



Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Tuesday, January 20, 2026
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 December 16, 2025	4
G. GENERAL MANAGER	
H. IT	
I. CUSTOMER SERVICE	
1. Customer Service Report – December 2025	11
J. BUDGET AND FINANCE	
1. Budget and Finance Report – December 2025	13
K. FIELD	
1. Field Report – December 2025	16
L. PLANT/FACILITIES	
1. Plant/Facilities Report – November 2025	29
1. Fire Safety Systems Maintenance Agreement	35
M. CAPITAL PROJECTS	
1. Capital Projects Report – December 2025	37

N. ENGINEERING

O. LEGAL

P. COMMISSIONER'S ITEMS

Q. ROUNDTABLE

R. ADJOURNMENT

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

Meeting Date:

January 20, 2026

Agenda Item Number: F-1

Action Required:

Yes

Department:

Legal

Sponsor:

Nick Mulick

Subject:

Minutes of December 16, 2025

Summary:

Staff to present the minutes of December 16, 2025, for approval.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Minutes

Approved By: _____

General Manager

Date: 01/14/2026



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, December 16, 2025

MINUTES

CALL TO ORDER (A)

Chairman Nicolas Rodriguez called the meeting to order at 4:01 p.m.

PLEDGE OF ALLEGIANCE (B)

Commissioner Philip Schwartz led the Pledge of Allegiance.

ROLL CALL (C)

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

Present Virtually (voting): Commissioner Sue Heim

Also present: General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Finance Manager Connie Fazio; Project Administration and HR Coordinator Laura Weinstock; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; WWTP Lead Operator Adam Baptiste; Weiler Engineering Steve Suggs; IT Support Manual Santana

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Motion: Commissioner Maloney made a motion to approve the Agenda. Commissioner Schwartz seconded the motion. Motion passed without objection.

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES (F)

Minutes of November 18, 2025 (F-1)

Motion: Commissioner Majeska made a motion to approve the Minutes of November 4, 2025. Commissioner Maloney Seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

Florida Keys Day (G-1)

Mr. Rosasco discussed Florida Keys Day Sponsorship for 2026 recommending the Senator Level for \$3,000.

Motion: Commissioner Majeska made a motion to approve the Senator Level Sponsorship for \$3,000. Commissioner Schwartz seconded the motion.

Vote on Motion:

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

Employee Recognitions (G-2)

Ms. Weinstock presented Employee Recognitions for June 2025 through December 2025.

Resiliency Grant Program Awards (G-3)

Mr. Rosasco discussed the Resiliency Grant Program Awards and KLWTD's ranking for funding.

IT (H)

No report in agenda.

CUSTOMER SERVICE (I)

Customer Service Report – November 2025 (I-1)

Ms. Fazio presented the Customer Service monthly report.

BUDGET AND FINANCE (J)

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

Ms. Fazio presented the Budget and Finance monthly report.

4th Quarter Fiscal Year 2025 Financial Reports (J-2)

Ms. Fazio presented the 2025 4th Quarter Financial Reports.

FIELD (K)

Field Report – November 2025 (K-1)

Mr. Perez presented the Field monthly report.

PLANT/FACILITIES (L)

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

Mr. Dempsey presented the Plant/Facilities monthly report.

Admin. Vehicle Purchase (L-2)

Mr. Dempsey requested approval for the purchase of a new vehicle for KLWTD's admin. Office.

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 Schwartz – Aye
Commissioner Heim – Nay

Chairman Rodriguez – Aye

CAPITAL PROJECTS (M)

Capital Projects Report – November 2025 (M-1)

Mr. Suggs presented the Capital Projects monthly report.

ENGINEERING (N)

No report in agenda.

LEGAL (O)

Approval of Settlement Agreement between KLWTD & MJ Wood (O-1)

Mr. Mulick presented the settlement agreement between KLWTD and MJ Wood for approval.

Motion: **Commissioner Heim made a motion to approve O-1.**
 Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Heim – Aye

Commissioner Maloney – Aye

Commissioner Majeska – Aye

Commissioner Schwartz – Aye

Chairman Rodriguez – Aye

COMMISSIONER ITEMS (P)

No report in agenda.

ROUNDTABLE DISCUSSION (Q)

No report.

ADJOURNMENT (R)

The meeting was adjourned at 6:12 p.m.

Nicolas Rodriguez, Chairman

Shannon McCully, Clerk

Seal _____

Peter Rosasco

Laydown December 16, 2025
Agenda Item G-3

From: Steve Suggs <ssuggs@weilerengineering.org>
Sent: Monday, December 5, 5 2:11 PM
To: Peter Rosasco; Cynthia Henderson
Cc: Connie Fazio (connie.fazio@klwtd.com); Richard Lindsay; Colton Montgomery
Subject: Re: [EXT] RE: Funding of 50% match
Attachments: Supporting Report - KLWTD Hardening & Mitigation Initiative.pdf

[Report This Email](#)

eter,

I just reviewed the reports, to clarify on the two grant applications:

1. E tank: We specifically listed that this project was being funded by other grant sources and put the snippet below in the application so there should be no issue on the EQ tank using stewardship as the match.

Availability of Matching Funds

The District has committed a 50% local match for financial support toward this project, as documented in **Attachment J: Letters of Financial Support**. KLWTD's match funding is provided through the District's capital improvement reserve that comes from user rates and utility revenue. The requested Resilient Florida grant funding will close the remaining budget gap needed to fully implement the project's construction phase and allow KLWTD to begin hardening these vulnerable facilities in accordance with statewide resilience priorities.

Collectively, these funding sources represent a well-leveraged and strategically aligned investment in climate adaptation and infrastructure resilience for one of Florida's most flood-exposed regions.

Previous State Commitment and Involvement

The District has committed local financial support toward this project, as documented in the attached Letter of Financial Support. To date, the project has received \$6,570,813.25 in state funding through the FDEP under Agreement No. LPA0425 (**Attachment I: FDEP SWQR Geant Agreement LPA**) awarded across multiple fiscal years via General Appropriation Act line items. These funds are currently supporting preconstruction activities, including design, permitting, project management, and initial procurement efforts related to the headworks replacement and EQ tank installation.

