



Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Tuesday, June 3, 2025
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 May 20, 2025	4
G. GENERAL MANAGER	
1. Employee Recognitions	11
H. CUSTOMER SERVICE	
1. Customer Service Report – April 2025	14
I. IT	
1. IT Report – April 2025	16
J. BUDGET AND FINANCE	
K. FIELD	
L. PLANT/FACILITIES	
1. Plant/Facilities Report – April 2025	18
M. CAPITAL PROJECTS	
1. Capital Projects Report – April 2025	30

N. ENGINEERING

O. LEGAL

P. COMMISSIONER'S ITEMS

1. Rules and Regulations Update
2. SIC Payment Plan – Future Discussions
3. Solar Update

42
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Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date:
June 3, 2025

Agenda Item Number: F-1

Action Required:
Yes

Department:
Legal

Sponsor:
Nick Mulick

Subject:
Minutes of May 20, 2025

Summary:
Staff to present the minutes of May 20, 2025, for approval.

Reviewed / Approved

Financial Impact

Attachments

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

\$

Funding Source:
N/A

Budgeted:
N/A

1. Minutes

Approved By: 
General Manager

Date: 5-29-25



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, May 20, 2025

MINUTES

CALL TO ORDER (A)

Chairman Nicolas Rodriguez called the meeting to order at 4:00 p.m.

PLEDGE OF ALLEGIANCE (B)

Mr. Steve Suggs led the Pledge of Allegiance.

ROLL CALL (C)

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

Present Virtually (non-voting): Commissioner Philip Schwartz

Also present: General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Finance Manager Connie Fazio; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; Weiler Engineering Steve Suggs; IT Support Manny Santana

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock

Guest Appeared Virtually: Tony Grau, Grau and Associates

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (E-1)

Commissioner Heim requested the addition of item *G-3 FKWQIP Update*

Peter Rosasco requested items *H-1, I-1, and M-1* be deferred to the June 3, 2025, meeting

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

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES (F)

Minutes of May 6, 2025 (F-1)

Motion: Commissioner Maloney made a motion to approve the Minutes of May 6, 2025. Commissioner Majeska seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

ACFR Presentation/Financial Audit Results for FY2024 (G-1)

Mr. Grau presented the 2024 Financial Audit Results.

KLWTD Board Mtg. Advertisement in Keys Weekly (G-2)

Mr. Rosasco discussed our Keys Weekly monthly advertisement. Item was tabled to a future date.

FKWQIP Update (G-3)

Mr. Rosasco gave an update on FKWQIP funding. No 2025 funding available.

CUSTOMER SERVICE (H)

Customer Service Report – April 2025 (H-1)

Deferred to June 3, 2025, meeting.

Douglas Rudd Abatement Request – 522 Ocean Cay Dr, AK No. 1556777 (H-2)

Mr. Irizarry presented an abatement request for AK No. 1556777 for approval.

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

Vote on Motion:

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

IT (I)

IT Report – April 2025 (I-1)

Deferred to June 3, 2025, meeting.

BUDGET AND FINANCE (J)

Budget and Finance Report – April 2025 (J-1)

Ms. Fazio presented the Budget and Finance monthly report.

FY2026 Budget and Assessment Calendar (J-2)

Ms. Fazio presented the 2026 Budget and Assessment Calendar.

FIELD (K)

Field Report – April 2025 (K-1)

Mr. Perez presented the Field monthly report.

PLANT/FACILITIES (L)

No report in agenda.

CAPITAL PROJECTS (M)

Capital Projects Report – April 2025 (M-1)

Deferred to June 3, 2025, meeting.

KLWTD Vacuum Stations Modifications Change Order #6 (M-2)

Mr. Suggs presented Change Order #6 for the Vacuum Stations Modification for approval.

Motion: **Commissioner Heim made a motion to approve Change Order #6.**
 Commissioner Maloney seconded the motion.

Vote on Motion:

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

KLWTD Power Conditioning Project Change Order #2 (M-3)

Mr. Suggs presented Change Order #2 for the Power Condition Project for approval.

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

Vote on Motion:

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

Collection System Monitoring CO#6 (M-4)

Mr. Suggs presented Change Order #6 for the Collection System Monitoring project for approval.

Motion: **Commissioner Maloney made a motion to approve Change Order #6.**
 Commissioner Heim seconded the motion.

Vote on Motion:

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

ENGINEERING (N)

No report in agenda.

LEGAL REPORT (O)

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

Mr. Mulick requested adoption of Resolution 08-2025.

Motion: **Commissioner Heim made a motion to adopt Resolution 08-2025.**
 Commissioner Majeska seconded the motion.

Vote on Motion:

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

COMMISSIONER ITEMS (P)

Safety Committee Update (P-1)

Commissioner Maloney presented the KLWTD Safety Committee Progress Report for 5/20/2025 and invited the Board to the All-Employee Safety meeting 5/30/2025, 10 AM – 1 PM.

