



Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Tuesday, October 21, 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: 578-583-005

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 October 7, 2025 4

G. GENERAL MANAGER

H. IT

- 1. IT Report – September 2025 9

I. CUSTOMER SERVICE

- 1. Customer Service Report – September 2025 11

J. BUDGET AND FINANCE

- 1. Budget and Finance Report – September 2025 14

K. FIELD

- 1. GIS Updates and Maintenance 17
- 2. GIS Training 21

L. PLANT/FACILITIES

M. CAPITAL PROJECTS

- 1. Capital Projects Report – September 2025 24

N. ENGINEERING

O. LEGAL

1. KLF RE LLC (Key Largo Fisheries) - 1313 Ocean Bay Dr, AK No. 1620751 (Reso No. 17-2025)

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

2. Letter of No Objection - Reso No. 18-2025

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A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (THE "DISTRICT") AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND DELIVER A LETTER OF NO OBJECTION TO THE PROPOSED ABANDONMENT OF A PORTION OF THE ALLEY BEHIND 102091 OVERSEAS HWY, BLOCK 5 LOT 13, PAMELA VILLA SUBDIVISION, KEY LARGO, MONROE COUNTY, FLORIDA.

P. COMMISSIONER'S ITEMS

Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date:
October 21, 2025

Agenda Item Number: F-1

Action Required:
Yes

Department: Legal
Sponsor: Nick Mulick

Subject:
Minutes of October 7, 2025

Summary:
Staff to present the minutes of October 7, 2025, for approval.

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

Approved By: _____

General Manager

Date: _____

10-16-25



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, October 7, 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, and Robert Majeska

Present Virtually (non-voting): Commissioners Sue Heim and 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; WWTP Lead Operator Adam Baptiste; Weiler Engineering Steve Suggs and Lexi Connor; IT Support Manny Santana

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Commissioner Heim requested item *G-1 2026 BOC Meeting Schedule and Holiday Schedule* action be changed to "Yes".

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 September 16, 2025 (F-1)

Motion: Commissioner Majeska made a motion to approve the Minutes of September 16, 2025. Commissioner Maloney seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

2026 BOC Meeting Schedule and Holiday Schedule (G-1)

Mr. Rosasco presented the 2026 BOC Meeting and Holiday Schedule for approval.

Motion: Commissioner Maloney made a motion approve item G-2 with the following changes to the BOC Schedule: Jan 20, 2026, Feb – Nov the first & third Tuesdays, Dec 15, 2026.
Commissioner Majeska seconded the motion.

Vote on Motion:

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

NPK Update (G-2)

Mr. Rosasco gave an update on the North Plantation Key Project.

IT (H)

No report in agenda.

CUSTOMER SERVICE (I)

No report in agenda.

BUDGET AND FINANCE (J)

No report in agenda.

FIELD (K)

Field Report – August 2025 (K-1)

Mr. Perez presented the Field monthly report.

PLANT/FACILITIES (L)

Plant/Facilities Report – August 2025 (L-1)

Mr. Dempsey presented the Plant/Facilities monthly report.

Vactron Tank Purchase (L-2)

Mr. Suggs requested approval to purchase a replacement Vactron Tank.

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

Vote on Motion:

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

CAPITAL PROJECTS (M)

No report in agenda.

ENGINEERING (N)

Amendment to FY2025 WWTP Work Authorization (N-1)

Mr. Suggs requested approval of amendment to Weiler Work Authorization 25-02.

Motion: Commissioner Maloney made a motion to approve the Amendment to

**Fiscal Year 2025 WWTP Work Authorization.
Commissioner Majeska seconded the motion.**

Vote on Motion:

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

WEC Work Authorization 26-01 – Capital Projects (N-2)

Mr. Suggs requested approval of WEC Work Authorization for FY26 for Capital Projects.

**Motion: Commissioner Maloney made a motion to approve the WEC Work Authorization 26-01 with Other Reimbursable Expenses at cost.
Commissioner Majeska seconded the motion.**

Vote on Motion:

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

WEC Work Authorization 26-02 – WWTP Engineering Services (N-3)

Mr. Suggs requested approval of WEC Work Authorization for FY26 for WWTP Engineering Services.

**Motion: Commissioner Maloney made a motion to approve the WEC Work Authorization 26-02 with Other Reimbursable Expenses at cost.
Commissioner Majeska seconded the motion.**

Vote on Motion:

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

WEC Work Authorization 26-03 – Capital Projects (N-4)

Mr. Suggs requested approval of WEC Work Authorization for FY26 for Capital Projects.

**Motion: Commissioner Majeska made a motion to approve the WEC Work Authorization 26-03 with Other Reimbursable Expenses at cost.
Commissioner Maloney seconded the motion.**

Vote on Motion:

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

WEC Work Authorization 26-04 – Admin. Consulting (N-5)

Mr. Suggs requested approval of WEC Work Authorization for FY26 for Admin Consulting.

Motion: Commissioner Majeska made a motion to approve the WEC Work Authorization 26-04 with Other Reimbursable Expenses at cost. Commissioner Maloney seconded the motion.

Vote on Motion:

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

WEC Work Authorization 26-05 – CSAP Completion (N-6)

Mr. Suggs requested approval of WEC Work Authorization for FY26 for CSAP Completion.

Motion: Commissioner Maloney made a motion to approve the WEC Work Authorization 26-05 with Other Reimbursable Expenses at cost. Commissioner Majeska seconded the motion.

Vote on Motion:

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

LEGAL REPORT (O)

No report in agenda.

COMMISSIONER ITEMS (P)

No report in agenda.

ROUNDTABLE DISCUSSION (Q)

No report in agenda.

ADJOURNMENT (R)

The meeting was adjourned at 6:01 p.m.

Nicolas Rodriguez, Chairman

Shannon McCully, Clerk

Seal _____

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

Meeting Date:
October 21, 2025

Agenda Item Number: H-1

Action Required:
No

Department: IT
Sponsor: Manny Santana

Subject:
IT Report - September 2025

Summary:
Mr. Santana 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: _____

General Manager

Date: _____

10-16-25

IT

The IT Department received 666 tickets and completed 606 tickets in September.

Project	Cost	Description
Windows 10 to Windows 11 Update	\$10,312.50 Budgeted	• Windows 10 will no longer be supported after October 14, 2025. • Upgrade will begin august 4th. • 5 Machines per night will be upgraded. • Project will be completed be completed before 9/26.(Completed)

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

Meeting Date:
October 21, 2025

Agenda Item Number: I-1

Action Required:
No

Department: Customer Service
Sponsor: Connie Fazio

Subject:
Customer Service Report - September 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 2. KLWTD Demo and Wastewater Billing Procedure
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By: _____

General Manager

Date: _____

10.16.25

Key Largo Wastewater Treatment District Customer Service Report

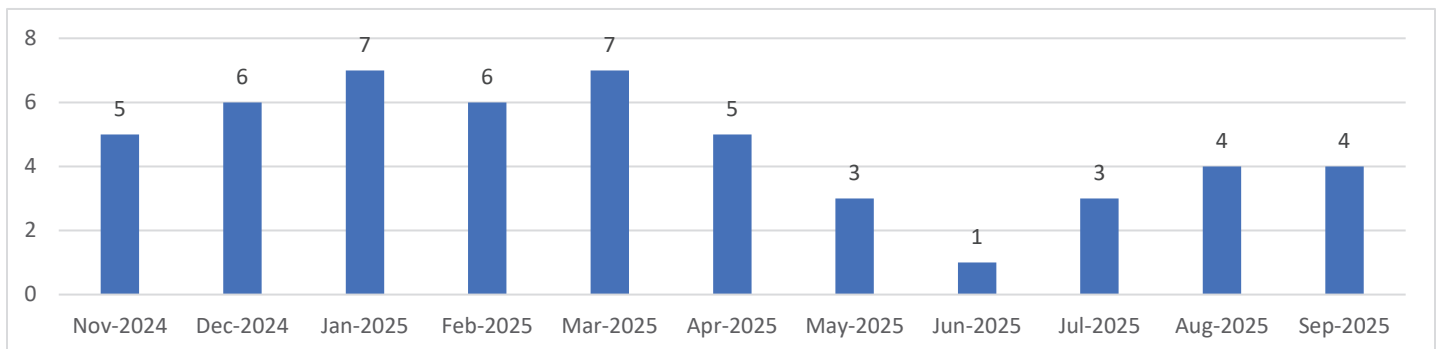
September 2025

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

Customer Service Requests

	Total
Billing	11
Demo	5
Field Department	7
Locate	3
MOD	9
NOA	6
Odor	1
Tie In Res	10
Total	52

Number of Completed Wastewater Connections



Completed Wastewater Connections of 4 Residential Properties:

- 230 Lower Matecumbe Rd
- 16 Bass Ave
- 1 Orange Dr
- 16 S Exuma Rd

KLWTD Demo and Wastewater Billing Procedure

1. Contractor Requests Demo Disconnect

- The contractor submits a request for demo disconnect service.

