.00	83.43

	GL NUMBER	DESCRIPTION	YTD BALANCE 09/30/2024	2023-24 ADOPTED BUDGET	% BDGT USED
122	401-5351-520.002.00	Sludge Handling	657,743.58	800,000.00	82.22
123	401-5351-520.003.00	Chemicals	682,450.83	870,000.00	78.44
124	401-5351-520.004.00	Lab Supplies	29,641.89	30,000.00	98.81
125	401-5351-520.005.00	Supplies & Tools (plant operations)	14,375.89	12,000.00	119.80
126	401-5351-520.006.00	Immunizations	0.00	1,200.00	0.00
127	401-5351-520.007.00	Regulatory/ Permit Fees	0.00	1,000.00	0.00
128	401-5351-520.010.01	Fuel: Equipment	376.42	1,000.00	37.64
129	401-5351-520.010.02	Fuel: Vehicles	973.17	1,000.00	97.32
130	401-5351-520.010.03	Fuel: Generators	4,161.06	5,500.00	75.66
131	401-5351-540.000.00	Dues & Subscriptions	0.00	400.00	0.00
132	401-5351-644.000.00	Mechanical Integrity Testing Project	9,822.78	0.00	100.00
133	401-5351-645.000.00	Capital Outlay - Computer Equipment	0.00	5,000.00	0.00
Total Dept 5351 - PLANT			2,903,702.32	3,483,918.00	83.35
Dept 5352 - FIELD					
134	401-5352-120.000.00	Payroll-Field	1,254,706.94	1,252,382.00	100.19
135	401-5352-210.000.00	Payroll Taxes	94,893.85	95,807.00	99.05
136	401-5352-220.000.00	Retirement Contributions	51,407.54	73,127.00	70.30
137	401-5352-230.000.00	Group Health Premiums	199,007.44	201,145.00	98.94
138	401-5352-230.002.00	Group Life Insurance	1,249.70	1,344.00	92.98
139	401-5352-240.000.00	Workers Compensation Insurance	26,436.64	27,000.00	97.91
140	401-5352-311.000.01	Prof. Svcs: Alarm & Fire Monitoring	2,003.76	2,500.00	80.15
141	401-5352-311.000.02	Prof Svcs: Fire Systems Maintenance Svcs	16,620.00	17,000.00	97.76
142	401-5352-311.000.03	Prof. Svcs: Managed IT Services	20,400.00	23,100.00	88.31
143	401-5352-311.000.11	Professional Services: Safety Training	2,035.00	2,500.00	81.40
144	401-5352-311.006.00	Professional Services: Engineering	56,595.23	75,000.00	75.46
145	401-5352-311.006.01	Sea Level Rise Engineering Fees	20,925.00	20,000.00	104.63
146	401-5352-341.000.06	GPServ/Trimble	3,809.37	4,100.00	92.91
147	401-5352-341.000.13	GIS Upgrade	51,251.50	46,440.00	110.36
148	401-5352-400.000.00	Training, Education & Travel	5,520.96	11,000.00	50.19
149	401-5352-410.000.02	Advanced Cellular Svc / AT&T FirstNet	6,827.04	7,000.00	97.53
150	401-5352-410.000.04	Internet (Comcast & AT&T)	18,319.08	18,000.00	101.77
151	401-5352-410.000.05	Telephones / Data Comms	7,902.86	6,500.00	121.58
152	401-5352-410.000.08	GPS / Fleet Services	2,589.60	2,800.00	92.49
153	401-5352-410.000.09	Radios / P25 MCSO Agreement	3,918.96	3,750.00	104.51
154	401-5352-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	2,156.41	6,000.00	35.94
155	401-5352-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	16,543.68	16,500.00	100.26
156	401-5352-430.000.01	Water- Vac Station A	396.64	450.00	88.14
157	401-5352-430.000.02	Water- Vac Station D	357.51	350.00	102.15
158	401-5352-430.000.03	Water- Vac Station F	265.09	350.00	75.74
159	401-5352-430.000.04	Water- Vac Station G	341.67	450.00	75.93
160	401-5352-430.000.05	Water- Vac Station I - house	457.37	350.00	130.68
161	401-5352-430.000.06	Water- Vac Station I & Office	585.57	800.00	73.20
162	401-5352-430.000.07	Water- Vac Station JK	397.63	650.00	61.17
163	401-5352-430.000.09	Water- Humpty Dumpty	253.35	300.00	84.45
164	401-5352-430.000.10	Water- Harborage	254.18	300.00	84.73
165	401-5352-430.000.12	Water- Peter Pan	254.76	300.00	84.92
166	401-5352-432.000.00	Facility Cleaning	9,320.00	11,000.00	84.73
167	401-5352-432.001.00	Solid Waste	1,803.36	2,500.00	72.13