ROUNDTABLE DISCUSSION (Q)

No report in agenda.

ADJOURNMENT (R)

The meeting was adjourned at 5:43 p.m.

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk

Seal_____

- ii) Proof that FKAA has approved the installation of the irrigation or fire meter and has adjusted your FKAA water bill to reflect the same.
- iii) The twelve (12) most recent months of FKAA water bills following the installation of the irrigation or fire meter reflecting the adjusted billing.
- iv) An EDU assignment will be recalculated based upon the methodology in the latest applicable assessment resolution associated with the Tax Parcel using the twelve (12) months of adjusted data listed in item (iii) above.
- v) The procedures from Section 9.07(b)(iv) and Section 9.07(b)(v) below shall govern the request.
- vi) Should the final determination of the Board be to approve such request, the Customer shall be entitled to a calculated partial credit for Wastewater base charges for the shorter of:
 - a. the period beginning on the date of the installation of the irrigation or fire meter or,
 - b. the twenty-four (24) most recent months of FKAA water bills following the installation of the irrigation or fire meter reflecting the adjusted billing.
- vii) Such credit shall be calculated by applying the number of EDUs calculated on the updated water flow to the period calculated in paragraph (iii) above and deducting that from the actually base charge billing for the same period. Only months where a Wastewater base charge was billed shall be eligible for a partial credit.
- b) If the Board approves the Customer's request, the Customer's account will be automatically reviewed annually for the two years following the request using twenty four and thirty six months of data respectively. The EDU assignment shall be adjusted through the procedures outlined in 9.07(b)(iv) and 9.07(b)(v) based upon those subsequent reviews. The Customer shall NOT be entitled to further credits (or back charges) based on those reviews.
- c) Should it be determined that a Customer is using an irrigation or fire meter specifically to avoid Wastewater charges by using such meters to provide potable water Services which may be introduced into the Wastewater System:
 - i) The Customer's account will be automatically reviewed based upon water usage of all meters, including those being improperly used for potable water.
 - ii) The billing will be adjusted from the time of original appeal forward and the Customer shall be responsible for the adjust increase billing retroactively.
 - iii) District Staff will notify FKAA of such findings and the Customer may face further fees or penalties as are levied by FKAA.
 - iv) Such a violation is considered by the District as "Tampering" and shall be subject to additional fees and actions as outlined in Section 9.05 above.
- (ii) **Monthly Volumetric Charge.** Except under one of the circumstances below and at the sole discretion of the General Manager, there shall be no adjustment of a Monthly Volumetric Charge for any given month. They include:
 - 1) The Customer provides proof of and FKAA confirms an error in the meter reading.

- 2) The Customer has properly filed for and successfully obtained a credit from FCAA under the FCAA Leak Abatement Program. The credit of Wastewater charges shall be calculated based upon \$4.26³² times the number of gallons that the FCAA has credited as part of their abatement credit divided by 1,000.

(b) Procedures for District review:

- (i) A Customer may request adjustment of monthly charges at any time within sixty (60) Days after the date of a bill for Wastewater Service. The District shall not be obligated to make any adjustment of monthly charges unless a written request is received within sixty (60) Days of the bill date, unless otherwise addressed in the provisions of this Section. The District may initiate a review and possible adjustment of monthly charges at any time.
- (ii) A Customer request for review must contain:
 - 1) A concise statement of the facts upon which the Owner bases the request for review, including a statement of all disputed issues of material fact. If there are no disputed issues of material fact, the request must so indicate;
 - 2) The rules, statutes, and other legal authority that the Owner contends form the basis for relief;
 - 3) A demand for the relief which the Owner believes is appropriate; and
 - 4) Such other information which the Owner believes to be material to the request for review.
- (iii) The request for review must be delivered to the District Customer Service Department where, upon receipt, it shall be appropriately logged and time stamped. Acceptable methods of delivery include US Postal Service or other third party delivery Service, facsimile, electronic mail (e-mail) or in person.
- (iv) The District staff shall review the request using the following process:
 - 1) District Staff will exercise due diligence to undertake review of a Customer request promptly. If practicable, District staff will issue a recommended decision to the Board within fifteen (15) Business Days after receipt of a completed Customer request for review.
 - 2) At any time prior to or during staff review, the District may conduct one or more informal discussions with the Owner, and may request additional information and documentation. A requested is not considered completed until after all additionally requested documentation has been submitted to the District.
 - 3) The Assessment Coordinator will review the EDU assignment of the Customer's account, using the methodology provided in the most recent non-ad valorem Assessment resolution under which the District assessed the Tax Parcel. If the Customer's account is one of two or more accounts for Service on a single Tax Parcel and the Assessment Coordinator finds that there is sufficient evidence to change the EDU assignment for the requested account, the Assessment Coordinator will also review the EDU assignment for the entire Tax Parcel and all other Customer accounts for Service on the Tax Parcel.
 - a) If the review results in a recommended increase in the EDU assignment for the Tax Parcel, the Assessment Coordinator will submit the increase to the Board for review under Paragraph (v), below. If the Board accepts the increased EDU assignment, the increased EDU assignment will apply to all future monthly charges and to all future non-ad valorem Assessments for the Tax Parcel.