Table 4: Existing LPA Agreement Funding

Award #s or Line Item Appropriations	Amount per source(s)
Keys, GAA LI 1669, FY 22-23, GR	\$ 1,048,961.11
Keys, GAA LI 1709, FY 23-24, GR	\$ 2,323,171.42
Keys, GAA LI 1736, FY 25-26, GR	\$1,198,680.72
Total Amount of Funding	\$4,570,813.25

In addition to this state funding, KLWTD has contributed a local match of \$133,186.75, further demonstrating the District's financial commitment to advancing this critical infrastructure.

- a.
2. Hardening & Mitigation Initiative: **(SEE ATTACHED EPORT)** This project consists of several projects all thrown together. They are
 - a. Hardening:
 - i. Pipeline Replacement
 - ii. Vacuum tank replacement
 - iii. Floodproofing of Critical buildings
 - b. Mitigation:
 - i. Electrical system hardening
 - ii. Vacuum Station Power conditioning

3.

For the Hardening and Mitigation Initiative, we took all the capital projects we thought could potentially work and put them into a larger "initiative" program to better sell the idea. I have attached the report we did for it so you can see. For funding we say local match out of R&R but also have a section that says we are applying for other grants to be used towards it but that none are currently awarded. **Please note that ST of these projects in this "initiative" would have come from R&R 100% but because we are doing mitigating aspects, it qualified for the grant.**

Let me know if you have questions or need help with an agenda item.

Best Regards,

Steve Suggs P.E.

Director of Utilities Engineering

Weiler Engineering an PEX company

PHONE (941) 323-1787

EMAIL ssuggs@weilerengineering.org

WEB www.weilerengineering.org

ADDRESS 805 Overseas Hwy, Marathon FL 33043



Laydown December 16, 2025
Agenda Item G-3

From: Steve Suggs <ssuggs@weilerengineering.org>

Sent: Monday, December 5, 2023 1:46 PM

To: Peter Rosasco <Peter@keyscpa.com>; Cynthia Henderson <cyhenderson@me.com>

Cc: Connie Fazio <connie.fazio@klwtd.com> <connie.fazio@klwtd.com>; Richard Lindsay <rlindsay@weilerengineering.org>; Colton Montgomery <cmontgomery@weilerengineering.org>

Subject: Re: [EXT] RE: Funding of 50% match

We did not specify the source of the match. Based on certain projects, R&R is very appropriate but other sources such as grants are anticipated.

You can use stewardship as the match which we are doing in Marathon. You just need to ask for approval from resilient FL if you use grant to match grant. I believe it says this in the document that has the project listed. It is a foot note. I'll send it when I find it. However, Marathon is matching with stewardship on Sombrero blvd I believe.

Steve Suggs P.E.

Director of Utilities Engineering

(941) 323-1787

ssuggs@weilerengineering.org

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

Meeting Date:

January 20, 2027

Agenda Item Number: I-1

Action Required:

No

Department:

Customer Service

Sponsor:

Connie Fazio

Subject:

Customer Service Report - December 2025

Summary:

Ms. Fazio will present the Customer Service monthly report.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____

General Manager

Date: 01/14/2026

Key Largo Wastewater Treatment District

Customer Service Report

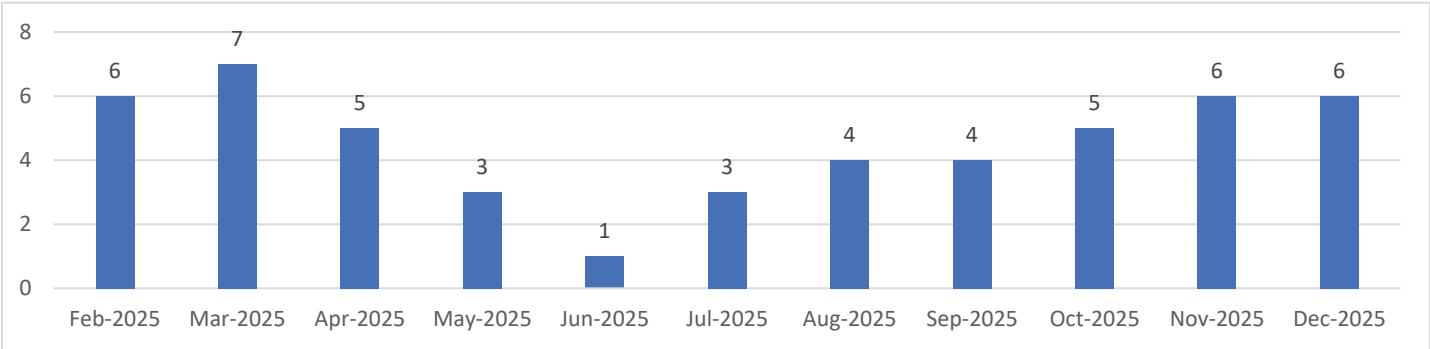
December 2025

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

Customer Service Requests

	11
	11
	11
	5

Number of Completed Wastewater Connections



Completed Wastewater Connections of 6 Residential Properties:

- 61 Shoreland Dr
- 209 W Canal Dr
- 405 Bahia Honda Rd
- 2 Buttonwood Dr
- 219 Antigua Rd
- 137 Dove Lake Dr

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

Meeting Date:

January 20, 2026

Agenda Item Number: J-1

Action Required:

No

Department:

Budget and Finance

Sponsor:

Connie Fazio

Subject:

Budget and Finance Report - December 2025

Summary:

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

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____

General Manager

Date: 01/14/2026

December 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	\$796,569.98	
Assessment Revenue Received (Non-Ad Valorem & SDC Prepayments)	\$1,663,460.59	
Islamorada Revenue	\$103,639.20	
Interest Income	\$110,123.60	
Grant Revenue (includes Stewardship and ACOE reimbursements, if applicable)	\$37,296.25	
District Expenditures (checks written)		\$2,173,634.17
Payroll		\$161,335.36
Total:	\$2,711,089.62	\$2,334,969.53