	GL NUMBER	DESCRIPTION	YTD BALANCE 09/30/2024	2023-24 ADOPTED BUDGET	% BDGT USED
168	401-5352-435.000.01	Electricity- Vac Station A	73,777.61	75,000.00	98.37
169	401-5352-435.000.02	Electricity- Vac Station D	69,903.95	75,000.00	93.21
170	401-5352-435.000.03	Electricity- Vac Station E	46,368.22	60,000.00	77.28
171	401-5352-435.000.04	Electricity- Vac Station F	1,772.72	2,500.00	70.91
172	401-5352-435.000.05	Electricity- Vac Station G	29,199.49	43,000.00	67.91
173	401-5352-435.000.06	Electricity- Vac Station I	11,158.65	12,000.00	92.99
174	401-5352-435.000.07	Electricity- Vac Station I - house	1,530.41	3,000.00	51.01
175	401-5352-435.000.08	Electricity- Vac Station I - office	1,561.96	2,000.00	78.10
176	401-5352-435.000.09	Electricity- Vac Station JK	51,712.21	55,000.00	94.02
177	401-5352-435.000.11	Electricity- Humpty Dumpty	635.55	1,000.00	63.56
178	401-5352-435.000.12	Electricity- Harborage	807.93	1,200.00	67.33
179	401-5352-435.000.13	Electricity-Coastal WW/Largo Pk Lift Sta	871.13	1,200.00	72.59
180	401-5352-435.000.14	Electricity-Peter Pan/Tweedy Pie	633.42	800.00	79.18
181	401-5352-440.000.00	Rents & Leases	0.00	5,000.00	0.00
182	401-5352-460.000.01	Repairs & Maintenance: Grounds Keeping	14,500.00	15,000.00	96.67
183	401-5352-460.000.02	Repairs & Maintenance: Vehicles	24,430.29	15,000.00	162.87
184	401-5352-460.000.03	Repairs & Maintenance: Equipment	195,894.09	160,000.00	122.43
185	401-5352-460.000.04	Repairs & Maintenance: Buildings	25,659.45	20,000.00	128.30
186	401-5352-460.000.05	Repairs & Maintenance: Collection System	77,042.99	100,000.00	77.04
187	401-5352-460.000.05-CS SEWER	Repairs & Maintenance: Coll Sys/Cust Svc	8,332.13	2,000.00	416.61
188	401-5352-460.000.08	Grinder Pump Monitoring	6,956.70	4,000.00	173.92
189	401-5352-470.000.00	Copier	1,952.32	1,980.00	98.60
190	401-5352-491.000.01	Storm Supplies & Preparation	0.00	2,000.00	0.00
191	401-5352-510.000.01	Office Supplies	2,653.84	2,500.00	106.15
192	401-5352-510.000.03	Office Furnishings	484.48	3,000.00	16.15
193	401-5352-511.000.00	Safety Supplies	2,865.02	6,000.00	47.75
194	401-5352-520.000.00	Employee Uniforms / Clothing	3,241.78	3,200.00	101.31
195	401-5352-520.005.00	Supplies and Tools (field operations)	41,043.53	46,004.00	89.22
196	401-5352-520.006.00	Immunizations	0.00	1,500.00	0.00
197	401-5352-520.010.01	Fuel: Equipment	849.33	2,000.00	42.47
198	401-5352-520.010.02	Fuel: Vehicles	38,420.18	40,000.00	96.05
199	401-5352-520.010.03	Fuel: Generators	5,694.00	8,500.00	66.99
200	401-5352-540.000.00	Dues & Subscriptions	0.00	100.00	0.00
201	401-5352-645.000.00	Capital Outlay - Computer Equipment	4,329.96	7,000.00	61.86
	Total Dept 5352 - FIELD		2,624,091.03	2,707,279.00	96.93
	Dept 5354 - FACILITIES				
202	401-5354-120.000.00	Payroll-Facilities	569,610.48	590,727.00	96.43
203	401-5354-210.000.00	Payroll Taxes	43,006.25	45,259.00	95.02
204	401-5354-220.000.00	Retirement Contributions	32,594.57	35,497.00	91.82
205	401-5354-230.000.00	Group Health Premiums	89,357.59	88,001.00	101.54
206	401-5354-230.002.00	Group Life Insurance	568.55	588.00	96.69
207	401-5354-240.000.00	Workers Compensation Insurance	11,801.65	15,000.00	78.68
208	401-5354-311.000.03	Prof. Svcs. Managed IT Services	20,400.00	23,100.00	88.31
209	401-5354-311.000.11	Professional Services: Safety Training	1,195.00	1,000.00	119.50
210	401-5354-400.000.00	Training, Education & Travel	2,737.04	10,000.00	27.37
211	401-5354-410.000.02	Advanced Cellular Svc / AT&T FirstNet	944.73	1,000.00	94.47
212	401-5354-410.000.08	GPS / Fleet Services	1,170.00	1,300.00	90.00
213	401-5354-410.000.09	Radios / P25 MCSO Agreement	2,177.20	1,875.00	116.12

	GL NUMBER	DESCRIPTION	YTD BALANCE 09/30/2024	2023-24 ADOPTED BUDGET	% BDGT USED
214	401-5354-411.000.02	IT:HARDWARE REPAIR-PARTS&MAINT UPGRADES	723.17	2,000.00	36.16
215	401-5354-411.000.05	Bus. Cont. & IT Disaster Rcvry & Backup	8,527.14	8,600.00	99.15
216	401-5354-432.000.00	Facility Cleaning	4,120.00	4,500.00	91.56
217	401-5354-460.000.02	Repairs & Maintenance: Vehicles	2,357.88	3,000.00	78.60
218	401-5354-460.000.03	Repairs & Maintenance: Equipment	0.00	1,200.00	0.00
219	401-5354-510.000.01	Office Supplies	1,266.27	1,000.00	126.63
220	401-5354-510.000.03	Office Furnishings	0.00	800.00	0.00
221	401-5354-511.000.00	Safety Supplies	115.57	1,500.00	7.70
222	401-5354-520.000.00	Employee Uniforms/ Clothing	1,680.40	1,500.00	112.03
223	401-5354-520.005.00	Supplies & Tools	13,760.60	22,000.00	62.55
224	401-5354-520.006.00	Immunizations	0.00	1,500.00	0.00
225	401-5354-520.010.02	Fuel: Vehicles	5,429.20	7,500.00	72.39
226	401-5354-645.000.00	Capital Outlay - Computer Equipment	4,243.97	3,000.00	141.47
	Total Dept 5354 - FACILITIES		817,787.26	871,447.00	93.84
	Dept 5900 - CAPITAL IMPROVEMENTS				
227	401-5900-311.006.00-2018-007	Engineering: VPS Piping Mod	177,437.50	211,035.00	82.80
228	401-5900-311.006.00-2019-002	Engineering: Fire Suppression @ WWTP	10,061.25	0.00	100.00
229	401-5900-311.006.00-2021-002	Engineering: Odor Control at Vac Stns	49,647.50	172,960.00	28.58
230	401-5900-311.006.00-2021-003	Engineering: Tanks Coating	760.00	0.00	100.00
231	401-5900-311.006.00-2022-000	Engineering: Capital Prelim Design & Bgt	51,400.00	25,000.00	203.63
232	401-5900-311.006.00-2022-001	Engineering: Effluent Filtration Upgrade	233,081.25	197,848.00	116.59
233	401-5900-311.006.00-2022-003	Engineering: Lift Sta at KL Trailer Park	19,767.50	10,000.00	182.63
234	401-5900-311.006.00-2022-004	Engineering: Vac System Monitoring	405,813.75	300,000.00	133.06
235	401-5900-311.006.00-2022-009	Engineering -Power Cond & Elec Up @ WWTP	266,883.75	126,693.00	206.37
236	401-5900-311.006.00-2022-010	Engineering: EQ Tank Headworks/Scrn Upg	120,128.75	120,000.00	94.37
237	401-5900-311.006.00-2023-002	Engineering: Ventilation Upg @ Vac Stns	0.00	14,000.00	0.00
238	401-5900-311.006.00-2023-004	Engineering: Two Driveways @ Vac I	2,030.00	0.00	100.00
239	401-5900-311.006.00-2023-005	Engineering: Direct Potable Reuse	0.00	87,500.00	0.00
240	401-5900-311.006.00-2023-025	Engineering: Deep Inj Well Permitting	23,545.00	0.00	100.00
241	401-5900-311.006.00-2023-027	Engineering: Isla NPK Pinch Valve FM	0.00	25,000.00	0.00
242	401-5900-311.006.00-2024-001	Engineering: Grinder Pump Latrl Pit Upg	75,275.00	89,766.00	83.86
243	401-5900-311.006.00-2024-002	Engineering: Ops Blower Room Mod	0.00	30,000.00	0.00
244	401-5900-311.006.00-SvcConRv	Engineering: Service Connection Revision	15,432.50	15,000.00	102.88
245	401-5900-630.000.00-2018-007	Capital Outlay:VPS PipingMod	2,735,630.79	2,926,755.00	93.47
246	401-5900-630.000.00-2021-002	Capital Outlay: Odor Control at Vac Stns	1,550.00	987,131.00	0.16
247	401-5900-630.000.00-2021-004	Capital Outlay: Spare Inj Well Pump&VFD	0.00	20,000.00	0.00
248	401-5900-630.000.00-2021-005	Capital Outlay: Effluent Inj Pump Repair	39,324.32	84,000.00	46.81
249	401-5900-630.000.00-2022-001	Capital Outlay: Effluent Filtration Upg	2,723,416.48	3,067,345.00	82.46
250	401-5900-630.000.00-2022-003	Cap Outlay: Replace Lift Sta KL Trl Pk	287,613.56	300,000.00	95.87
251	401-5900-630.000.00-2022-004	Capital Outlay: Vac System Monitoring	2,268,799.16	2,322,566.00	97.69
252	401-5900-630.000.00-2022-006	Cap Outlay: Sewage Pump Repl/Piping Mod	8,955.78	15,000.00	59.71
253	401-5900-630.000.00-2022-009	Cap Outlay: Power Cond & Elec Upg WWTP	0.00	700,000.00	0.00
254	401-5900-630.000.00-2022-010	Cap Outlay: EQ Tank Headworks/Scrn Upg	0.00	1,250,000.00	0.00
252	401-5900-630.000.00-2023-002	Cap Outlay: Ventilation Upg @ Vac Stns	0.00	185,000.00	0.00
253	401-5900-630.000.00-2023-026	Capital Outlay: Diffuser Sleeves	56,424.25	56,500.00	99.87
254	401-5900-630.000.00-2023-027	Capital Outlay: Isla NPK Pinch Valve FM	0.00	250,000.00	0.00
255	401-5900-630.000.00-2024-001	Cap Outlay: Grinder Pump Lateral Pit Upg	22,420.00	590,625.00	3.80
256	401-5900-630.000.00-2024-002	Capital Outlay: Ops Blower Room Mod	0.00	250,000.00	0.00