³² Amended by Resolution 15-2022 on September 6, 2022 and supersedes Resolution 22-12-19.

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

Meeting Date:
June 3, 2025

Agenda Item Number: G-1

Action Required:
No

Department: General Manager
Sponsor: Peter Rosasco

Subject:
Employee Recognitions January - May 2025

Summary:
Mr. Rosasco will present Employee Recognitions from January 2025 to May 2025.

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

Approved By: _____

General Manager

Date: _____

5-21-25



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 January – May 2025

Promotions:

Adam Baptiste: promoted to Plant Lead Operator

Beau Sponseller: promoted to Facilities Project Lead & District Safety Officer

Field Department Customer Satisfaction Survey's:

1/06/25: Danny MacShane, Derrick Davis, and Rudy Perez received an outstanding customer service satisfaction survey. "Went above and beyond with the problem on a Friday afternoon!"

5/02/25: Rudy Perez received an outstanding service email from Jeffrey Fasolo, 941 Plantation Dr. Key Largo. "The hard-working effort and Dedication to finalizing the repair was quite impressive. Very professional, polite and informative with keeping me informed on the progress of the project."

This was the valve replacement project. Rudy found a break in the line and repaired that as well.

5/14/25: Karl Sainz: I wanted to take a moment to express my sincere appreciation for the exceptional work the inspector Karl Sainz has done as part of the Monroe County Sewer Department. His commitment to excellence, attention to detail, and dedication to upholding high standards have not gone unnoticed.

His guidance and support throughout our recent project (sewer connection and inspection) have been invaluable. He consistently demonstrated professionalism and integrity and his willingness to offer insight, and assistance has made a significant difference in ensuring everything ran smoothly and in compliance.

I just want to thank him for going above and beyond in his role. It's clear that he takes pride in what he does, and his efforts have had a meaningful impact. We are grateful to have had the opportunity to work with someone of his caliber. Please share the email with him and his team.

Warm regards

Isis Triana MBA, BSN, RN

Nurse Manager University of Miami Hospital and Clinics (UMHC)

UHealth Kendall

Milestone Anniversaries:

5 Years: Alex Irizarry, Customer Account Specialist – March 9th

10 Years: Laura Weinstock, Project Administration & HR Coordinator – April 20th
Beau Sponseller, Facilities Project Lead & District Safety Officer – May 18th

15 Years: Paul Hunter, Senior Facilities Technician – January 11th

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

Meeting Date:
June 3, 2025

Agenda Item Number: H-1

Action Required:
No

Department: Customer Service
Sponsor: Connie Fazio

Subject:
Customer Service Report - April 2025

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

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

Approved By: _____
General Manager

Date: 5-29-25

Key Largo Wastewater Treatment District

Customer Service Report

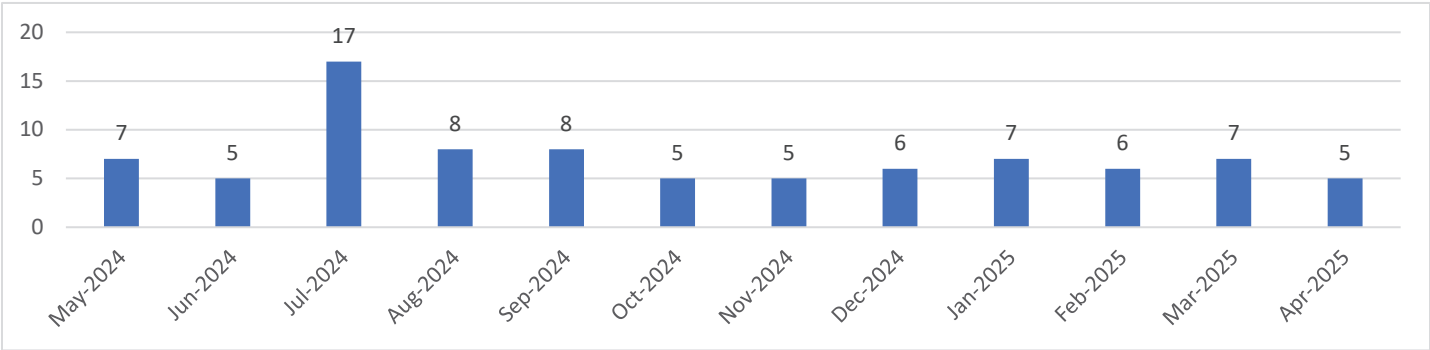
April 2025

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

Customer Service Requests

	Total
Billing	7
Damage	1
Demo	2
Field Department	6
Locate	1
MOD	5
NOA	4
Tie In Non Res	1
Tie In Res	3
Total	30

Number of Completed Wastewater Connections



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

New Connections:

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

Reconnections:

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

Meeting Date:
June 3, 2025

Agenda Item Number: I-1


Action Required:
No

Department: IT Sponsor: ENS

Subject:
IT Report - April 2025

Summary:
ENS will present the IT monthly report.