2. Inspection & Customer Form

- A KLWTD inspector witnesses the physical disconnect.
- The inspector provides the customer with the Demo Inspection Form.

3. Stop Wastewater Billing Request

- Customer Service submits a request to FKAA to stop wastewater billing.

4. Monthly Permit Monitoring

- Customer Service sets a recurring monthly reminder to check for a new building permit related to the property.

5. Permit Progress Tracking

- Once a new building permit is issued, Customer Service tracks its progress.

6. Notification of Permit Closure

- Monroe County Building Department notifies KLWTD upon the permit's closure.

7. Wastewater Billing Reinstatement

- KLWTD initiates wastewater billing for the property once the permit is closed.

From: Elka Garcia <egarcia@fkaa.com>

Sent: Wednesday, September 17, 2025 11:49 AM

To: Alexis Irizarry <Alexis.Irizarry@klwtd.com>

Subject: RE: Questions about Demos

A meter is only removed at the owner's request, or it will be billed for the ready to use fee. If they do decide to remove the meter, then they will be billed for a drop-in fee in the future. To answer your question, it's up to the owner.

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

Meeting Date:
October 21, 2025

Agenda Item Number: J-1

Action Required:
No

Department: Budget and Finance
Sponsor: Connie Fazio

Subject:
Budget and Finance Report - September 2025

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

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

Approved By: _____

General Manager

Date: _____

10-16-25

September 2025

Budget and Finance Report

Long-Term Debt Summary	
SRF Loan KLNC 46401P	\$5,887,566.60

Next payment: January 2026: \$779,480.33

	Cash Flow	
	Deposits	Expenditures
Wastewater Billing Deposits Received	\$683,411.61	
Assessment Revenue Received (Non-Ad Valorem & SDC Prepayments)	\$14,993.01	
Islamorada Revenue	\$119,805.21	
Interest Income	\$115,503.42	
Grant Revenue (includes Stewardship and ACOE reimbursements, if applicable)	\$1,023,245.91	
District Expenditures (checks written)		\$1,578,068.63
Payroll		\$168,095.51
Total:	\$1,956,959.16	\$1,746,164.14

FKAA Wastewater Revenue Statistics

Date	Number of Customers Billed	WW Revenue Received	Date	Number of Customers Billed	WW Revenue Received
Oct. 2023	10,158 (9,275 Residential 883 Commercial)	\$570,143.86	Oct. 2024	10,201 (9,323 Residential 878 Commercial)	\$582,351.40
Nov. 2023	10,152 (9,272 Residential 880 Commercial)	\$567,443.79	Nov. 2024	10,200 (9,322 Residential 878 Commercial)	\$521,665.22
Dec. 2023	10,154 (9,275 Residential 879 Commercial)	\$638,428.80	Dec. 2024	10,204 (9,326 Residential 878 Commercial)	\$594,943.07
Jan. 2024	10,160 (9,278 Residential 882 Commercial)	\$534,961.66	Jan. 2025	10,207 (9,330 Residential 877 Commercial)	\$603,109.67
Feb. 2024	10,153 (9,274 Residential 879 Commercial)	\$431,382.57	Feb. 2025	10,211 (9,337 Residential 874 Commercial)	\$631,840.90
Mar. 2024	10,170 (9,286 Residential 884 Commercial)	\$863,381.29	Mar. 2025	10,188 (9,313 Residential 875 Commercial)	\$616,286.54
April 2024	10,195 (9,317 Residential 878 Commercial)	\$599,239.78	April 2025	10,219 (9,342 Residential 877 Commercial)	\$681,706.55
May 2024	10,212 (9,335 Residential 877 Commercial)	\$646,584.43	May 2025	10,227 (9,350 Residential 877 Commercial)	\$778,032.51
June 2024	10,182 (9,304 Residential 878 Commercial)	\$624,252.64	June 2025	10,214 (9,337 Residential 877 Commercial)	\$670,479.78
July 2024	10,212 (9,331 Residential 881 Commercial)	\$633,246.33	July 2025	10,235 (9,361 Residential 874 Commercial)	\$639,287.25
August 2024	10,213 (9,334 Residential 879 Commercial)	\$631,716.35	August 2025	FKAA Stats not available as of 9/8/25	\$715,933.48
Sept. 2024	10,200 (9,324 Residential 876 Commercial)	\$606,633.56	Sept. 2025	FKAA Stats not available as of 10/14/25	\$683,411.61
Total Revenue from October 2023 Through September 2024		\$7,347,415.06	Total Revenue from October 2024 Through September 2025		\$7,719,047.98

July 2025 Credit Card Fee Info

CC Total of KLWTD Customer Payments to FKAA \$245,087.96

2.5% of CC Charges: Total Cost to KLWTD \$6,127.20

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

Meeting Date:
October 21, 2025

Agenda Item Number: K-1

Action Required:
Yes

Department: Field Operations
Sponsor: Rudy Perez

Subject:
GIS Updates and Maintenance

Summary:
Mr. Perez will request approval for the GIS Updates and Maintenance proposal from FTC.

<u>Reviewed / Approved</u>		<u>Financial Impact</u>	<u>Attachments</u>
Operations:	_____	\$ 30,040.00	1. GIS Updates and Maintenance Proposal from FTC
Administration:	_____	Expense	
Finance:	_____	Funding Source:	
District Counsel:	_____	District	
District Clerk:	_____	Budgeted:	
Engineering:	_____	Yes	

Approved By: _____

General Manager

Date: _____

10-16-25



October 9, 2025

Manuel Santana
IT Director
Key Largo Wastewater Treatment District
manuel.santana@klwtd.com

Subject: Key Largo GIS Utility Updates and Maintenance

Dear Mr. Santana:

Florida Technical Consultants (FTC) is pleased for the opportunity to submit this Proposal for Professional Services to assist you in updating your GIS Utility Atlas and implementing the data in your operations.

Project Description

Key Largo Wastewater Treatment District (KLWTD) recently upgraded the GIS Utility Atlas. The system must be maintained to keep the data current and coordinate with outside agencies, contractors and consultants. Field staff need training to run the system. The purpose of the following scope is to provide hourly services to help keep the system current and implement asset management.

Background and Scope

During the initial upgrade:

- GIS Infrastructure was overhauled to leverage ArcGIS Online
- Datasets were rebuilt to include linework, diameters, materials
- Online maps were updated for new data and processes
- Field Staff were trained to collect field data with app
- FTC updated mass data points and layers
- Emergency Application Development

The following are tasks identified to upgrade and maintain the GIS Platform:

GIS Platform Maintenance

Platform Maintenance and Monitoring

- FTC will continually monitor the system and ensure it is operational and updated (4 hrs per month)
- IT requirements
- GIS coordination
- Monthly Maintenance
- Security
- Data Integrity Audits
- ArcGIS Online Software updates from ESRI

General Data and Application Support (8 hrs per month)

- Parcel Updates for 2026 Year
- Additional Layers as requested
- Support any application development or data updates required by KLWTD

Automated Data Backups

- Build Automated Data Backup (24 hrs)
- Run backups monthly (2 hrs per month)

Emergency Management Maintenance (16 hrs)

- Application modifications with staff feedback
- Coordination with KLWTD
- Hurricane preparedness
- Emergency Operations Center
- Dashboard

GIS Investigate for Feasibility

Photo Storage Migration

- Migration of historical photos (trimble, klwtd.net) into Field Apps

ArcGIS Server Upgrade

- Upgrade from version 10.6.x to 11.x

Plant Operations

- Migration of historical data into GIS,
- Update layer information and schema

Asset Management

- System selection
- Prepare data with field names and asset ID's,
- Third party integration

Deliverables

FTC will provide KLWTD and monthly project status report outlining the activities completed and objectives for future activities. FTC will provide copies of all data and collected and created.