	GL NUMBER	DESCRIPTION	YTD BALANCE 09/30/2024	2023-24 ADOPTED BUDGET	% BDGT USED
257	401-5900-640.000.00-2023-008	Cap Outlay: SoftStart Upg Vac Stn to VFD	109,888.44	112,500.00	97.68
258	401-5900-640.000.00-2023-009	Capital Outlay: SBR Blower Spare Parts	5,124.53	35,000.00	14.64
259	401-5900-640.000.00-2023-012	Cap Outlay: Spare Flow Meters for Plant	22,558.62	0.00	100.00
260	401-5900-640.000.00-2023-015	Capital Outlay: SBR & DCU PLC Upgrades	38,182.00	0.00	100.00
261	401-5900-640.000.00-2023-017	Capital Outlay: Vac Pump Rebuild & Spare	75,000.00	75,000.00	100.00
262	401-5900-640.000.00-2023-020	Capital Outlay: Grinder Pumps	15,726.25	0.00	100.00
263	401-5900-640.000.00-2023-022	Cap Outlay: Cabling Plant, Vac Stn, Admi	0.00	8,000.00	0.00
264	401-5900-640.000.00-2023-023	Cap Outlay: Cameras-Plant, Admin, Field	268.00	0.00	100.00
265	401-5900-640.000.00-2024-003	Capital Outlay: Replace Vac Pit Collars	0.00	250,000.00	0.00
266	401-5900-640.000.00-2024-004	Capital Outlay: Vac Stn Paint Interior	0.00	105,000.00	0.00
267	401-5900-640.000.00-2024-005	Cap Outlay: Digester Motive Pump Replace	0.00	230,000.00	0.00
268	401-5900-640.000.00-2024-006	Capital Outlay: Replace Hydroxide Pump	19,970.00	20,000.00	99.85
269	401-5900-640.000.00-2024-007	Cap Outlay: Inj Well Check Pump Valves	10,112.03	18,000.00	56.18
270	401-5900-640.000.00-2024-008	Capital Outlay: Admin Bldg Hardening	0.00	59,670.00	0.00
271	401-5900-640.000.00-2024-009	Capital Outlay: Forklift for Plant	0.00	47,000.00	0.00
272	401-5900-640.000.00-2024-010	Capital Outlay: Admin/Board Vehicle	0.00	29,300.00	0.00
273	401-5900-640.000.00-2024-011	Capital Outlay: Field Ops Truck	64,847.00	30,000.00	216.16
274	401-5900-640.000.00-2024-012	Capital Outlay: Mini Excavator	87,202.17	87,203.00	100.00
275	401-5900-640.000.00-2025-016	Capital Outlay - BSA Software Cloud Upgr	19,800.00	0.00	100.00
276	401-5900-650.003.00-SvcConRv	Service Connection Construction Revision	55,855.21	50,000.00	111.71
277	401-5900-650.999.03-SCADAUPC	AQUA AEROBICS - SCADA UPGRADE SOFTWARE	43,351.00	0.00	100.00
Total Dept 5900 - CAPITAL IMPROVEMENTS			10,163,283.34	15,586,397.00	65.21
TOTAL EXPENDITURES			23,053,517.35	29,218,587.00	78.90
Fund 401 - GENERAL FUND:					
TOTAL REVENUES			23,196,005.43	29,218,587.00	79.39
TOTAL EXPENDITURES			23,053,517.35	29,218,587.00	78.90
NET OF REVENUES & EXPENDITURES			142,488.08	0.00	100.00

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

Meeting Date:

December 17, 2024

Agenda Item Number: K-1

Action Required:

No

Department:

Field Operations

Sponsor:

Rudy Perez

Subject:

Field Report - November 2024

Summary:

Mr. Perez will present the Field monthly report.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____ Date: _____
General Manager

Wastewater Field Operations

There was a total of 38 service calls for the month of November of these 21 were system-generated alarms, mostly by low vacuum detection at a vacuum station. The system-generated alarms were addressed quickly by the field staff 12 of those system generated were found using the Flo vac monitoring. The reports below detail the remaining 17 calls.