FKAA Wastewater Revenue Statistics

Date	Number of Customers Billed	WW Revenue Received	Date	Number of Customers Billed	WW Revenue Received
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	10,235 (9,358 Residential 877 Commercial)	\$715,933.48
Sept. 2024	10,200 (9,324 Residential 876 Commercial)	\$606,633.56	Sept. 2025	10,246 (9,367 Residential 879 Commercial)	\$683,411.61
Oct. 2024	10,201 (9,323 Residential 878 Commercial)	\$582,351.40	Oct. 2025	10,251 (9,374 Residential 877 Commercial)	\$474,913.01
Nov. 2024	10,200 (9,322 Residential 878 Commercial)	\$521,665.22	Nov. 2025	10,210 (9,337 Residential 873 Commercial)	\$914,332.89
Dec. 2024	10,204 (9,326 Residential 878 Commercial)	\$594,943.07	Dec. 2025	FKAA Stats Not Available at 1/12/26	\$796,569.98
Total Revenue from January 2024 Through December 2024		\$7,270,358.30	Total Revenue from January 2025 Through December 2025		\$8,205,904.17

Credit Card Fees paid by KLWTD: October 2025: \$6,060.93

Credit Card Fees paid by KLWTD: November 2025: \$6,377.73

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

Meeting Date:

January 20, 2026

Agenda Item Number: K-1

Action Required:

No

Department:

Field Operations

Sponsor:

Rudy Perez

Subject:

Field Report - December 2025

Summary:

Mr. Perez will present the Field monthly report.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____

General Manager

Date: 01/14/2026

Wastewater Field Operations

There were a total of 30 service calls for the month of November of these 15 were system-generated alarms, mostly by low vacuum detection at a vacuum station. The system-generated alarms were addressed quickly by the field staff of those systems generated were found using the **(FVMS) Flo Vac Monitoring System**. The reports below detail the remaining 15 calls from customers.

Date	Address	Incident	Response	KLWTD Issue
12/1/25	10 Atlantic Ave	A customer called stating that their grinder pump alarm was going off.	Upon Field Techs arrived on site silenced alarm and found that the pump was not working. Once pump was replaced it was simulated and put back into service. Homeowner notified.	YES
12/2/25	1120 Grand St	A customer called to report a backup on the property.	Upon Field Techs' arrival on site the pit was manually discharged, cleanouts were opened and observed. No sign of any backup detected. (HOMEOWNER ISSUE) Homeowner notified.	NO
12/4/25	97620 Overseas Hwy	Customer called in to report that the grinder pump was not working. They noticed that their toilets were flushing slowly.	Upon Field Techs' arrival on site the techs found that the grinder pump was not responsive when trying to manually operate. Pump was exchanged and system was put back into service.	YES

12/6/25	101850 Overseas Hwy	Customers called to report an alarm going off at the property.	Upon Field Techs' arrival on site, they found that the pump was a different style grinder pump. Pump was hardwired directly into the panel and had a float system attached as well. Once replaced they were still having problems drawing down sump also when taking a reading on the pump it was giving higher amps than usual. It was noticed that the line had blockage, so the Field Techs connected to the port flush connection and cleared the line. After simulating multiple times, the system was put back into service.	YES
12/7/25	34 Atlantic Dr	We received a customer call regarding grinder pump not working.	Field Techs arrived onsite and found that the grinder pump was not working. Maintenance was called out to assist with the issue. It was found that there was an electrical issue on the private side (FAULTY SWITCH).	NO
12/8/25	436 Lime Dr	A customer called stating that their toilets were not draining properly.	Field Techs arrived and found that the pit was working properly. Cleanout was observed and found clear of debris or sewage. (HOMEOWNER ISSUE) Homeowner notified.	NO
12/9/25	58 S Blackwater Ln	The customer called stating that the shower and toilets were backing up.	Field Techs arrived and found the pit to be working properly. Pit was manually simulated and discharged; cleanout was observed and found dry. (Homeowner Issue) Homeowner notified.	NO
12/9/25	59 Orange Dr	We received a customer call regarding a consistent vacuum noise coming from the sinks and that the toilet water was getting sucked down.	Upon Field Techs' arrival on site the Field Techs found that the pit was under a low vacuum function. Pit was diagnosed as having a faulty controller. Components were changed and the pit was put back into service.	YES

12/17/25	29 Lakeshores Dr	A customer called in to report their toilets were not functioning properly.	Upon Field Techs arrival on site, they opened and found the cleanout to be dry. They manually discharged pit and simulated it as well. Pit was in proper working conditions. (HOMEOWNER ISSUE) Homeowner was notified.	NO
12/19/25	92510 Overseas Hwy	A customer called stating that there was sewage overflowing on the property.	Upon Field Techs arrival on site, they noticed that there was a pressure main break. Hey also observed that the section that was leaking was repaired once before. Talking to property owners, apparently when the tennis court was put in, they had augured through the pipe when adding the fence pole. It has then blown out twice since. The repair was made with the proper materials. We let the homeowner know as well to please when digging always call for locates.	NO
12/25/25	570 Beach Rd	Homeowner called and stated that their toilet and shower were backing up.	On Field Techs arrival the cleanout was opened and observed. Pit was manually discharged and simulated no issues on the district's side. (HOMEOWNER ISSUE) Homeowner was notified.	NO
12/26/25	7 Eagle Dr	A customer called stating that they were starting to experience backup issues.	On arrival Tech found the pit to be overwhelmed. While diagnosing pit it was noticed that the fernco holding the sensor tube and the Flo vac float had come loose. Once the components were properly put back, the pit was simulated and put back in service.	YES
12/28/25	99700 Overseas Hwy	Received a customer call regarding their toilets backing up.	Upon field Techs arrival on site, both the cleanout and the pit were inspected. No issues found on the districts side. (HOMEOWNER ISSUE) Homeowner was notified.	NO

12/28/25	97630 Overseas Hwy	Customer called regarding a backup.	Upon field tech's arrival on site the pit was manually discharged. Tech opened cleanout and showed the customer all was clear on the district's end. (CUSTOMER ISSUE)	NO
12/31/25	205 N Ocean Dr	Customer called in to report that while digging out on the right of way they damaged a sewer pipe.	Upon Field Techs' arrival on site, it was noticed that a pipe was damaged. It was not a sewage pipe but an old, abandoned water main. Not a KLWTD issue.	NO