Assumptions

- KLWTD will provide IT to support ArcGIS Licenses and Installation.
- KLWTD will provide access to all relevant utility drawings, plans and background information.
- KLWTD will provide access to staff necessary to review the atlas and provide feedback.

Fees and Schedule

The estimated level of involvement will be as follows:

Description	Project Manager \$155 / hr	Senior GIS Consultant \$140 / hr	GIS Analyst \$130 / hr	Fee
GIS Data Support				
Maintenance and Monitoring		44		\$6,160
General	12	64	24	\$13,940
Automated Data Backups	24	24		\$7,080
Emergency Management Maintenance	4	16		\$2,860
Total				\$30,040

All services will be on an hourly basis. The schedule of delivery will be in an as-needed basis as defined by the KLWTD. KLWTD will be billed monthly according to the services and deliverables provided. Should you have any questions, please do not hesitate to contact me at my office at (954) 954-8488 or send me an electronic message at jbarton@fltechinc.com.

Respectfully submitted,



Florida Technical Consultants
James Barton, P.E.
President

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

Meeting Date:
October 21, 2025

Agenda Item Number: K-2

Action Required:
Yes

Department:
Field Operations

Sponsor:
Rudy Perez

Subject:
GIS Training

Summary:
Mr. Perez will request approval for the GIS Training proposal from FTC.

<u>Reviewed / Approved</u>		<u>Financial Impact</u>	<u>Attachments</u>
Operations:	_____	\$ 30,190.00	1. Training Proposal from FTC
Administration:	_____	Expense	
Finance:	_____	Funding Source:	
District Counsel:	_____	District	
District Clerk:	_____	Budgeted:	
Engineering:	_____	Yes	

Approved By: _____

General Manager

Date: _____

10.16.25



Oct 9, 2025

Manuel Santana
It Director
Key Largo Wastewater Treatment District
manuel.santana@klwtd.com

Subject: Key Largo GIS Utility Update Training

Dear Mr. Santana:

Florida Technical Consultants (FTC) is pleased for the opportunity to submit this Proposal for Professional Services to assist you in updating your GIS Utility Atlas and implementing the data in your operations.

Project Description

Key Largo Wastewater Treatment District (KLWTD) recently upgraded the GIS Utility Atlas. The system must be maintained to keep the data current and coordinate with outside agencies, contractors and consultants. Field staff need training to run the system. The purpose of the following scope is to provide hourly services to train staff to keep the system current and implement asset management.

In FY 25, FTC was training 1 Staff Member at KLWTD. In FY 26, the training will be extended to 2 additional staff.

Staff Training

Training Program

- Develop Training Materials / SOPs
- Remote training 2-4 hrs per week
- On-Site training 1 day per month
- Map Update Points and Lines
- Review Information from Field
- Update Base Utility Layers
- Push Updates to ArcGIS Online

Deliverables

FTC will provide KLWTD and monthly project status report outlining the activities completed and objectives for future activities. FTC will provide copies of all data and collected and created.

Assumptions

- KLWTD will provide IT to support ArcGIS Licenses and Installation.
- KLWTD will provide access to all relevant utility drawings, plans and background information.
- KLWTD will provide access to staff necessary to review the atlas and provide feedback.

Fees and Schedule

The estimated level of involvement will be as follows:

Description	Project Manager \$145 / hr	Senior GIS Consultant \$135 / hr	GIS Analyst \$125 / hr	Fee
GIS Training Program				
Administer Additional Students		16		\$2,240
Training Program	90	100		\$27,950
Total				\$30,190

All services will be on an hourly basis. The schedule of delivery will be in an as-needed basis as defined by the KLWTD. KLWTD will be billed monthly according to the services and deliverables provided. Should you have any questions, please do not hesitate to contact me at my office at (954) 954-8488 or send me an electronic message at jbarton@fltechinc.com.

Respectfully submitted,



Florida Technical Consultants
James Barton, P.E.
President

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

Meeting Date:
October 21, 2025

Agenda Item Number: M-1

Action Required:
No

Department:
Capital Projects

Sponsor:
Steve Suggs

Subject:
Capital Projects Report - September 2025

Summary of Discussion:

Mr. Suggs will present the Capital Projects 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: _____

10.16.25

Key Largo Wastewater Treatment District Capital Projects Report

Including updates through September 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)
Effluent Filtration Upgrades (LPA0243)	\$ 3,043,820.00	\$3,343,823.76	\$505,000.00	\$3,848,823.76
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	Percentage Complete (Based off current processed pay applications)
	\$463,197.50	\$2,882,800.16	\$502,826.10	87%

Start of Contract: 5/18/2023
Substantial Completion Date: 6/17/2025 (755 Days) **Project on Schedule?:** No
Current Time Extensions to Contract: 395 Days
Funding Source: FDEP Stewardship (LPA0243)

Project Updates:

- Evoqua provided a Final Inspection Report Summary documenting all test results and suggested corrective actions to the District on July 18th. They took the stance that the process/reuse water introduced to the system in combination with stagnant conditions allowed microbial growth and corrosion and that the damage is not attributed to workmanship by Evoqua.
- WEC/KLWTD and Reynolds prepared a draft response that **rejected Evoqua's Final Inspection Report Summary claims**, consolidating field observations and contract/spec references in the previous period.
- The official KLWTD response letter, mentioned above, was sent to Evoqua and confirmed receipt of the letter on Sept 3rd. Evoqua replied on Sept 19th disagreeing with KLWTD's position that the leaks are related to manufacturer defects, but proposed to repair the filter at no cost to KLWTD and cover costs of transportation of the filter to and from the KLWTD WWTP and their GA facility.
- WEC responded to Evoqua's Sept 19th letter on Sept 23rd stating that the cost of reinstallation and restart of the filters shall be resolved between Reynolds and Evoqua, asking for a repair plan and timeline, and instructing that a drain is to be installed on the filter. Evoqua responded on Oct 10th pushing back on drain installation, saying it is to code API 650 and not defective. WEC disagrees because API 650 does not permit incomplete draining and evaporation as being "to code". Correspondence to continue into next period.
- Reynolds, WEC staff and KLWTD staff did not attend any construction progress meetings.