Date	Address	Incident	Response	KLWTD Issue
11/2/24	42 Waterways Dr	A customer called in to report their toilets weren't flushing properly. And gurgling sounds coming from the sink.	On arrival tech found that there was a lack of vacuum at the pit. While trouble shooting it was determined that the duckbill was clogged. Once blockage was removed pit discharged on its own and cleared sump.	Yes
11/4/24	102250 Overseas Hwy	Customer called to report a backup.	Once tech was on site he spoke to the restaurants manager. Business is on a private lift station with two pumps. Only one pump was operational, the second pump was on the off position. The pipe intake was not under water looking like issue was in the building. Customer notified.	No
11/6/24	Lot 72 Calusa	Customer called to report a backup.	Tech found the pit to be unresponsive. The pit was diagnosed with a bad valve; controller was changed as well due to water found in both components. The pit was simulated and put back into service.	Yes
11/8/24	329 Windley Rd	The homeowner called to report an odor coming from the air terminal and that there was moisture around it.	On arrival it was noticed that the controller had come off its mount. Causing it not to function. Once controller was placed properly, pit discharged on its own and simulated.	Yes

11/10/24	158 S Ocean Shores Dr	Customer called and reported his house was backing up.	Tech found everything to be working as it should. Observed cleanout, no issues found. Issue on homeowner side. (Homeowner issue).	No
11/10/24	24 Rose Pl	Customer called stating they were experiencing a backup.	The tech arrived on site found that pit was working as should. There were no signs of any backup inside cleanout. Issue on homeowner side. (Homeowner notified).	No
11/11/24	146 N Sunrise Dr	Someone called the office stating that there was sewer on the road at the address given.	Once techs were on site, they could not find any issue regarding sewer on the road. They walked and observed every pit and found no detection of sewer. The pit and cleanout were checked at 146 N sunrise and found everything working accordingly.	No
11/14/24	155 Peace Ave	The homeowner called to inform us of a possible backup.	Once on site at address, the pit was functioning properly and the clean out was found clear. No signs of any backup. (Homeowner issue). Homeowner notified.	No
11/17/24	92431 Oversea Hwy	Received a call from the alarm company. Regarding an alarm at a property.	On arrival found that the Fire department was on site. And my Manager showed up as well. It was determined that the exhaust filter and hose had come off. Creating smoke within the building. Help was received and all components were put back in place pump was now back in service.	Yes
11/17/24	586 Bonito Ave	Customer called to report a possible backup on our side.	On the tech's arrival, pit was found overwhelmed. They tried too manually discharge pit but were unsuccessful. Tech's found pit to have a bad valve. Once components were changed pit was back in service.	Yes

11/18/24	102250 Oversea Hwy	Customer called stating that there was a back up at Alfredos Cook House.	Once on site they found both breakers to be in the off position. Plumber was out working on pumps and left them off. Apparently pump #2 had a missing oaring in clip. causing sewer to just circulate with in the sump.	No
11/20/24	65 Waterway Dr	The Customer called to report the bathroom was draining slow.	Tech found everything to be working as it should. Cleanout and pit were checked and found no sign of a backup. The homeowner was notified. (Homeowner Issue)	No
11/25/24	Lot #451 Calusa	Customer called in and stated he was experiencing back up issues.	On tech's arrival they tried to open cleanout but saw that it was under pressure. They were able to manually discharge pit to draw down sump. Once sewer was cleared they diagnosed issue to be a clogged sensor tube. Pit was simulated and put back in service.	Yes
11/25/24	125 Valois Blvd	The Customer called regarding their grinder pump alarm was going off.	Once on-site tech diagnosed that the stator on the pump had failed. The pump was changed out and was put back into service.	Yes
11/26/24	105675 Overseas Hwy	A contractor working at the property called to report a grinder pump alarm going off.	On techs arrival they found that the pump was unresponsive. After trouble shooting the issue, it was found that the tray cable was bad. The cable was replaced. Pump was now back in service.	Yes
11/30/24	811 Oceana Ave	The Customer called stating they were having difficulty flushing their toilets.	Techs arrived and found everything working as they should. Cleanout was found dry and pit simulating on its own. The homeowner was notified. (Homeowner issue)	No

11/30/24	525 Sound Dr	Customer called to report an odor and water around the manhole.	Field tech detected no odor coming from the air terminal. Cleanout and pit were also checked and found no odor as well. The homeowner was notified.	No
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Area Addressed with the Flow Vac Monitoring System

Date	Address	Incident	Response	KLWTD Issue
11/2/24	Num Thai Buffer Tank	Received a low vacuum alarm call from vac station D	Tech checked the Flo vac Monitoring and went straight to the address of issue.	Found debris in valve.
11/2/24	234 James Ave	Received a low vacuum call from vac station E	Tech went to the vac station. Using the tank valves. Once determining an area Flo Vac monitoring was used to find the issue.	(Fernco)
11/3/24	AK #1668966 Empty Lot	Received a low vacuum alarm from vac station D	Tech isolated to an area using tank valves at the vac station. Once determining an area Flo Vac monitoring was used to find the issue.	(Valve)
11/10/24	1021 Valencia	Received a low vacuum alarm at vac station D	Tech isolated to an area using tank valve at the vac station. Once determining an area Flo Vac Monitoring was used to find the issue.	(Valve)
11/10/24	106 Mangrove Ave	Received a low vacuum alarm from vac station I	Tech checked the Flo vac monitoring system and saw that 106 Mangrove Ave was showing a valve open alarm.	(Valve)
11/11/24	501 Pounce Deleon Blvd	Received a low vacuum alarm from vac station D	Tech isolated the area using tank valve at the vac station. Once determining an area Flo Vac	(Debris in Valve)