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

Approved By:  Date: 5-29-25
General Manager

IT

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

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

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

Meeting Date:
June 3, 2025

Agenda Item Number: L-1

Action Required:
No

Department:
Plant/Facilities

Sponsor:
Ryan Dempsey

Subject:
Plant/Facilities Report - April 2025

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

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

Approved By: _____

General Manager

Date: _____

5-29-25

Wastewater Treatment Plant Operations

The wastewater treatment plant processed an average of 1.9 million gallons of influent per day (MGD). The Treatment Plant remains in compliance with the Florida Department of Environmental Protection (FDEP) guidelines.

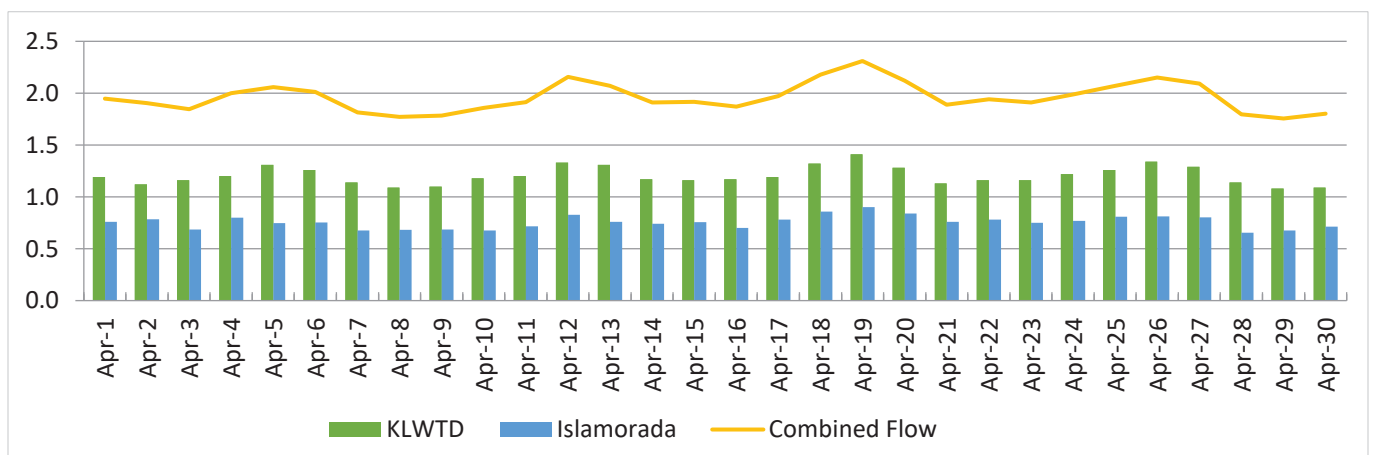
Effluent Quality Reports (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