Area Addressed with the Flow Vac Monitoring System

Date	Address	Incident	Response	Issue Found
12/7/25	234 Allen Ave	Received a low vacuum alarm call from Vac Station E	Field Tech isolated the tank valves to determine an area. Once determined they used the (FVMS) to find the issue.	Fernco Coupling
12/17/25	676 Sailfish Trail	Received a low vacuum alarm from Vac Station E	Field Tech isolated the tank valves to determine an area. Once determined they used the (FVMS) to find the issue.	Bad Valve
12/21/25	1. 100 Burton Dr 2. 10 Marlin Ave	Received a low vacuum call from Vac Station JK & E	Field Tech isolated the tank valves to determine an area. Once determined they used the (FVMS) to find the issue.	1. Grease in sensor tube 2. Debris in valve
12/21/25	Micheal Dr	Received a low vacuum call from Vac Station D	Field Tech checked on the (FVMS) and went straight to the address with the issue.	Bad Controller
12/22/25	720 Garden State	Received a low vacuum call from Vac Station D	Field Tech checked on the (FVMS) and went straight to the address with the issue.	Grease in sensor tube

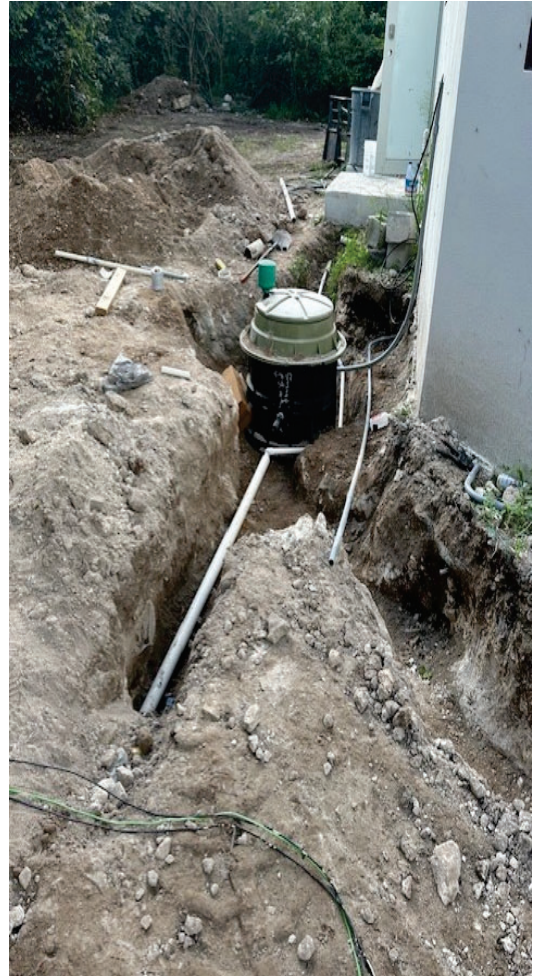
12/26/25	1037 Adams Dr	Received a call from Vac Station D	Field Tech checked the (FVMS) and went straight to the address with the issue.	Bad Valve
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The other 9 remaining system generated calls; Are not under the Flow Vac Monitoring System.

12/10/25	98240 Overseas Hwy	Low vacuum alarm at Vac Station G	Compressor Failure	
12/13/25	12 Mockingbird Rd	High Level Alarm at Vac Station A	Clogged EQ	
12/14/25	Calusa Lot # 325	Received a low vacuum alarm from Vac Station E	Isolated tank valve to an area, further isolated using the street valves. Issued found in Calusa.	Bad Valve & Controller
12/18/25	Calusa Lot # 97	Received a low vacuum alarm from Vac Station E	Isolated tank valve to an area, further isolated using the street valves. Issued found in Calusa	Bad Controller
1/22/25 12/23/25 12/24/25	100300 Overseas Hwy	Low vacuum alarm at vac station E	Soft Start issues on pumps 3,4, & 5	Issue was found on December 24 th by the maintenance department. Loose

				wire in the main panel.
12/31/25	12 Mockingbird Rd	High level lock out alarm at vac station A	Issue with sewer pump 2.	
12/31/25	Calusa Lot #79	Low vacuum alarm from Vac Station E	Isolated tank valve to an area, further isolated issue using the street valves. Issued found in Calusa	Bad Valve

Grinder pump installment part of our Unique Property Program.
14 North Ocean Drive





Corrosion of an existing 2" Blow Off Tap







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

Meeting Date:

January 20, 2026

Agenda Item Number: L-1

Action Required:

No

Department:

Plant/Facilities

Sponsor:

Ryan Dempsey

Subject:

Plant/Facilities Report - November 2025

Summary:

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

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Monthly Report

Approved By: _____

General Manager

Date: 01/14/2026

Wastewater Treatment Plant Operations

The wastewater treatment plant processed an average of 1.81 million gallons of influent per day (MGD). The Treatment Plant remains in compliance with the Florida Department of Environmental Protection (FDEP) guidelines.

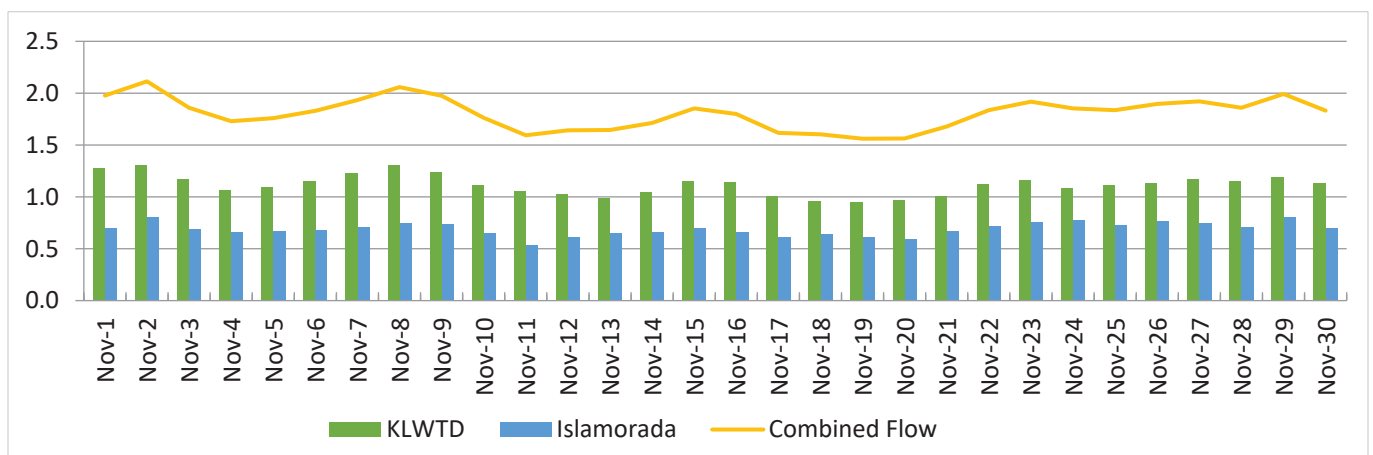
Effluent Quality Reports (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