			Monitoring was used to find the issue.	
11/18/24	500 Burton Dr	Received a low vacuum alarm from Vac Station JK	Ocean Point has 2 Buffer Tanks with dual sumps. Flo vac Monitoring was used to find high activations in this occasion. Because nothing was showing an actual valve stuck open alarm. Reason for the high activation was 1 sump at each buffer tank was not working causing the other sump to intake all the flow and overwhelm the one.	(Valve)
11/18/24	200 Barracuda Blvd 760 Oceanna Blvd	Low vacuum alarm at Vac Station A	Tech isolated issue using the tank valve at the vac station. Once determining an area. Flo Vac monitoring was used to find the issue.	2 Issue were found in this occasion. 200 Barracuda (controller) 760 Oceana (valve)
11/28/24	151 Blue Harbor Dr	Low vacuum alarm at Vac Station JK	Tech isolated issue to a specific area at the station. Then using the Monitoring system issue was found.	(Valve)
11/30/24	63 W 1st Ct	Low vacuum alarm at Vac Station E	Tech isolated issue using the tank valve at the vac station. Then using the monitoring system issue was found.	Controller Hose
11/30/24	1521 Shaw Dr	Low vacuum alarm at Vac Station D	Isolated issue to an area, while using the monitoring system the problem was found.	(Valve)

			The remaining 9 system generated alarms; are not under the monitoring system!!!!	
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Exhibit 1



Suspected salt water leak due to consistency of activations.

Exhibit 2



Suspected homeowner side leak due to activation history.

Exhibit 3



One day spike in activations suspected homeowner usage.

Exhibit 4



Suspected leak on homeowner side needs further investigation.

Exhibit 5



Confirmed saltwater leak from homeowner side.

Exhibit 6



Suspected leak on homeowner side due to activation history.

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

Meeting Date:

December 17, 2024

Agenda Item Number: L-1

Action Required:

No

Department:

Plant/Facilities

Sponsor:

Ryan Dempsey

Subject:

Plant/Facilities Report - October 2024

Summary:

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

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____ Date: _____
General Manager

Wastewater Treatment Plant Operations

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

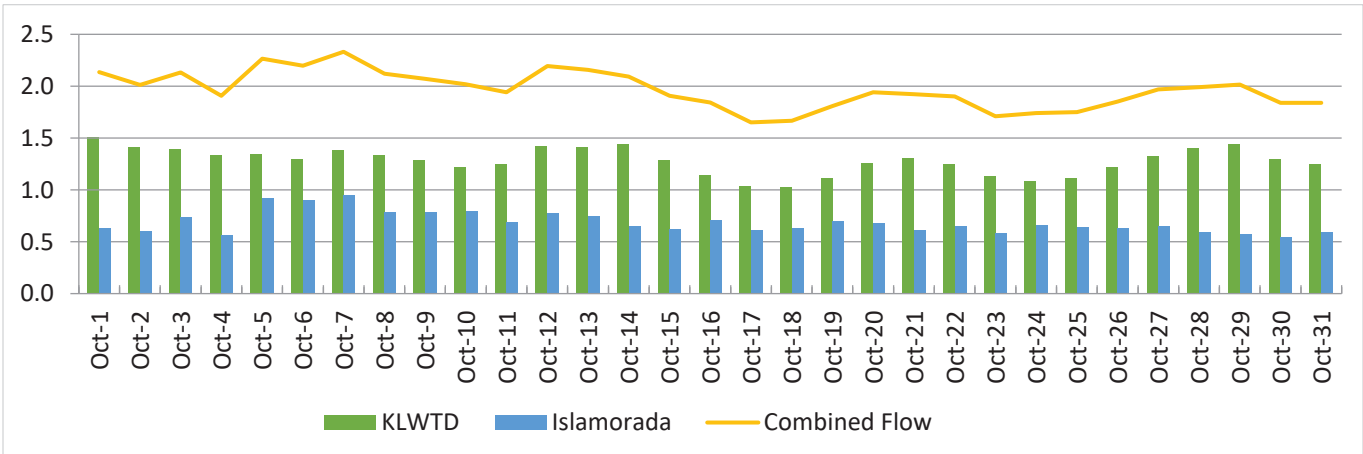
Effluent Quality Reports (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

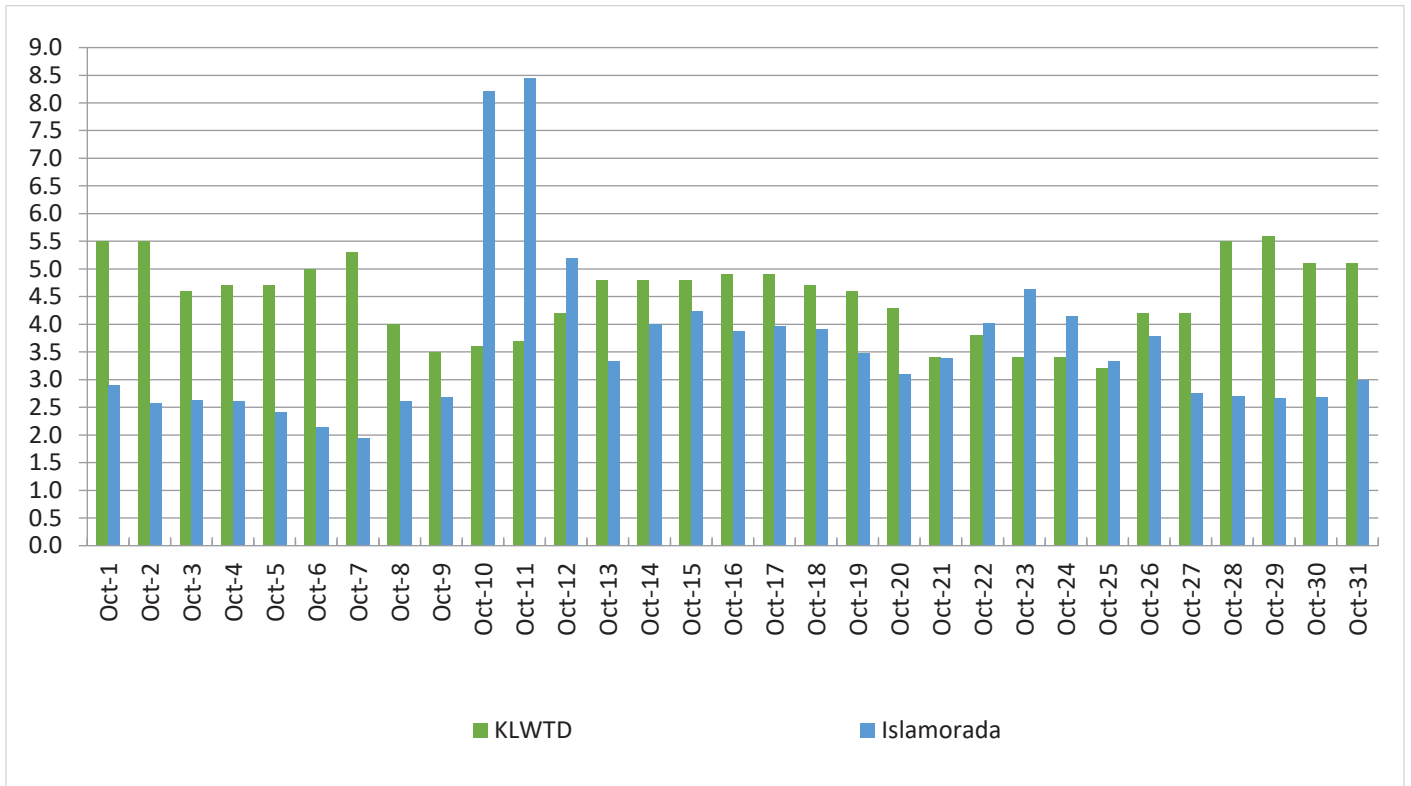
Effluent Quality Report	October 2024 Plant Performance	12 Month Average Plant Performance	Effluent Limits
CBOD5 (Carbonaceous Biochemical Oxygen Demand)	1	1.7	5
TSS (Total Suspended Solids)	1.5	1.3	5
TN (Total Nitrogen)	2	2.2	Report only
TP (Total Phosphorous)	.5	.7	Report only