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	\$9,581,964.94	\$1,015,000.00	\$10,596,964.94
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	Percentage Complete (Based off current processed pay applications)
	\$1,012,683.75	\$7,882,378.44	\$1,701,902.75	84%

Start of Contract: 7/26/2022
Substantial Completion Date: 4/22/2026 (1,399 days) **Project on Schedule?:** Yes
Current Time Extensions to Contract: 609 days
Funding Source: Combination of USACE & FDEP Stewardship (LPA0424)

Project Updates:

- Work is completed in Basins A, B, C, D, G, H, F, I and JK
- Sensor installation is 100% complete (Note: This is only sensors and does not include other aspects of the project).
 - Walkthroughs have been completed for all basins, pending substantial and final completion for Basin E0 and C.
- Valve rebuilds continued – 1,600 rebuilds completed.
- Flovac and IVC completed work in Basin C-4. Crews installed conduit and monitoring equipment, and rebuilt valves were installed in September.
- Toward the end of the period WEC, IVC, KLWTD and FloVac performed a walkthrough of the remaining subbasins of Basin C. The final punch list was distributed in early October along with Substantial Completion.
- WEC and FloVac are working out the details for a final balancing change order as the construction is coming to an end.
 - The only remaining construction items are the low-pressure and high-pressure monitoring on the grinder pumps and force mains, respectively.
- Construction progress meeting was held on September 23rd 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)
Power Conditioning and Electrical Upgrades at the WWTP (LPA0426)	\$2,670,450.00	\$3,209,145.53	\$485,000.00	\$3,694,145.53
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	Percentage Complete (Based off current processed pay applications)
	\$437,343.55	\$1,630,101.01	\$1,626,700.97	56%

Start of Contract: 1/22/2025
Substantial Completion Date: 07/08/2026 (532 days) **Project on Schedule?:** Yes
Current Time Extensions to Contract: 23 days
Funding Source: Combination of FDEP Stewardship (LPA0426) & R&R

Project Updates:

- By the end of September, approximately 95% of all conduits for the project had been installed.
 - Conduit was installed for cameras located around the plant, injection wells pumps, flow meters, turbidity meters, salinity probe display, chlorine analyzers displays, lighting, etc.
- Pedro Falcon installed pull strings in completed conduit runs and began pulling wire. The crew began pulling power wiring from the new PVC junction box on SBR #3 to the Post EQ tank using vacuum throughout the month of September.
- Contractor installed outlets along the rims of SBR #1, #2, and #3 throughout the period.
- All site lighting conduit and poles have been installed and all wires connecting the light have been pulled and are ready for connection to power.
- VPS disconnects were installed at the Vacuum Station building, and the pressure transducer was wired into the emergency vacuum trailer control panel by Pedro Falcon. Airvac is under contract for the programming of the trailer to allow for the pumps on the trailer to shut off when the pressure sensor hits its set point.
- During September, technical discussions were held with the manufacturer (UST) regarding the new SureVolt power conditioning equipment.
- Pedro Falcon, KLWTD and WEC staff attended the construction progress meetings on September 10th and September 24th.

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 (KG004)	\$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 (Based off current processed pay applications)
	\$217,831.25	\$1,593,548.75	\$2,597,761.26	44%

Start of Contract: 03/28/2025
Substantial Completion Date: 02/04/2026 (330 Days) **Project on Schedule?:** Yes
Current Time Extensions to Contract: 0 Days
Funding Source: Combination of FDEP Stewardship (KG004) & R&R

Project Updates:

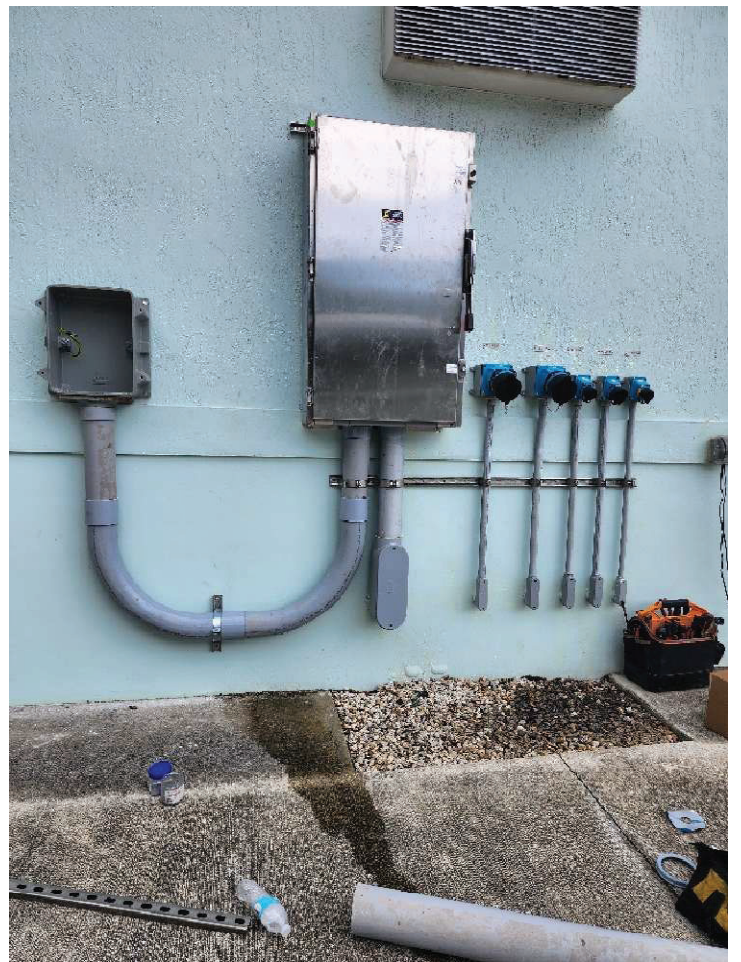
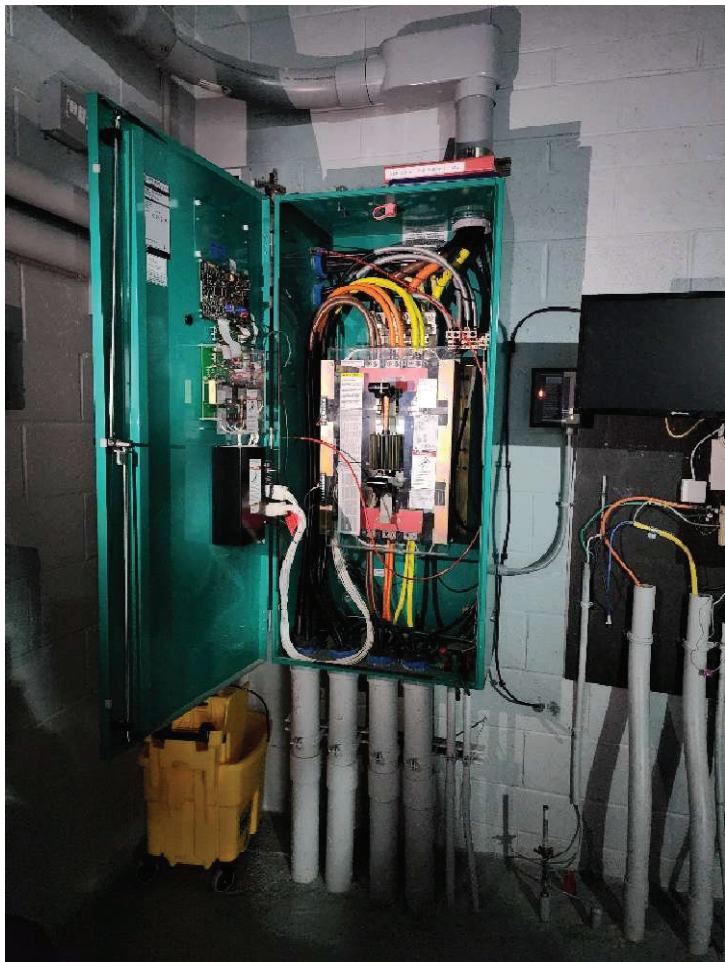
- Drywell locations at Vacuum Stations E, G, I, and J/K were GPS-located by WEC inspector and locations were reviewed by WEC staff for approval. Contractor had finished installation of 12" dry wells in late August.
- Vacuum Station A – During September, the Contractor completed the second lift of the CMU wall and tie beam. Belle Construction (Contractor) also provided submittals for the wall finishes for WEC review and plans to finish the CMU wall construction and pour equipment pads in the following period.
- Contractor worked on coating the Odor Control concrete slabs at Vacuum Stations D, G, and I throughout the month of September.
- On September 14th (3) sets of Odor Control Tanks arrived at Vacuum Stations D, G, and I. Contractor plans to have piping installed to connect the tanks in the coming period.
- Belle Construction, KLWTD, and WEC staff attended progress meetings on September 11th and September 25th.