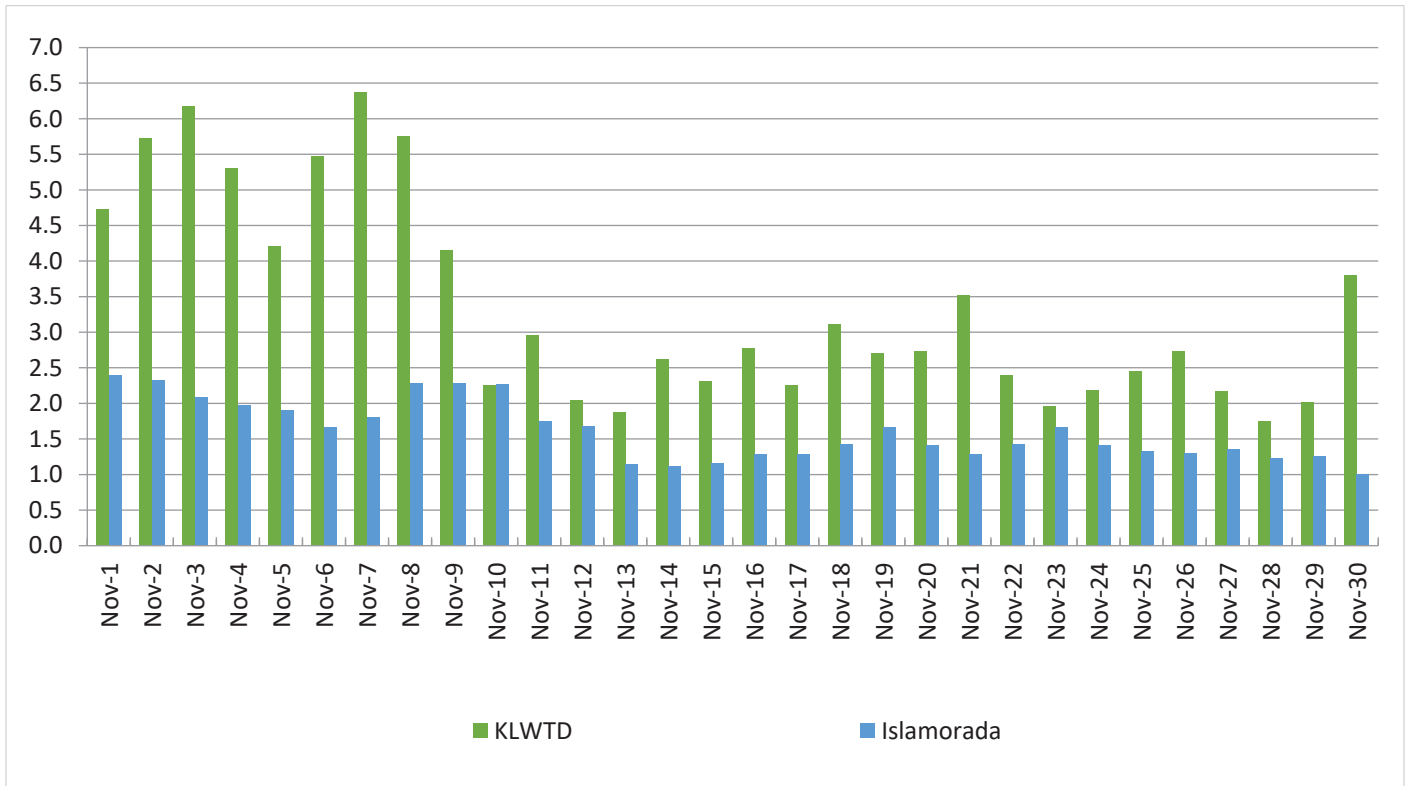
Effluent Quality Report	November 2025 Plant Performance	12 Month Average Plant Performance	Effluent Limits
CBOD5 (Carbonaceous Biochemical Oxygen Demand)	1.7	2.0	5
TSS (Total Suspended Solids)	1.2	1.1	5
TN (Total Nitrogen)	2.3	3.2	Report only
TP (Total Phosphorous)	.5	.8	Report only