Daily Flow (MGD)

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



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



Islamorada

Average Daily Flow: .683 MGD

Highest Daily Flow: .952 MGD

Monthly Peak Salinity: 8.4 PPT

Days over 4.0 PPT Salinity: 8

3-month average of Islamorada flow capacity (1.104 MGD): 65%

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

Meeting Date:

December 17, 2024

Agenda Item Number: M-1

Action Required:

No

Department:

Capital Projects

Sponsor:

Ed Castle

Subject:

Capital Projects Report - November 2024

Summary:

Mr. Castle will present the Capital Projects monthly report.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____ Date: _____
General Manager

Key Largo Wastewater Treatment District Capital Projects Report

Including updates through November 2024

Current Capital Projects

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and Amendments)	Engineering And Other Cost Anticipated)	Total Project Cost Anticipated)
Vacuum Stations Modifications	\$ 3,155,800.00	\$3,270,999.76	\$270,000.00	\$3,540,999.76
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete Anticipated)	Percentage Complete
	\$256,452.50	\$2,450,704.90	\$833,842.36	76%

- 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.
- WEC prepared I&C checklist for the startup of the emergency vacuum trailer and reviewed with all parties.
- Reynolds and AirVac conducted start up for stations A, D, I, G, and J/K during this period, programing for Station E was completed 11/13 and start up will be conducted the first week in December.
- Reynolds completed the stainless-steel odor control header pipe modifications at Vac Station D, A and I during the period.
- Reynolds, WEC staff and KLWTD staff attended the construction progress meeting on November 14th the meeting slated for November 28th was cancelled due to the Holiday.

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and Amendments)	Engineering And Other Cost Anticipated)	Total Project Cost Anticipated)
Collection System Monitoring	\$7,575,677.00	\$9,581,965.61	\$780,000.00	\$10,361,965.61
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete Anticipated)	Percentage Complete
	\$779,360.00	\$7,558,883.34	\$2,023,722.27	80%

- Work was completed in Basins A, B, D, G, H, F and I
- Current Status:
 - Basin A: **293** installed (Basin complete)
 - Basin B: **383** installed (Basin complete)
 - Basin C: **48** installed (Basin in progress)
 - Basin D: **240** installed (Basin complete)
 - Basin E: **199** installed (Basin in progress)
 - Basin F: **339** installed (Basin complete)
 - Basin G: **231** installed (Basin complete)
 - Basin H: **45** installed (Basin complete)
 - Basin I: **225** installed (Basin complete)
 - Basin J/K: **437** installed (Basin in progress)
 - Total project installed: **2,440** out of **2,984**
 - **Sensor installation is approx. 81 % complete (Note: This is only sensors and does not include other aspects of the project)**
- Construction progress meeting was held on November 12th. The biweekly meeting slated for November 26th was cancelled due to the Holiday.
- During November, Flovac and IVC continued work in Basin E0.
- Valve rebuilds continued – 796 rebuilds completed. Continuing to target approx. 10-15 per day.
- Crews continued to walkthrough punchlist items for Basin JK during November.
- Crews have worked through punch list items for final completion of Basin I. Final Completion paperwork was issued.

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and Amendments)	Engineering And Other Cost Anticipated)	Total Project Cost Anticipated)
Effluent Filtration Upgrades	\$ 3,043,820.00	\$3,332,095.76	\$385,000.00	\$3,717,095.76
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete Anticipated)	Percentage Complete
	\$370,306.25	\$2,613,259.36	\$733,530.15	80%

- The Effluent Filtration Upgrades project was awarded to Reynolds Construction in the amount of \$3,043,820.00 on May 15, 2023.
- The filter platform railings have been installed on all edges besides the north facing edge of the platform. Preliminary installation of the stairs from the existing access platform to the new elevated deck has been completed.
- Pipe supports were installed throughout the period.
- Excavation for the footers of the access walkway/stairs was completed and design of walkway continued throughout November.
- Coating of piping materials continued throughout November and was tested by WEC inspector.
- Hydrostatic testing of pipe passed during this period.
- Startup of the filter began on 10/22 with Evoqua staff conducting a start-up inspection.
- Aqua Aerobic began integrating the new disk filter into existing SCADA system in this period and will continue throughout the coming month.
- Evoqua/Xylem removed and examined the spray bars, confirming that the issue at Marathon was due to insufficient thread depth, which is not present at Key Largo. While the adapters at Key Largo have the proper thread depth, Evoqua/Xylem will add additional chamfering to address potential concerns with sharp edges or burrs before reinstalling the sprayer arm assemblies.
- Reynolds, WEC staff and KLWTD staff attended the construction progress meeting on November 14th. The meeting slated for November 28th was cancelled due to the Holiday.