Upcoming Construction Projects

Project	Estimated Data	Status
EQ Tank and Headworks Project (LPA 0425)	Project Cost: \$11,523,215 Existing State Funds: \$4,570,813.25 Design: 60% Design Completion: December 2025 Construction: July 2026-July 2028	The EQ Tank and Headworks project consists of a new 1.00 MGD pre-equalization tank and a new headworks screening system. The project team is actively coordinating with manufacturers and suppliers on key design components such as the odor control system, aeration diffusers, headworks screens, and disposal system. Pricing for several components has been received and is under review as design coordination and equipment selection progress. A permit modification has been submitted to FDEP to reflect the proposed improvements, with coordination ongoing to address any RAIs. The District is also working closely with the Village of Islamorada, its largest customer, as they evaluate design changes involving in-line booster pumps and macerators, which could increase peak flows and require additional screening capacity. Hydraulic modeling has been completed by Islamorada's engineers to assess potential impacts and the District is reviewing and corresponding with the Village of Islamorada.
Vacuum Tank Upgrades	Project Cost: \$12,370,312 Design: Preliminary Design Completion: April 2026 Construction: TBD based on funding	Replace existing steel vacuum tanks at all KLWTD vacuum stations with new corrosion-resistant, high strength, fiberglass reinforced plastic vacuum tanks. Additionally, this project upgrades foundations for flood resistance and integrates new valves, fittings, gaskets, and SCADA controls. These vacuum tanks form the backbone of the wastewater collection system, which serves over 20,000 residents and thousands of seasonal visitors in the Upper Keys, including the Village of Islamorada. Currently, the only design that has started is on the replacement of the Vacuum Station E tank.
Pipe Protection Project	Project Cost: \$2,401,285 Design: 30% Design Completion: April 2026 Construction: March 2026-March 2027	This project rehabilitates 3,400 ft of corroded ductile iron mains within the Key Largo Wastewater Treatment Plant using a combination of cured-in-place pipe (CIPP) lining for larger-diameter mains and selective open-cut replacement with high-density polyethylene (HDPE) for smaller and more severely deteriorated segments. In addition, a cathodic protection system with sacrificial anodes will be installed to prevent future corrosion and harden the plant's underground piping against the harsh coastal environment. New isolation valves and SCADA-integrated flow meters are also included in this project scope. The result is tighter, longer lasting piping with better control and measurement, reducing leak and spill risks.
Blower Room Modifications Project	Project Cost: \$250,000 Design: Preliminary	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.



Figures 1 & 2. Existing Force Main Tap to be Used for Pressure Monitoring



Figures 3 & 4. 480V Disconnect installed at Vacuum Stations



Figures 5 & 6. Wire for pulling through conduit and wires actively pulled through conduit



Figure 7. Odor Control Tanks delivered



Figure 8. Construction of New CMU Wall Extension and Foundation at Vac Station A

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

Meeting Date:
October 21, 2025

Agenda Item Number: O-1

Action Required:
Yes

Department: Legal
Sponsor: Nick Mulick

Subject:
KLF RE LLC (Key Largo Fisheries) - 1313 Ocean Bay Dr, AK No. 1620751

Summary:

Staff recommends imposing a System Impact Charge in the amount of \$31,857.00 and increasing the EDU assignment for KLF RE LLC, Ak No. 1620751, pursuant to the District's Rules and Regulations, Article IX (A.).

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

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$ 31,857.00	1. Reso No. 17-2025
Administration: _____	Income	2. Notice of System Impact Charge
Finance: _____	Funding Source:	3. Water Consumption History
District Counsel: _____	Parcel Owner	4. Map
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By: _____

General Manager

Date: 10-16-25

RESOLUTION NO. 17-2025

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

WHEREAS, KLF RE LLC, is the owner of real property located at 1313 Ocean Bay Dr, Key Largo, Florida, with Alternate Key Number 1620751. The property is legally described in Exhibit “A” attached hereto and made a part hereof by reference (“the Subject Tax Parcel”); and

WHEREAS, upon review of KLF RE LLC’s development on the Subject Tax Parcel, District staff has determined that it will increase the demand on the District’s wastewater facilities; and

WHEREAS, the District’s Rules and Regulations, Article IX (A.), provide that an SIC shall be imposed on new customers and existing customers who modify, add, or construct facilities that impose a potential increased demand on the District’s wastewater facilities; and

WHEREAS, staff has recommended that the District’s Board of Commissioners (“the Board”) adopt a Resolution imposing an SIC on the Subject Tax Parcel; and

WHEREAS, the Board has considered the staff’s recommendation at a regularly scheduled meeting of the Board held on October 21, 2025

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

Section 1. *Recitals*. The above recitals are true and correct and incorporated into this Resolution by reference.

Section 2. *System Impact Charge*. The Board finds that there is good and sufficient cause to impose an SIC in the amount of \$31,857.00

Section 3. *EDU Increase*. The wastewater base charge will be calculated based on 25.2 EDUs.

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

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

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

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

The Chairman thereupon declared this Resolution duly passed and adopted on the 21st day of October, 2025

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: _____
Nicolas Rodriguez, Chairman

Approved to as to form and legal sufficiency:

ATTEST:

By: _____
Nicholas W. Mulick,
General Counsel

By: _____
Shannon McCully, Clerk

SEAL

Exhibit "A"

Legal Description

Parcel Address: 1313 Ocean Bay Dr

Parcel ID: 00502870-000000

Ak# 1620751

Legal Description:

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



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

September 18, 2025

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

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

Please be advised that the Key Largo Wastewater Treatment District's ("District") Board of Commissioners ("Board") will consider imposing a System Impact Charge ("SIC") for the above-referenced parcel at its next regularly scheduled meeting on October 21, 2025.

The SIC is a charge to customers who construct facilities that impose a potential increased demand on the District's wastewater facilities. The SIC is the sum of the System Development Charge ("SDC") plus any additional direct or indirect fees incurred by the District to extend service to your parcel.

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

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

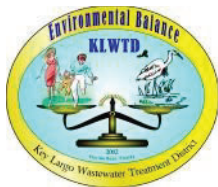
EDU Assignment: Your parcel's EDU assignment, which is used to calculate the SIC and wastewater base charge, will be increased from 18.2 EDUs to 25.2 EDUs. See Attachment for calculations.

Additional Fees (Engineering and/or Construction Costs): Currently, there are no additional engineering or construction fees.

Total SIC Charge: \$31,857.00. A deposit of \$10,000 was paid to the District in April 2024 and will be applied to the SIC charge. See Attachment for calculations.

Payment is due in full prior to the time of imposition (Board approval)

Wastewater Base Charge: The wastewater base charge, billed monthly by the Florida Keys Aqueduct Authority ("FKAA"), will be increased from \$556.92 to \$771.12. See Attachment for calculations.



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

You have a right to appear at the meeting, present evidence, and have witnesses testify on your behalf. If you choose to appear or present evidence, please notify the District Clerk (at 305-451-4019 ext. 210 or Shannon.McCully@klwtd.com). You may submit any documents you would like the Board to consider no later than 15 calendar days from the date of this notice.

Sincerely,

By: 
Peter Rosasco, General Manager



Key Largo Wastewater Treatment District

103355 Overseas Highway, Key Largo, FL 33037

Post Office Box 491, Key Largo, FL 33037

Phone (305) 451-4019 • www.klwtd.com

ATTACHMENT

EDU Assignment: The District Rules and Regulations provide that each non-residential tax parcel shall be assigned 1 EDU for 167 gallons of water consumed per day (GPD). The District staff has conducted a 12-month consumption study based on the 12 most recent monthly FKAA water bills and has determined the average daily water consumption to be 4,211.57 GPD, for a total of 25.2 EDUs.

Previous System Development Charges: Your property was previously assessed a System Development Charge of \$55,940.00 based on 18.2 EDUs. The SDC has been reduced by previous payments in the amount of \$50,346.00, leaving a remaining assessment balance due of \$5,594.00. You may opt to pay that balance in full or continue making annual payments on the Annual Tax Bill from the Monroe County Tax Collector.

SIC Calculation

EDU Increase (from 18.2 EDUs to 25.2 EDUs)	7 EDUs
Total SIC Charge (\$4,551.00 per EDU x 7 EDUs)	\$31,857.00
Partial SIC Payment Deposited 04/2024	- \$10,000.00
Total SIC Charge Due	\$21,857.00

Wastewater Base Charge: The District collects a monthly base charge at the rate of \$30.60 per EDU (x 25.2 EDUs) for a total of \$771.12.