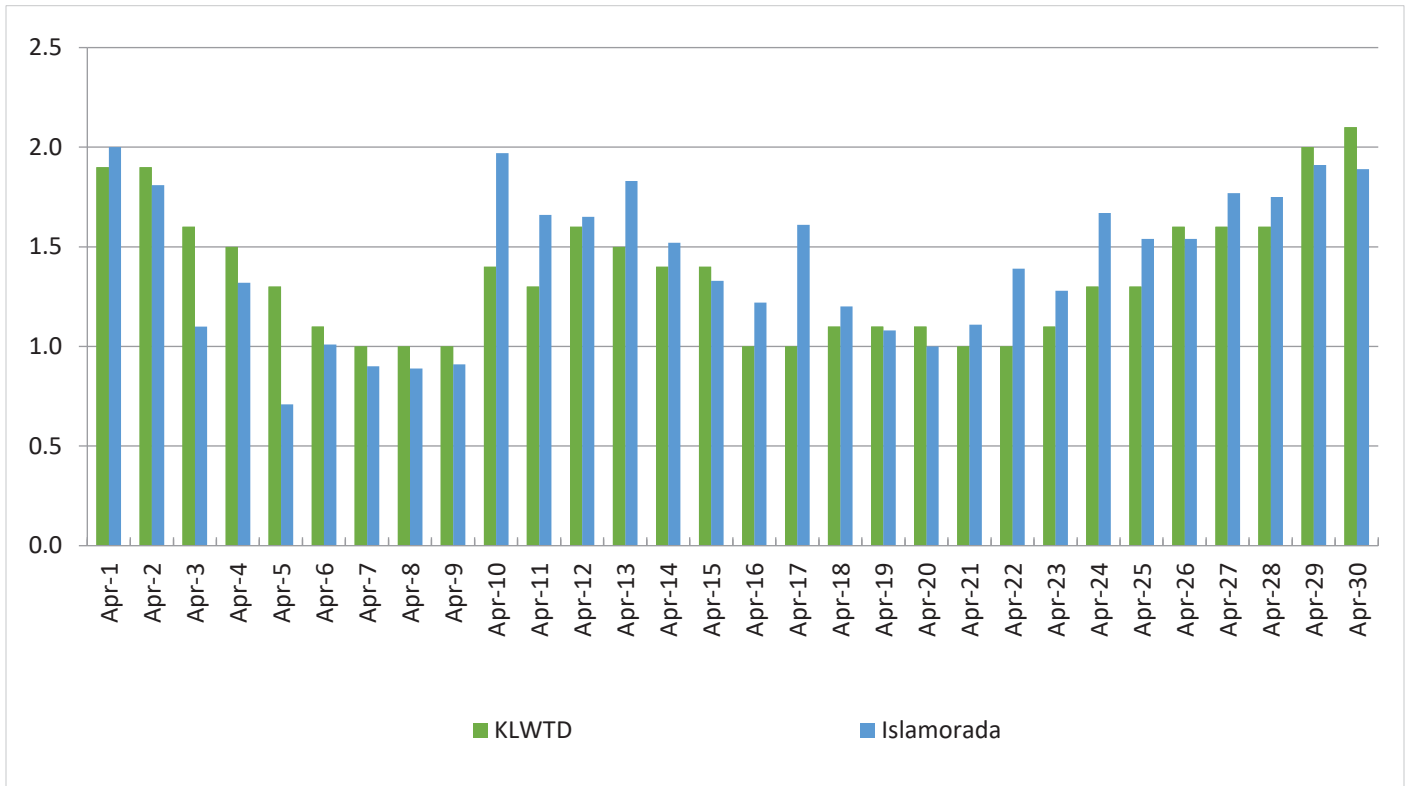
Effluent Quality Report	April 2025 Plant Performance	12 Month Average Plant Performance	Effluent Limits
CBOD5 (Carbonaceous Biochemical Oxygen Demand)	1	1.4	5
TSS (Total Suspended Solids)	1	1.2	5
TN (Total Nitrogen)	3.7	2.7	Report only
TP (Total Phosphorous)	1.2	.7	Report only