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and Amendments)	Engineering And Other Cost Anticipated)	Total Project Cost Anticipated)
Keys Holdings LLC Pump Station Replacement	\$ 375,555.75	\$375,555.75	\$28,000.00	\$403,555.75
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete Anticipated)	Percentage Complete
	\$25,802.50	\$338,321.81	\$39,431.44	90%

- The District piggybacked on a Marathon bid and awarded the Keys Holdings LLC project to Tropical Underground Contracting, LLC in the amount of \$375,555.75.
- The construction of this project was completed by October 2nd.
- Punch-list walkthrough occurred on October 2nd and substantial completion was issued.
- Final completion is awaiting the as-built survey from the contractor, then the project can be closed out.

Project	Original Contract Amount	Current Contract Amount (Including Direct Purchases, change orders and Amendments)	Engineering And Other Cost Anticipated)	Total Project Cost Anticipated)
Grinder Pump Lateral Kits Replacement Project	\$346,065.33	\$346,065.33	\$130,000.00	\$476,065.33
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete Anticipated)	Percentage Complete
	\$105,485.00	\$39,520.00	\$331,060.33	30%

- The Grinder Pump Lateral Kits Replacement Project was awarded to Page Excavation in the amount of \$346,065.33. The Agreement was executed on the 1st of July 2024. The Notice to Proceed was executed on the 12th of July 2024.
- CO #1 was approved for the ODP of the Stainless-Steel Lateral Kits for the project in September.
- Construction started for this project on 10/01/2024.
- Throughout the period the contractor installed 20 lateral kits and valve boxes for a total of 79 out of 145 valves and boxes.
- Currently working in C-905 on restorations and will be continuing onto properties on U.S. 1 in this coming month.
- Page Excavation, WEC staff and KLWTD staff attended the construction progress meetings on November 7th & 21st.

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	TBD	TBD	\$485,000.00	\$4,359,916.00
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete Anticipated)	Percentage Complete
	\$279,457.30	N/A	N/A	6%

- The Power Conditioning project went out to bid on 10/8.
- The pre-bid meeting was held on 10/28.
- Addendum 1 was uploaded on Monday, 11/4.
- Addendum 2 was uploaded on Thursday, 11/21.
- Addendum 3 was uploaded on Wednesday, 11/27.
- The bids are due on 12/19 by 10:00 a.m.
- RFP Ranking Meeting is tentatively scheduled for Dec. 30th at 10am.

Upcoming Construction Projects

Project	Estimated Total Cost	Status
Upgrades of Odor Control at All Vacuum Stations and Upgrade of the Generators at Vac A and Vac D.	\$1,200,000 (Anticipated)	Weiler Engineering has been directed to proceed with this project in phases, with Vacuum Stations A and D being the first phase. The design of the odor control upgrades, including structural components and site plans continues. Preliminary plan sets have been created for Vacuum Stations A, D, E, G, I, and J/K. The District has requested an expansion of the easement area. The Archdiocese requested monetary compensation for the expanded easement area and approval to transfer assessment waivers to others, presumably for sale of the waivers. District Counsel has determined that the District has no procedures to allow transfer of the assessment waivers. The District was awaiting reply from Archdiocese about the proposed terms for the additional easement area, which was described in a letter from KLWTD sent in August. The construction plans and tech specs were finalized throughout the period and the project was posted for bid on December 9 th , 2024.
Direct Potable Reuse Demonstration Project	\$1,504,301.25 (Anticipated)	The District has budgeted funds for a demonstration project to produce potable water from the WWTP's treated effluent. 2021 Florida legislation established Direct Potable Reuse (DPR) as a preferred effluent disposal method and provides for DPR projects to be eligible for grant funding, treating WWTP effluent as an Alternative Water Supply. The District has applied for a planning grant for this project and has requested grant funding to be allocated for the design, permitting, and construction of the DPR demonstration project. Initial estimates indicate that the volume of water produced in the DPR demonstration project would be in the range of 150,000 to 250,000 GPD.
EQ Tank and Headworks Project	\$4,500,000 (Anticipated)	The EQ Tank and Headworks Project involves the installation of a new headworks as an upgrade to the current headworks at the KLWTD WWTP. This project also involves the installation of an influent EQ tank to regulate flow. This project is currently in the design phase with preliminary site plans and structural drawings for the EQ tank. Shop drawings have been received from Hydrodyne and a center flow screen has been selected for the headworks screening, which will reduce the footprint of the headworks space and has a higher catch rate and efficiency than the existing headworks. 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.

Blower Room Modifications Project	\$250,000 (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 in order to access blower #4. These modifications will allow for more efficient service of the blowers. This project is currently in the preliminary design phase.
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Figure 1. Emergency Vacuum Trailer Connections for VPS Project during Start-Up.



Figure 2 and 3. Emergency Vacuum Trailer Connections for VPS Project During Start-Up.



Figure 4. Install Conduit and Detection Tape in Trench for Collection System Monitoring Project.



Figure 5 and 6. Installation of Conduit & Flovac Pedestal and Site Restoration for Collection System Monitoring Project.



Figure 7. Filter on Platform and Lights Installed.



Figure 8. Interior Disk Filters.



Figure 9. New Booster Pump #4 Installed.



Figure 10 and 11. New SS Sewer Lateral Valve Assembly and Valve Box Installed.

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

Meeting Date:
December 17, 2024

Agenda Item Number: O-1

Action Required:
Yes

Department:
Legal

Sponsor:
Nick Mulick

Subject:
Conservation Parcel Waiver Request - Resolution No. 24-2024

Summary:

A request for waiver of wastewater service and exemption from SDC assessment for AK No's. 1668435, and 1668443 per KLWTD General Rules and Regulations, Section 10.06 (a)(iii).