This charge does not include the monthly volumetric charge (\$4.80 per 1,000 gallons of water consumed.) *Note, meters coded as Fire or Irrigation are not charged for wastewater.*

Water Usage Calculations

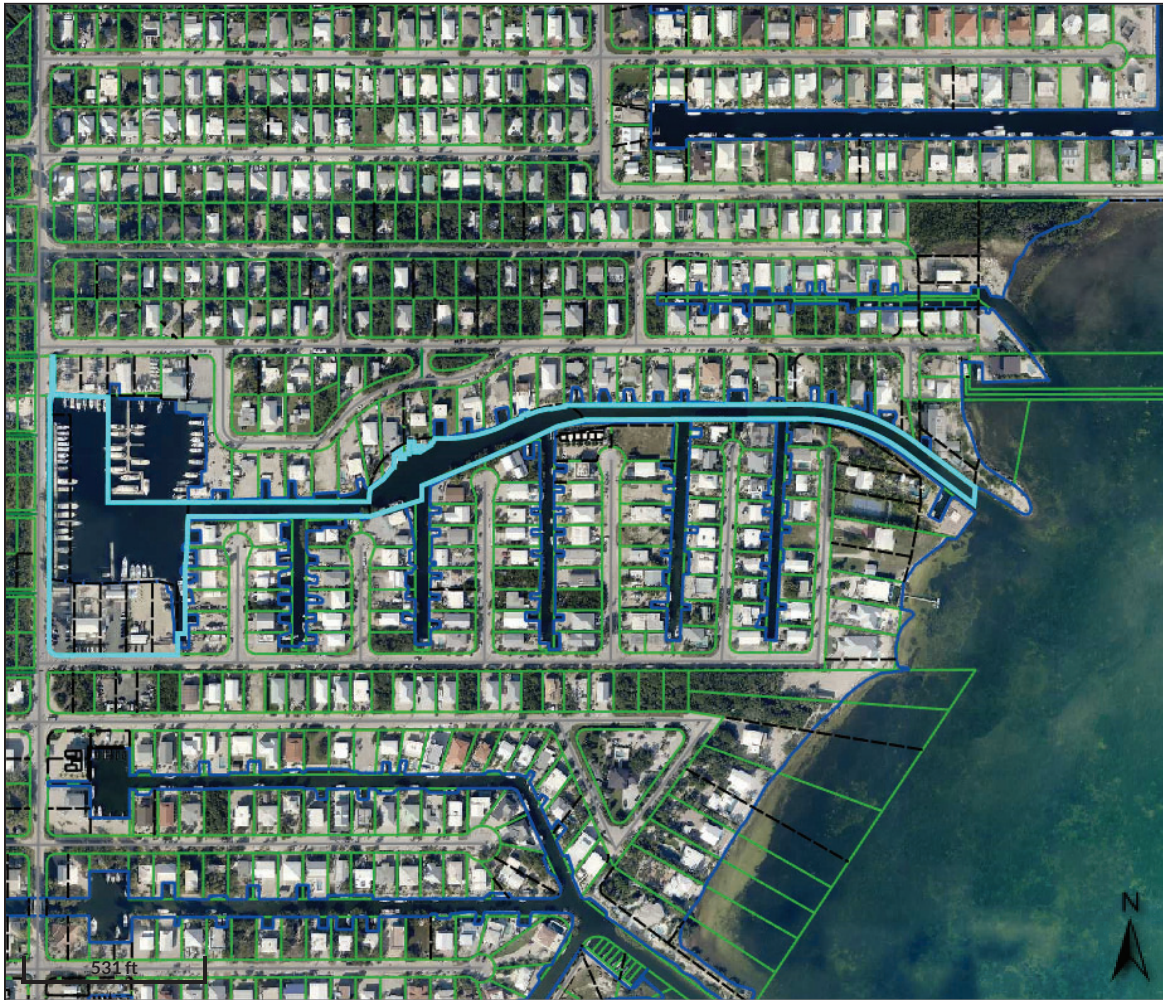
Alternate Key #	1620751
Owner	KLF RE LLC
Current Tenant	KLF RE LLC
FKAA Meter #	11070374
FKAA Location ID	021349
Tenant FKAA Acct #	620460
Property Type Code	AIRPORT, MARINAS, BUS TERM
Service Address	(2000)
Service City	Key Largo
NAV Year	2008
RES or Non-RES	Non-Res
Most Current Year in Study	2025
AK EDU Assigned Per NAV	18.2
AK Current EDU	18.2
KLWTD to FKAA EDU	18.2
# Months Studied	12
Calculation Date	9/9/2025



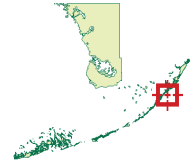
RAW	MAX3MO	379,042
	AVG3MO	126,347
3 STD	RAW EDU	25.2
	MAX3MO	379,042
	AVG3MO	126,347
2 STD	EDU	25.2
	MAX3MO	362,560
	AVG3MO	120,853
	EDU	24.1

64 E Calculation	
Total Sq Ft	
Div By # Units	
Sq Ft Per Unit	
Div By 100	
X 15 / 167	
EDU	0.0

Notes / Comments:											
Year	Month	Exemption (Place an X next to the consumption value to be thrown out)	Monthly Consumption (Gal)	Monthly Consumption Removing Exemptions	Monthly Consumption With Mean Substitutions	Monthly Consumption 3 STD DEV Correction	Monthly Consumption 2 STD DEV Correction	3 Consecutive Months	3 Month Consumption (Gal)	3 Month Consumption (Gal) 3 STD DEV	3 Month Consumption (Gal) 2 STD DEV
2024-2025	Sept		89222	89222	89222	89222	89222	Sept-Oct-Nov	293,058	293,058	293,058
	Oct		104896	104896	104896	104896	104896	Oct-Nov-Dec	300,107	300,107	300,107
	Nov		98940	98940	98940	98940	98940	Nov-Dec-Jan	334,408	334,408	334,408
	Dec		96271	96271	96271	96271	96271	Dec-Jan-Feb	343,663	343,663	343,663
	Jan		139197	139197	139197	139197	139197	Jan-Feb-Mar	362,560	362,560	362,560
	Feb		108195	108195	108195	108195	108195	Feb-Mar-Apr	379,042	379,042	379,042
	Mar		115168	115168	115168	115168	115168	Mar-Apr-May	376,096	376,096	376,096
	Apr		155679	155679	155679	155679	155679	Apr-May-Jun	350,639	350,639	350,639
	May		105249	105249	105249	105249	105249	May-Jun-Jul	315,886	315,886	315,886
	Jun		89711	89711	89711	89711	89711	Jun-Jul-Aug	345,846	345,846	345,846
	Jul		120926	120926	120926	120926	120926		256,135	256,135	256,135
	Aug		135209	135209	135209	135209	135209		135,209	135,209	135,209
Average Std Dev			113222	20894	113222	20894	113222		109684	16094	



Overview



Legend

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

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

Date created: 4/30/2024

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

Developed by  **Schneider**
GEOSPATIAL

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

Meeting Date:
October 21, 2025

Agenda Item Number: O-2

Action Required:
Yes

Department: Legal
Sponsor: Nicholas W. Mulick

Subject:
Letter of No Objection - Reso No. 18-2025

Summary:
Gelly Juvier has requested a Letter of No Objection to the abandonment application for a portion of the alley behind 102091 Overseas Hwy, located at Block 5 Lot 13 of PAMELA VILLA Subdivision.