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: .690 MGD

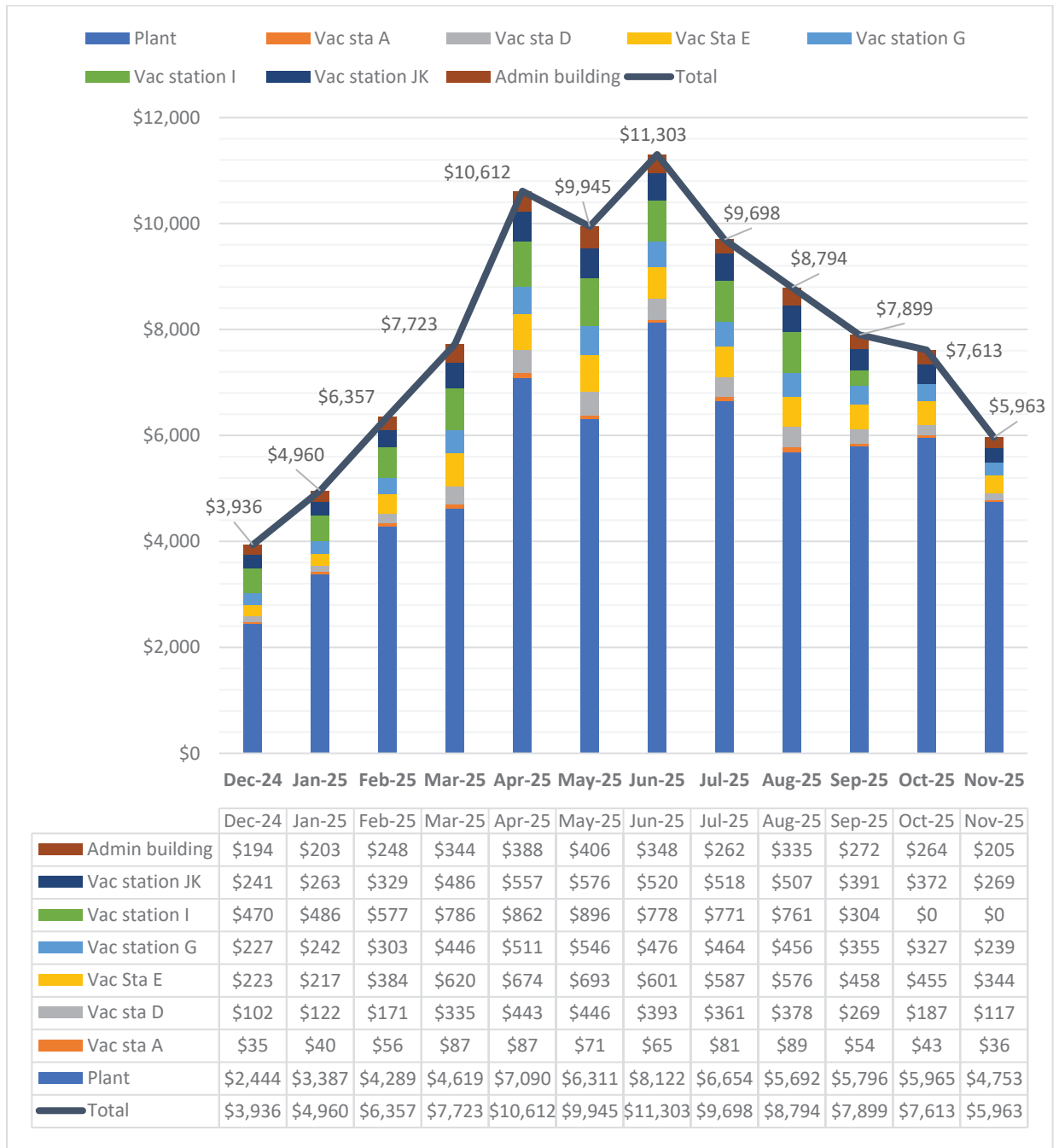
Highest Daily Flow: .804 MGD

Monthly Peak Salinity: 2.4 PPT

Days over 4.0 PPT Salinity: 0

3-month average of Islamorada flow capacity (1.104 MGD): 67%

Solar Production Report



Total YTD Production estimate for all sites: \$90,869

Lift station emergency generator exercise



Figures 1 and 2: Generator cable connected to lift station control panel



Figure 3: Trailer mounted generator/light tower

Maintenance projects

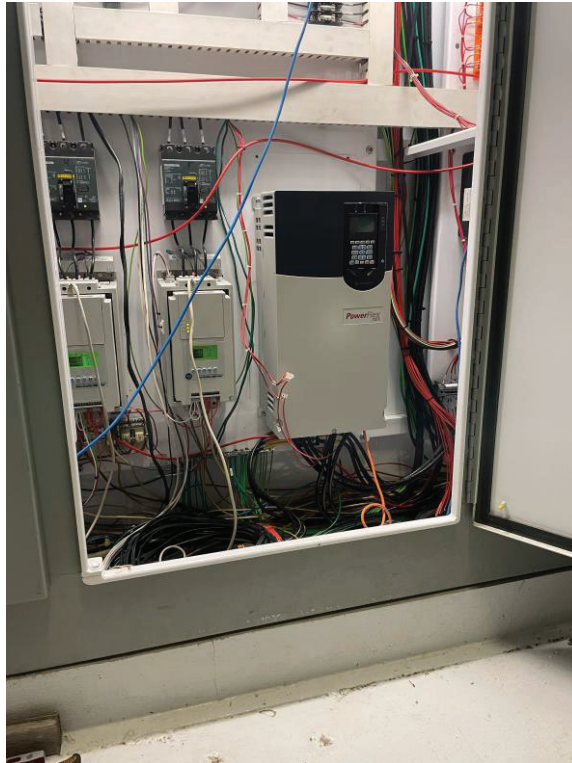


Figure 4: Vacuum station A sewage pump VFD upgrade



Figures 5 and 6: SBR decanter ballast hose replacement

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

Meeting Date:
January 20, 2026

Agenda Item Number: L-2

Action Required:
Yes

Department:
Plant/Facilities

Sponsor:
Ryan Dempsey

Subject:
Fire Safety Systems Maintenance Agreement

Summary:
Mr. Dempsey will request approval for a Fire Safety Systems Maintenance Agreement from Southern Everglades Fires, LLC.

Reviewed / Approved

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

Financial Impact

\$ 28,730.04
Expense
Funding Source:
District
Budgeted:
Yes

Attachments

1. Fire Safety Systems Maintenance Agreement

Approved By: _____

General Manager

Date: 01/14/2026



SOUTHERN EVERGLADES FIRE LLC

4570 SW 149th CT

Miami, FL 33185

Phone # 786-712-1493

Email: blair@southerneverglades.com

Key Largo wastewater treatment district

Re: Service Agreement
Attention: Ryan Dempsey
Email: Ryan.Dempsey@klwtd.com

To whom it may concern this is a 2 year service agreement including the per unit price list for all inspections as needed from December 8th 2025 thru December 8th 2027 Below is a list of services that we provide on an annual basis at

Key Largo wastewater treatment district

Quantity - Cost

- | | |
|---|-------------------|
| 1) First floor, water, treatment plant fire trace system semi annual maintenance | x6/a year @295.77 |
| 2) Second floor, water, treatment plant fire trace system semi annual maintenance | x18/a year@295.77 |
| 3) water treatment plant vacuum station fire trace system semi annual maintenance | x8/ayear@295.77 |
| 4) 5 offsite vacuum station fire tray system semi annual maintenance | x20/ayear@295.77 |
| 5) Administration, small office building fire alarm annual inspection | x1/a year @650.00 |
| 6) administration, small office building Fike semi annual and annual fire system inspection | X1/a year @2,800 |
| 7) offsite vacuum station annual fire alarm annual inspection | X5/a year@550.00 |
| 8) Water treatment plant vacuum station fire alarm annual | x1/a year@550.00. |
| 9) Water treatment plant main building annual fire alarm inspection | X1/a year@1600 |
| 10) Water treatment plant fire alarm annual inspection. Main building includes chlorine detector inspection tied into FACP and also emergency generator fike water mist system semi annual and annual inspection. | x1/a year @5,000 |
| 11) Per hour rate for fire alarm and fm200 Labor. @145.00 | |
| 12) Per hour rate for travel time. @95.00 | |

Total Annual

Thank You for Allowing Us to provide you with our services.
Submitted by: Blair Davis
Southern Everglades Fire LLC

inspection x1/a year

\$28,730.04

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

Meeting Date:
January 20, 2026

Agenda Item Number: M-1

Action Required:
No

Department:
Capital Projects

Sponsor:
Steve Suggs

Subject:
Capital Projects Report - December 2025

Summary:
Mr. Suggs will present the Capital Projects monthly report.