Reviewed / Approved

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

Financial Impact

\$ 0.00 \$248.50 Each Property
 \$497.00 Total
Refunded Uncollected
Funding Source:
Assessment Revenue
Budgeted:
No

Attachments

1. KLWTD Form F-19
2. Resolution 24-2024
3. Map

Approved By: _____ Date: _____
General Manager



103355 Overseas Highway, Key Largo, FL 33037

Phone (305) 451-4019

www.klwtd.com

Request for Wastewater Assessment Waiver or Exemption

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

Property Owner of Record:

Crawdaddy Inc

Requested By*:

owner

**If not Owner of Record, authorization documentation must be submitted.*

Email (optional):

Jamesjill@bellsouth.net

Phone:

RE/Parcel ID:

00544920-000000

Alternate Key:

1668435

Physical Location:

1010 Gibraltar Rd, Key Largo, FL 33037

RE/Parcel ID:

00544930-000000

Alternate Key:

1662443

Physical Location:

1008 Gibraltar Rd, Key Largo, FL 33037

RE/Parcel ID:

Alternate Key:

Physical Location:

I request an **EXEMPTION** of wastewater assessment for the parcel(s) listed above because:

- ☐ The parcel is vacant and has been aggregated with an adjoining parcel that is connected to the District's central wastewater collection system. *Section 10.05 (a)*
- ☐ The parcel is a marina, boat slip or rack minimum that is not capable of creating wastewater. *Section 10.05 (b)*
- ☐ The parcel cannot be improved due to zoning regulations or other legal constraints. *Section 10.05 (c)*
- ☐ The parcel cannot be improved due to physical conditions of the property. *Section 10.05 (d)*

I request a **WAIVER** of wastewater assessment for the parcel(s) listed above because:

- ☐ The parcel is vacant and immediately adjacent to an assessed parcel that is connected to the District's central wastewater collection system. *Section 10.06 (a)(i) Contiguous Vacant Parcel*
***\$200.00 administrative fee required.**
- ☐ The parcel is vacant and designated as Tier I. *Section 10.06 (a)(ii) Tier 1 (one) Vacant Parcel*
***\$200.00 administrative fee required.**
- ☐ The parcel is vacant and only receives an annual tax notice due to the wastewater assessment. *Section 10.06 (a)(iv) Minimum Tax Bill*
- ☐ The parcel is owned by Monroe County Land Authority or any other Federal, State or Local Agency for the purpose of protecting the natural environment. *Section 10.06 (a)(iii) - Conservation Parcel*
- ☒ The parcel is being conveyed to the Monroe County Land Authority or any other Government Agency for conservation purpose. **The Waiver shall take effect upon receipt by the District of proof that the Government Entity has acquired title to the Subject Tax Parcel. Section 10.06 (a)(iii) - Conservation Parcel**

Acknowledgement Box required to process all exemptions Section 10.04(a) or waiver requests Section 10.06(b)

- ☒ Certify that if wastewater service to the parcel is reinstated, the then-current owner must pay the full direct and indirect District costs of providing the same. The amount charged at that time is expected to be significantly greater than the current non-ad valorem assessment.

Signature

James Crawford

Date

November 19, 2024

This completed request form may be emailed to customerservice@klwtd.com or submitted to the District office located at:

RESOLUTION NO. 24 - 2024

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE BOARD”) APPROVING THE REQUEST BY CRAWDADDY INC (“THE OWNER”), FOR THE REMOVAL OF TWO TAX PARCELS AK# 1668435; AND AK# 1668443 FROM THE 2006 NON-AD VALOREM ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Crowdaddy Inc (“The Owner”) is the owner of the tax parcels described in Section 1 below (“the Subject Tax Parcels”); and

WHEREAS, the Key Largo Wastewater Treatment District (the “District”) assessed the Subject Tax Parcels via Resolution 28-08-06 dated August 9, 2006 (the “2006 Non-ad Valorem Assessment Roll”); and

WHEREAS, the Subject Tax Parcels are being conveyed to the Monroe County Comprehensive Plan Land Authority for conservation purposes; and

WHEREAS, the Owner requests that the District remove the Subject Tax Parcels from the 2006 Non-ad Valorem Assessment Roll, pursuant to the Key Largo Wastewater Treatment District’s General Rules and Regulations, Section 10.06(a)(iii).

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

Section 1.

PARCEL I.D.: 00544920-000000
AK NO.: 1668435
PARCEL DESCRIPTION: BK 9 LT 8 BAHIA MAR EST PB4-79 KEY LARGO OR301-534 OR1102-1059DC OR1102-1060/64 OR1180-2269/70PR OR1948-614 OR1948-602D/C OR1948-607/12WILL

PARCEL I.D.: 00544930-000000
AK NO.: 1668443
PARCEL DESCRIPTION: BK 9 LT 9 BAHIA MAR EST PB4-79 KEY LARGO OR339-249 (COUNTY HELD CERT) OR810-474T/D OR1952-1946

Section 2.

EFFECTIVE DATE. This Resolution shall take effect and the Subject Tax Parcels excluded from the 2006 Final Assessment Roll upon receipt by the District of proof that the Subject Tax Parcels have been purchased by the Monroe County Comprehensive Plan Land Authority for conservation purposes. No part of the System Development Charge paid prior to the effective date of this Resolution shall be refunded.

Section 3.

RESOLUTION NO. 24 – 2024

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

RESOLVED AND ADOPTED THIS 17th DAY OF DECEMBER 2024.

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

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

The Chairman thereupon declared this Resolution duly passed and adopted this 17th day of December 2024.

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: _____
Nicolas Rodriguez,
Chairman

ATTEST:

*Approved as to form
and legal sufficiency:*

Shannon McCully, District Clerk

By: _____
Nicholas W. Mulick, Esq.,
General Counsel

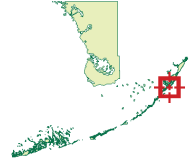
SEAL



Monroe County, FL



Overview



Legend

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

Parcel ID 00544920-000000 **Alternate ID** 1668435 **Owner Address** CRAWDADDY INC
Sec/Twp/Rng 22/61/39 **Class** VACANT RES **PO Box** 373021
Property Address 1010 GIBALTAR Rd **Key Largo, FL** 33037
District 500K
Brief Tax BK 9 LT 8 BAHIA MAR EST PB4-79 KEY LARGO OR301-534 OR1102-1059DC OR1102-1060/64 OR1180-2269/70PR OR1948-614
Description OR1948-602D/C OR1948-607/12WILL
(Note: Not to be used on legal documents)

Date created: 7/23/2024

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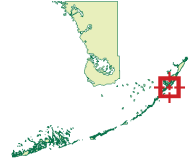
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GEOSPATIAL



Monroe County, FL



Overview



Legend

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

Parcel ID	00544930-000000	Alternate ID	1668443	Owner Address	CRAWDADDY INC
Sec/Twp/Rng	22/61/39	Class	VACANT RES		PO Box 373021
Property Address	1008 GIBALTAR Rd				Key Largo, FL 33037
	KEY LARGO				
District	500K				
Brief Tax Description	BK 9 LT 9 BAHIA MAR EST PB4-79 KEY LARGO OR339-249 (COUNTY HELD CERT) OR810-474T/D OR1952-1946				
	(Note: Not to be used on legal documents)				

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