<u>Reviewed / Approved</u>		<u>Financial Impact</u>	<u>Attachments</u>
Operations:	_____	\$	1. Request for Letter of No Objection 2. Location Map 3. Sketch of Description 4. Letter of No Objection 5. Resolution No. 18-2025
Administration:	_____		
Finance:	_____	Funding Source:	
District Counsel:	_____	N/A	
District Clerk:	_____	Budgeted:	
Engineering:	_____	N/A	

Approved By: _____

General Manager

Date: _____

10-16-25



Outlook

Fwd: Request for Letter of No Objection – Alley Abandonment

From Gelly juvier <juvierg@aol.com>**Date** Thu 9/11/2025 3:46 PM**To** Customer Service <CustomerService@klwtd.com>

2 attachments (2 MB)

Survey.pdf; KLWTD.pdf;

Caution: External (juvierg@aol.com)First-Time Sender [Details](#)[Report This Email](#) [FAQ](#) [Protection by EssentialNet Solutions](#)

Begin forwarded message:

From: Gelly juvier <juvierg@aol.com>**Subject:** Request for Letter of No Objection – Alley Abandonment**Date:** September 9, 2025 at 1:14:12 PM EDT**To:** "diane@klwtd.com" <diane@KLWTD.com>**Cc:** "miked@klwtd.com" <miked@KLWTD.com>, "Esqnick@mulicklaw.com" <Esqnick@Mulicklaw.com>**Dear: Key Largo Wastewater Treatment District (KLWTD)**

My name is Gelly Juvier, and I am writing to formally request a Letter of No Objection regarding the proposed abandonment of the 15-foot-wide alley located at the rear of my property at 102091 Overseas Highway, Key Largo, FL 33037.

Attached, please find a letter outlining my request, along with a copy of the survey that includes both the alley and my property.

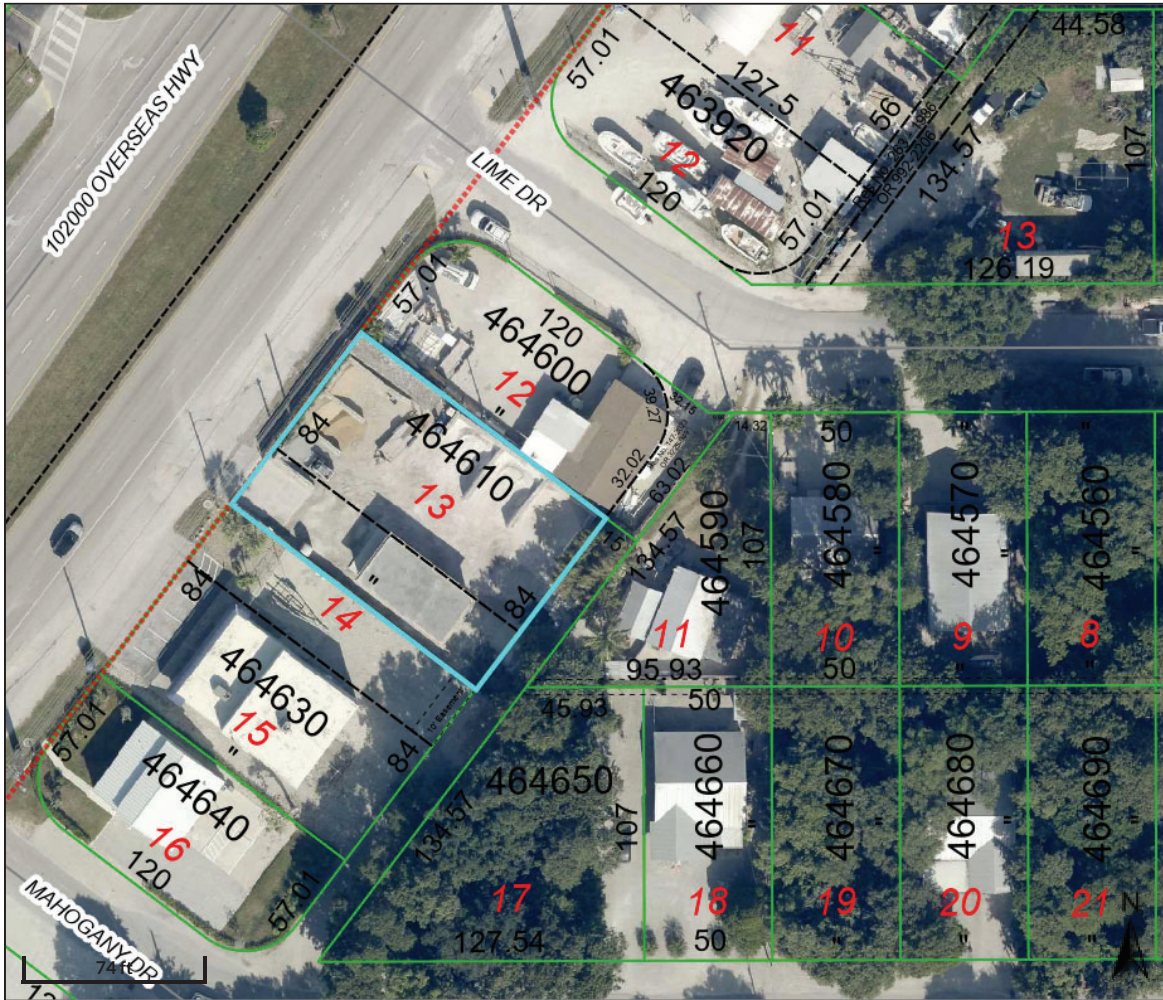
I would greatly appreciate your cooperation and assistance with this matter. Please let me know if any additional documentation or information is required to proceed.

Thank you for your time and consideration.