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

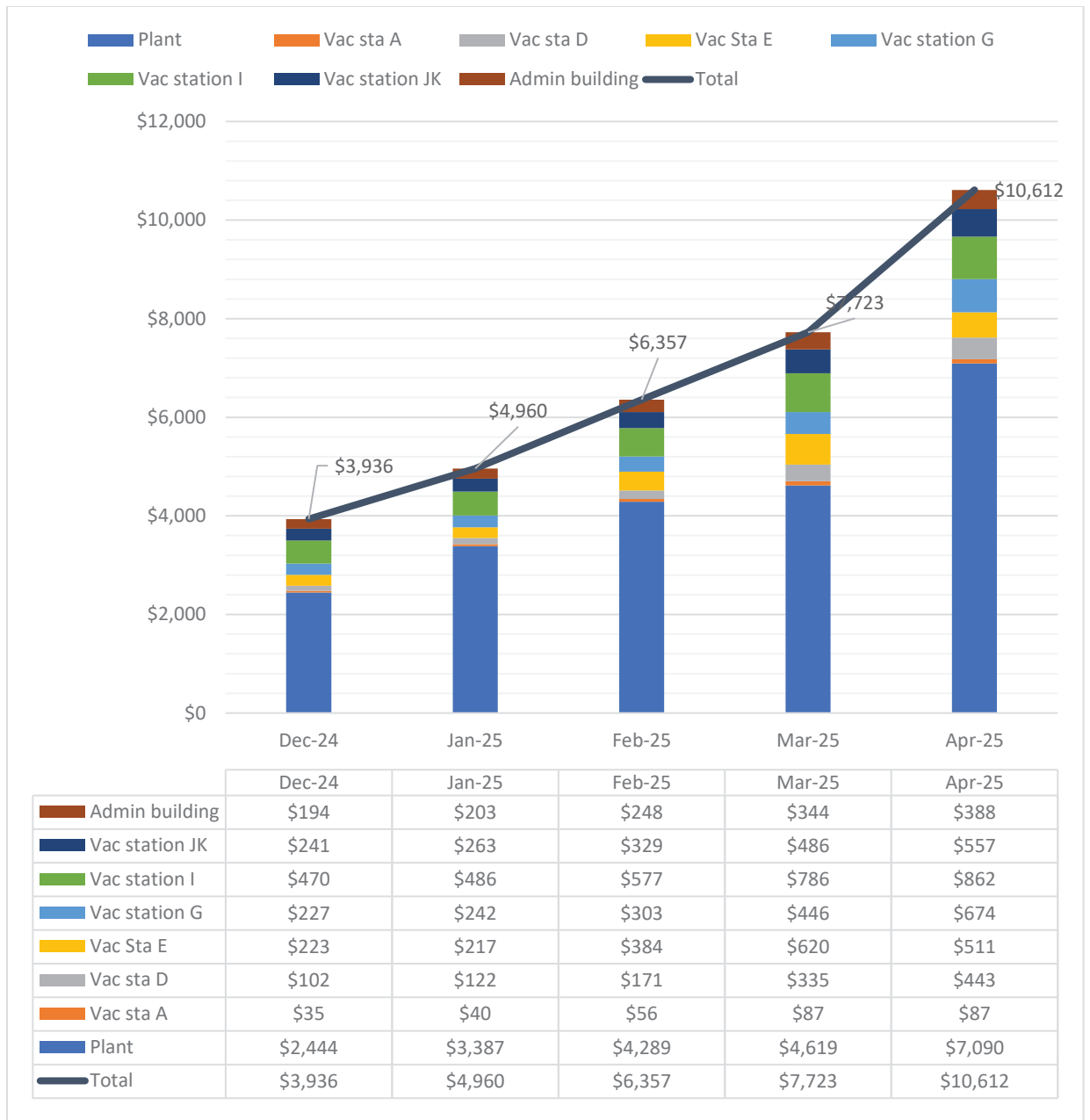
Average Daily Flow: .755 MGD

Highest Daily Flow: .900 MGD

Monthly Peak Salinity: 2.0 PPT

Days over 4.0 PPT Salinity: 0

3-month average of Islamorada flow capacity (1.104 MGD): 68%

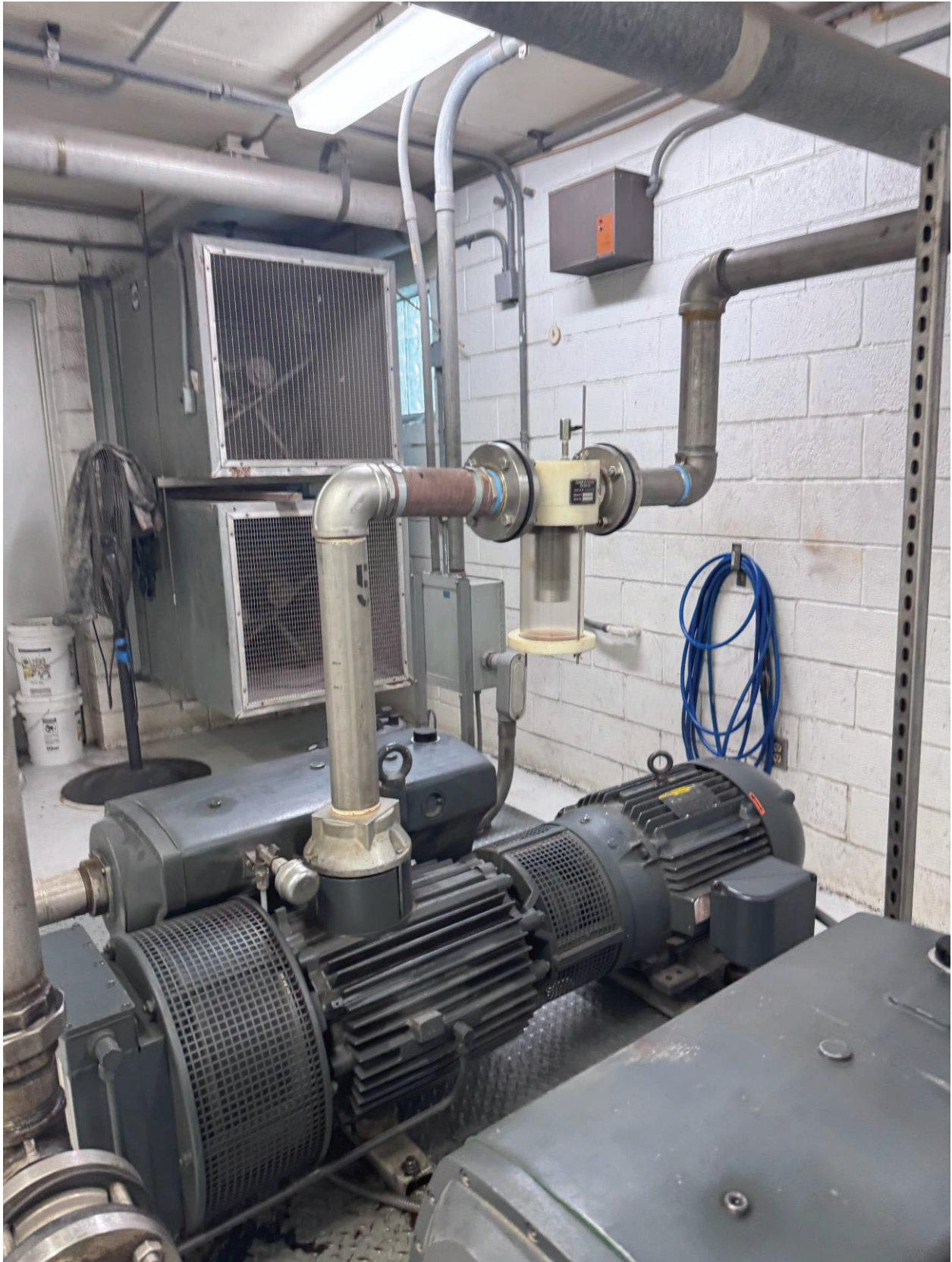


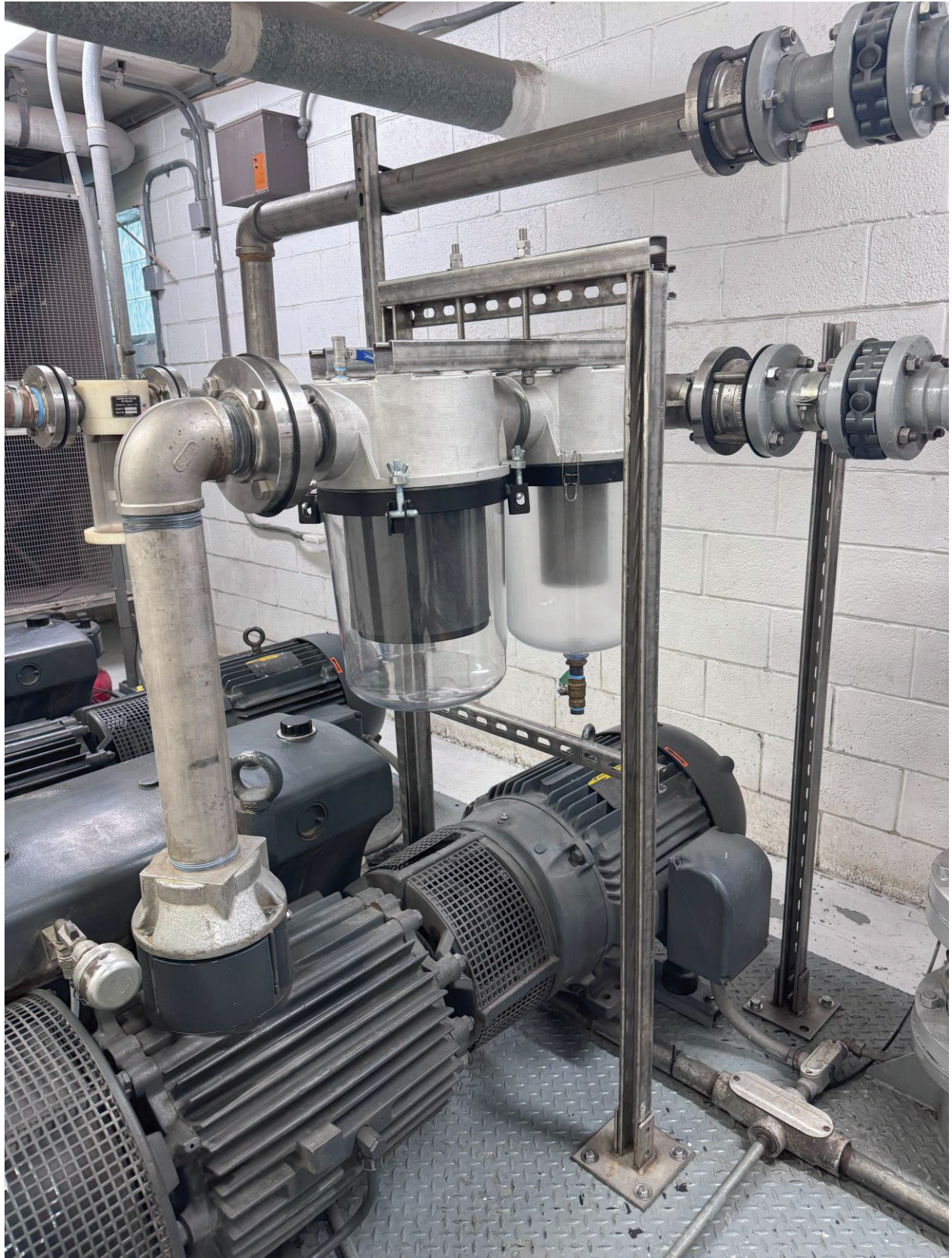
Vacuum tank sight tube and salinity meter project





Vacuum pump filter and moisture separator upgrade





SBR Aeration blower replacement









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

Meeting Date:

June 3, 2025

Agenda Item Number: M-1

Action Required:

No

Department:

Capital Projects

Sponsor:

Ed Castle

Subject:

Capital Projects Report - April 2025

Summary of Discussion:

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

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: _____

General Manager



Date: _____

5-29-25

Key Largo Wastewater Treatment District Capital Projects Report

Including updates through April 2025

Current Capital Projects

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

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

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

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

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

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

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

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

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

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

Upcoming Construction Projects

Project	Estimated Total Cost	Status
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 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 to access blower #4. These modifications will allow for more efficient service of the blowers. This project is currently in the preliminary design phase.