Reviewed / Approved

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

Financial Impact

\$

Funding Source:
N/A

Budgeted:
N/A

Attachments

1. Monthly Report

Approved By: _____

General Manager

Date: 01/14/2026

Key Largo Wastewater Treatment District Capital Projects Report

Including updates through December 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)
	\$470,692.00	\$2,882,800.16	\$495,331.60	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 submitted their Final Inspection Report Summary on July 18th, attributing the corrosion issues to process/reuse water and stagnant conditions rather than workmanship.
- WEC/KLWTD and Reynolds prepared and sent a response rejecting Evoqua's conclusions.
- KLWTD issued its formal response on Sept 3rd; Evoqua replied on Sept 19th disagreeing with Key Largo's claims but offering to repair and transport the filter at no cost.
- WEC responded on Sept 23rd requesting a repair plan and timeline and instructing that a drain be added to the filter. Evoqua pushed back on Oct 10th citing API 650 compliance, but WEC disputed that claim. After further correspondence, Evoqua agreed to add additional drains to improve complete filter drainage. Updated repair/delivery timeline has been provided for the filter, and it is now projected to be on site the week of January 19th 2026.
- 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	\$9,689,555.24	\$1,045,000.00	\$10,73455.24
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	Percentage Complete (Based off current processed pay applications)
	\$1,040,431.50	\$8,570,131.21	\$1,123,992.53	90%

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, F, G, H, 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 final completion for only Basin E0 and C.
- Valve rebuilds continued ~ 1,750 rebuilds completed.
- IVC and Flovac notified WEC inspector of completed substantial completion punch list items in early November and WEC completed final punch list walkthrough. Final completion for Basin C is forthcoming after final payment is provided to IVC.
- The balancing change order allowing for the final payment of IVC restoration and Flovac complete installation of the monitoring system was formulated. Change order #7 was approved at the November 18th board meeting allowing for the processing of pay app #26 and #27 and the addition of 3 gateways to improve the reception of the system.
 - The only remaining construction items are the low-pressure and high-pressure monitoring on the grinder pumps and force mains, respectively.
- The Grinder Pump/Low-Pressure monitoring is progressing well with approximately 58 monitoring sensors remaining for installation.
- Flovac began installation of the force main/high-pressure monitoring system. Initial equipment installation and programming were completed in late December; however, subsequent evaluation of the selected programming and devices prompted a change, and revised devices are currently on order.
- The construction progress meeting was held on December 2nd with 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)
	\$488,744.80	\$2,048,254.91	\$1,157,145.82	69%

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 December, approximately 99% of all conduits for the project had were 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 boxes in various locations to the electrical room using vacuum throughout the month of December.
- Final termination of the wire in the panels located in the second floor MCC room began during the middle of December and will continue into the new year.
- All site-lighting conduit and poles have been installed, and all wiring to the fixtures has been pulled and is ready for final power connection. We are still awaiting the WWTP lighting shutdown to complete the work.
- 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. Trailer programming awaiting replacement control panel PLC to be installed and reprogrammed. PLC was shipped early 2026 and will be programmed when it arrives on site via remote connection.
- During December, technical discussions were held with the manufacturer (Larson) regarding the new voltage regulation transformer. Larson was selected as an approved equal to the Sure volt as UST has been unresponsive to multiple repair requests in previous projects.
- Pedro Falcon, KLWTD and WEC staff attended the construction progress meeting on December 10th with only one meeting being scheduled due to the holidays.

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)
	\$249,028.00	\$2,397,015.68	\$1,763,097.58	60%

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:

- Vacuum Station A –The Contractor finished final coating of the completed CMU wall. Concrete driveway has been completed. The Contractor is working on floor slab and equipment pad coating and expects completion in the following period.
- Contractor completed coating of concrete slabs at Vacuum Stations D, E, G, and I. Coating work at stations A and J/K in progress. Coating of Odor Control System exposed PVC to begin in the following period.
- As of October 22nd all (6) sets of Odor Control Tanks arrived to their respective Vacuum Station; All tanks have been delivered in acceptable condition. The Odor Control system piping at stations D, E, G, I, and JK has been installed with temporary pipe supports; Contractor expects to have pipe supports installed at each station in the following period.
- Following carbon delivery on December 15th and pipe support delivery on December 19th, Contractor anticipates start-up at all Vacuum Stations late January 2026. KLWTD Acrulog training presented by Heyward FL representative Alex Maas to occur prior to start-up. Following successful start-up, removal of the existing odor control systems and restoration of the facilities to pre-construction conditions is anticipated.
- Belle Construction, KLWTD, and WEC staff attended a progress meeting on December 4th.