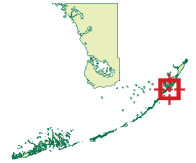
Sincerely,



Monroe County, FL



Overview



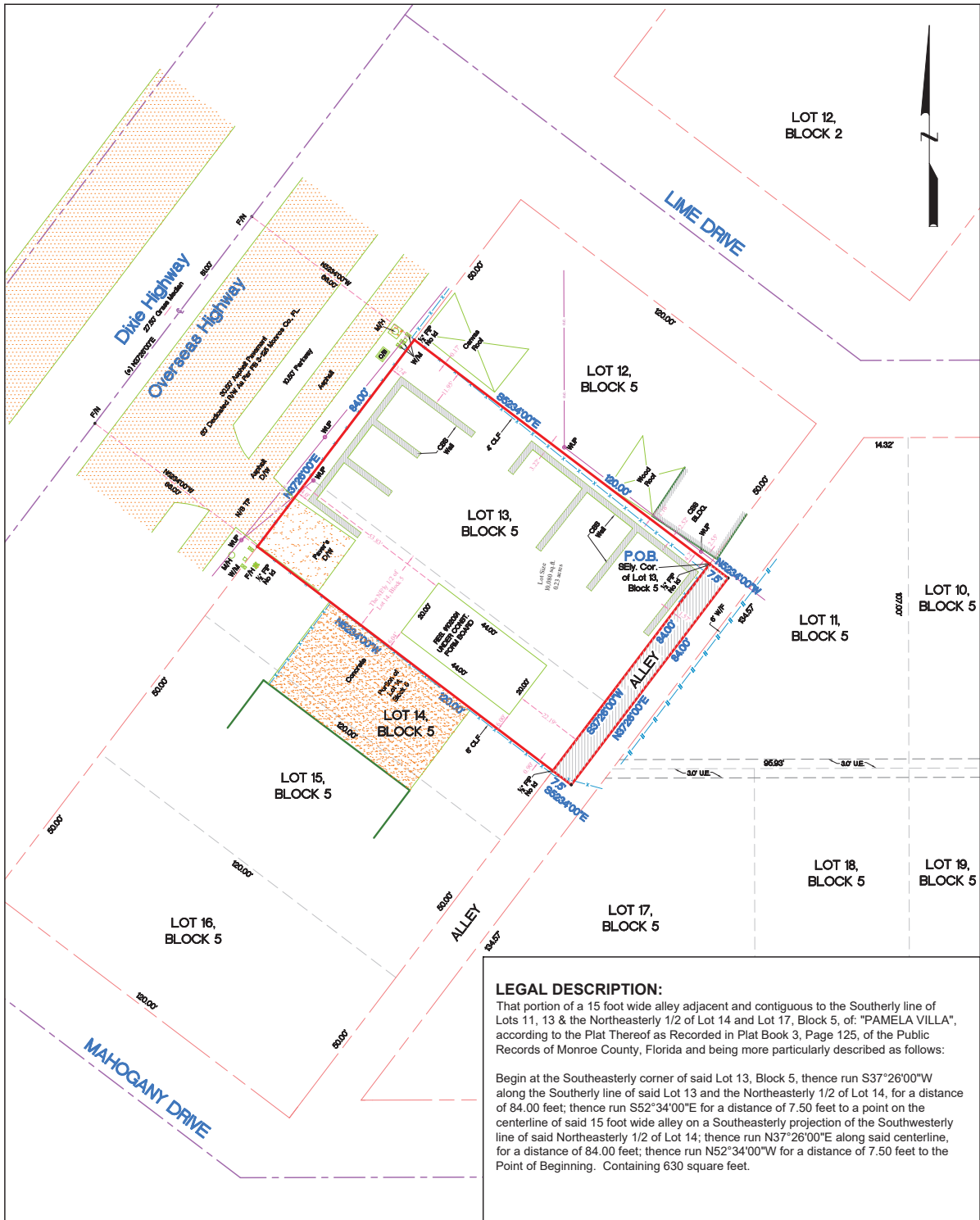
Legend

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

Parcel ID 00464610-000000 Alternate ID 1568031 Owner Address JAVIER TRUCKING INC
Sec/Twp/Rng 22/61/39 Class COMMERCIAL 206 Hibiscus St
Property Address 102091 OVERSEAS Hwy Tavernier, FL 33070
KEY LARGO
District 500K
Brief Tax PAMELA VILLA PB3-125 KEY LARGO ALL LOT 13 & NE'LY 1/2 LOT 14 OR515-494 CASE NO 3-1091 OR666-11 OR472-783FJ OR754-
Description 1870 OR755-1299 OR778-663 OR778-674 OR778-675 OR1269-36 OR1283-255 OR1428-2136 OR2844-482
(Note: Not to be used on legal documents)

Date created: 10/7/2025
Last Data Uploaded: 10/7/2025 2:41:51 AM

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GEOSPATIAL



LEGAL DESCRIPTION:

That portion of a 15 foot wide alley adjacent and contiguous to the Southerly line of Lots 11, 13 & the Northeasterly 1/2 of Lot 14 and Lot 17, Block 5, of: "PAMELA VILLA", according to the Plat Thereof as Recorded in Plat Book 3, Page 125, of the Public Records of Monroe County, Florida and being more particularly described as follows:

Begin at the Southeasterly corner of said Lot 13, Block 5, thence run S37°26'00"W along the Southerly line of said Lot 13 and the Northeasterly 1/2 of Lot 14, for a distance of 84.00 feet; thence run S52°34'00"E for a distance of 7.50 feet to a point on the centerline of said 15 foot wide alley on a Southeasterly projection of the Southwesterly line of said Northeasterly 1/2 of Lot 14; thence run N37°26'00"E along said centerline, for a distance of 84.00 feet; thence run N52°34'00"W for a distance of 7.50 feet to the Point of Beginning. Containing 630 square feet.



AFA & COMPANY, INC.
13050 S.W. 133rd COURT
MIAMI, FLORIDA 33157
PHONE: (305) 234-0588
EMAIL: AFACOSUR@YAHOO.COM

SURVEY NOTES:

1. The sketch hereon represents a boundary survey of a parcel(s) of land with existing aboveground improvements located, and spot elevations.
2. Elevations are shown thus: X N/A and refer to mean sea level, 1929 adjustment (NGVD), and have a prime reference of N/A.
3. No underground utilities or structures were located by this survey.
4. No encroachments or notorious evidence of occupation and/or use of the described parcel for rights-of-way, ingress and egress were noted by this survey unless shown hereon.
5. The bearings and/or North arrow hereon were derived from the recorded plat or the description hereon. The bearing base for this survey is denoted thus: (*).
6. This parcel lies in N.F.I.P Flood Zone X, base flood elevation N/A, as shown on map panel #12087C0931K, revised on 02/18/05.
7. The description was furnished by the client. Only easements and rights-of-way depicted or described on the recorded plat or stated in the description hereon are shown.
8. Additions or deletions to survey maps/reports by other than the signing party/parties is prohibited without written consent of the signing party/parties.

Owner: Javier Trucking Inc.

Florida Certificate of Authorization No. LB 7498

Address: 102091 Overseas Highway
Key Largo, Florida 33070

I hereby certify that the survey hereon was performed under my direct supervision and is true and correct to the best of my knowledge and belief.

Job No.: 25-921 Date: 08-26-2025

Drawn By: A.T. Revised By: A.A.

Scale: 1" = 40' PB 3-125 Mon.

Sheet No. 1 - 1

**Armando
Alvarez**

Digitally signed by Armando Alvarez
DN: c=US, o=AFA and Company Inc,
dnQualifier=A01410C000001888CB0346D
001E5FA3, cn=Armando Alvarez
Date: 2025.08.28 13:43:53 -04'00'

Armando F. Alvarez, P.S.M. #5526



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

October 21, 2025

Javier Trucking INC
206 Hibiscus St
Tavernier, FL 33070

Re: Letter of No Objection to Abandonment of portion of alley behind 102091 Overseas Hwy.

Dear Ms. Juvier:

Please consider this communication a ***Letter of No Objection*** from the Key Largo Wastewater Treatment District (“KLWTD”) to the abandonment of the portion of the alley behind 102091 Overseas Hwy, located at Block 5 Lot 13 of PAMELA VILLA in Key Largo, Florida, as shown on the attached Sketch and Survey.

Key Largo Wastewater Treatment District (“KLWTD”) currently has no infrastructure in the easement and has no plans to install infrastructure in the easement in the future.

Very truly yours,

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

RESOLUTION NO. 18-2025

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (THE “DISTRICT”) AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND DELIVER A LETTER OF NO OBJECTION TO THE PROPOSED ABANDONMENT OF A PORTION OF THE ALLEY BEHIND 102091 OVERSEAS HWY, BLOCK 5 LOT 13, PAMELA VILLA SUBDIVISION, KEY LARGO, MONROE COUNTY, FLORIDA.

WHEREAS, Gelly Juvier, on behalf of Javier Trucking Inc., has submitted an application to the Monroe County Board of County Commissioners for abandonment of a portion of the alley behind 102091 Overseas Hwy, located at Block 5 Lot 13, PAMELA VILLA Subdivision; and

WHEREAS, Gelly Juvier, has requested that the District provide a Letter of No Objection to the application; and

WHEREAS, the District has determined that it does not own equipment or facilities on the portion of alley sought to be abandoned; and

WHEREAS, District staff recommends that the District Board of Commissioners authorize the General Manager to sign a Letter of No Objection to the abandonment application

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

1. Approval of Request. The request for a letter of no objection to the application for abandonment of a portion of alley behind 102091 Overseas Hwy, located at Block 5, Lot 13, Pamela Villa Subdivision, Key Largo, Monroe County, Florida, is hereby approved.
2. General Manager Authorization. The General Manager is hereby authorized to execute and deliver a Letter of No Objection to the application for abandonment of a portion of the alley, behind 102091 Overseas Hwy, located at Block 5 Lot 13, PAMELA VILLA subdivision, Tavernier, Monroe County, Florida.

3. Effective Date. This Resolution shall take effect upon adoption by the Board of Commissioners.

RESOLVED AND ADOPTED THIS 21st DAY OF OCTOBER 2025.

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 Heim	_____	_____
Commissioner Maloney	_____	_____
Commissioner Majeska	_____	_____
Commissioner Schwartz	_____	_____

The Chairman thereupon declared this Resolution duly passed and adopted this 21st day of October 2025.

KEY LARGO WASTEWATER TREATMENT DISTRICT

Nicolas Rodriguez, Chairman

*Approved to as to form
and legal sufficiency:*

ATTEST:

Shannon McCully, District Clerk

By:_____
Nicholas W. Mulick, General Counsel

SEAL