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



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

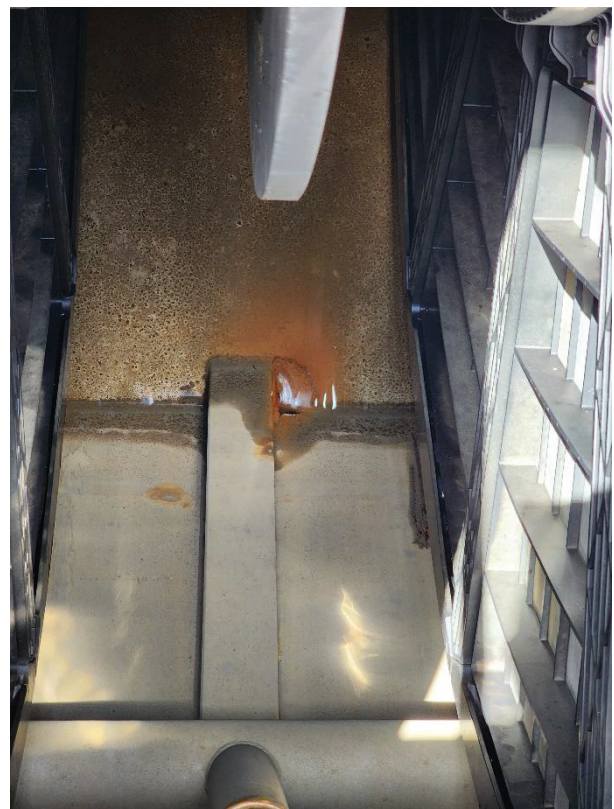


Figure 4 and 5. Corrosion on the welds of the 316SS Evoqua 40X filter

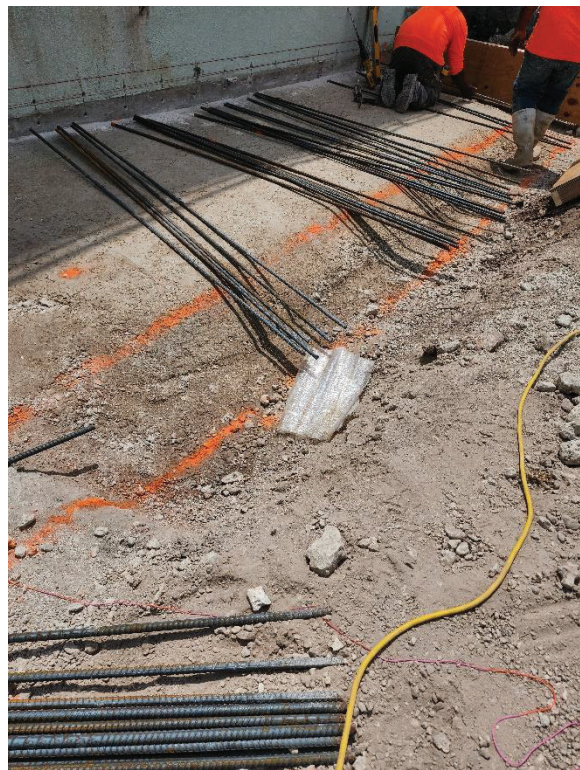


Figure 6 and 7. Embedment of rebar in existing wall of the plant pump station



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



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



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



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



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

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

Meeting Date:
June 3, 2025

Agenda Item Number: P-1

Action Required:
No

Department: Commissioner's Item Sponsor: Chairman Rodriguez

Subject:
General Rules and Regulations Update

Summary:
Chairman Rodriguez will request an update on the General Rules and Regulations.

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

Approved By: _____

General Manager

Date: _____

5-29-25

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

Meeting Date:
June 3, 2025

Agenda Item Number: P-2

Action Required:
No

Department: Commissioner's Item
Sponsor: Chairman Rodriguez

Subject:
SIC Payment Plan - Future Discussions

Summary:
Chairman Rodriguez will discuss future SIC Payment Plans

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

Approved By:  Date: 5-29-25
General Manager

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

Meeting Date:
June 3, 2025

Agenda Item Number: P-3

Action Required:
No

Department: Commissioner's Item
Sponsor: Chairman Rodriguez

Subject:
Solar Update

Summary:
Chairman Rodriguez will request an update on the Solar Project.

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

Approved By: _____

General Manager

Date: _____

5-29-25