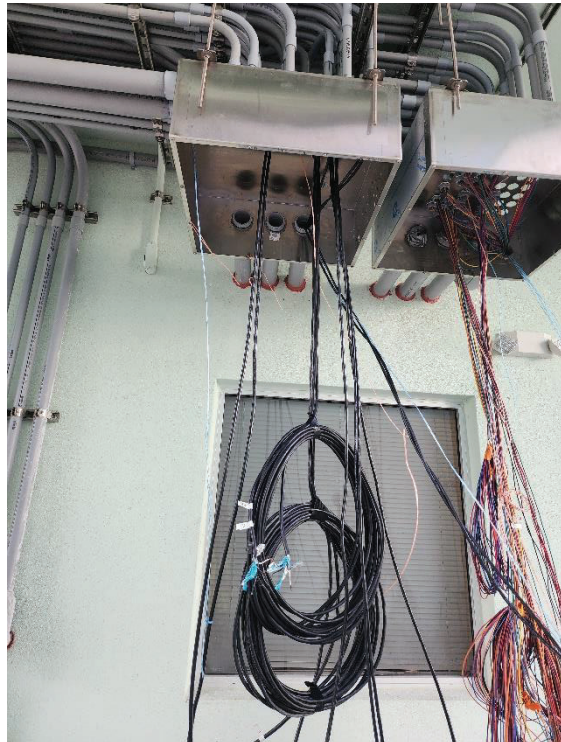
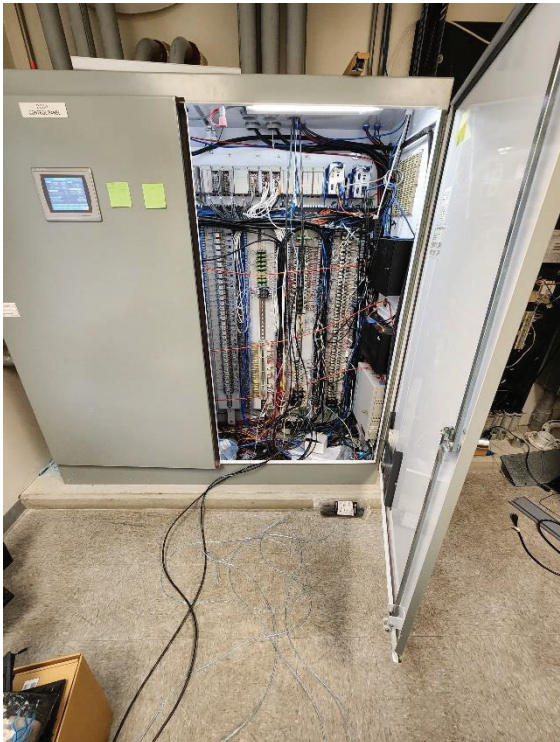
Upcoming Construction Projects

Project	Estimated Data	Status
EQ Tank and Headworks Project (LPA 0425)	Project Cost: \$11,523,215 Existing State Funds: \$6,570,814 Design: 60% Design Completion: February 2026 Construction: July 2026-July 2028 Funding Source: Stewardship and R&R	The EQ Tank and Headworks project includes a new 1.00 MGD pre-equalization tank and a new headworks screening system. The team is coordinating with manufacturers on key components such as odor control, aeration diffusers, screens, and the disposal system. Pricing for several items has been received and is under review as design and equipment selection advance. A permit modification has been submitted to FDEP, and coordination is ongoing to address any RAIs. The District is also working with the Village of Islamorada as they evaluate design changes involving in-line booster pumps and macerators that may increase peak flows and require added screening capacity. Islamorada's hydraulic modeling is complete, and the District is reviewing and coordinating with the Village.
Vacuum Tank Upgrades	Project Cost: \$12,370,312 Design: Preliminary Design Completion: April 2026 Construction: November 2026 Funding Source: Stewardship	Replace existing steel vacuum tanks at all KLWTD vacuum stations with new corrosion-resistant fiberglass reinforced plastic tanks. The project also upgrades foundations for flood resistance and installs new valves, fittings, gaskets, and SCADA controls. These tanks are critical to the wastewater collection system serving over 20,000 residents and seasonal visitors in the Upper Keys, including Islamorada. Design work has begun only for the Vacuum Station E tank.
Pipe Protection Project	Project Cost: \$2,401,285 Design: 60% Design Completion: April 2026 Construction: March 2026-March 2027 Funding Source: Stewardship and R&R	This project rehabilitates 3,400 ft of corroded ductile iron mains at the Key Largo Wastewater Treatment Plant using CIPP lining for larger mains and selective HDPE open-cut replacement for smaller or severely deteriorated sections. WEC has contacted seven vendors and is reviewing CIPP specifications from two of them. A new cathodic protection system with sacrificial anodes will be added to prevent future corrosion. The project also includes new isolation valves and SCADA-integrated flow meters, improving system durability, control, and leak prevention.
Blower Room Modifications Project	Project Cost: \$250,000 Design: Preliminary Funding Source: Stewardship	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.

Project Construction Photos



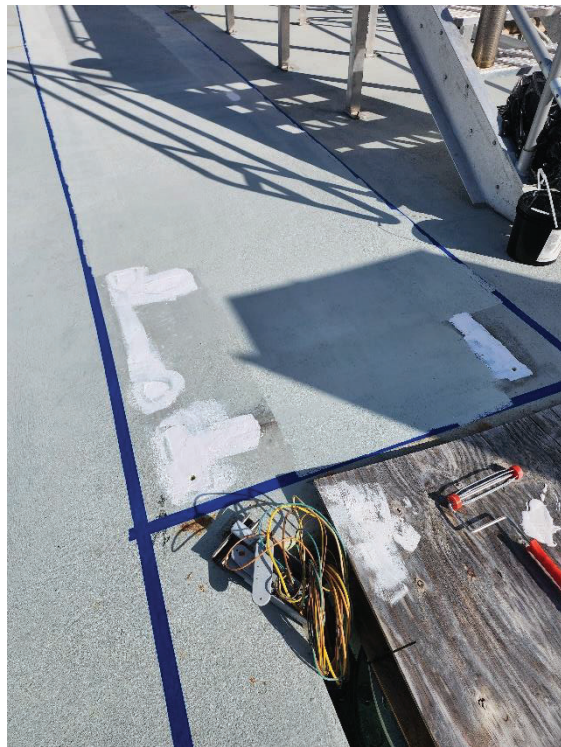
Figures 1 & 2. Installation Of The Frist Force Main Pressure Monitoring Equipment For The Collection System Monitoring Project



Figures 3 & 4. Routing Wire Through A Junction Box Into DCU1 Via 2.5" PVC Conduit And Wall Penetration



Figures 5 & 6. Installed Copper-Plated Ground Rods and Lightning Protection Equipment



Figures 7 & 8. Reynolds On-Site Repairing The Damage To The Coating On The Filter Platform



Figure 9 & 10. Bollards Installed At Vacuum Stations E & I



Figure 11. Concrete Driveway Installed And Final Coating Applied On Vacuum Station A Building Extension.