



Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Tuesday, April 21, 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
Robert Majeska	Commissioner
Philip Schwartz	Commissioner
Matthew Hardee	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. ANNUAL ELECTION OF BOARD OFFICERS

E. AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS

F. PUBLIC COMMENT

G. APPROVAL OF MINUTES OF PREVIOUS MEETING

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H. GENERAL MANAGER

I. IT

J. CUSTOMER SERVICE

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K. BUDGET AND FINANCE

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L. FIELD

1. Field Report – March 2026 13

M. PLANT/FACILITIES

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N. CAPITAL PROJECTS

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O. ENGINEERING

1. Engineering Services Cost Reallocations

41

P. LEGAL

Q. COMMISSIONER'S ITEMS

R. ROUNDTABLE

S. ADJOURNMENT

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

Meeting Date:
April 21, 2026

Agenda Item Number: G-1

Action Required:
Yes

Department:
Legal

Sponsor:
Nick Mulick

Subject:
Minutes of April 7, 2026

Summary:
Staff to present the minutes of April 7, 2026, for approval.

Reviewed / Approved

Financial Impact

Attachments

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

\$

Funding Source:
N/A

Budgeted:
N/A

1. Minutes

Approved By:  Date: 04/16/2026
General Manager



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, April. 7, 2026

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Ms. Shannon McCully led the Pledge of Allegiance.

ROLL CALL (C)

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

Also present: General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; WWTP Lead Operator Adam Baptiste; Apex Engineering Rob Mathers; IT Support Manuel Santana

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock; Apex Engineering Steve Suggs; Finance Manager Connie Fazio

Guest: John Brooke, Matthew Hardee, and Anna Moone

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Mr. Rosasco requested the addition of item *G-3 Commissioner Recognition*

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

PUBLIC COMMENT (E)

Name and Address:
John Brooke, Key Largo

Subject:
Item O-1

APPROVAL OF MINUTES (F)

Minutes of March 17, 2026 (F-1)

Motion: Commissioner Maloney made a motion to approve the Minutes of March 17, 2026. Commissioner Schwartz seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

Board of Commissioner Seat Vacancy (G-1)

Mr. John Brooke, Mr. Matthew Hardee, and Ms. Anna Moon addressed the Board in support of their applications to be appointed to fill the vacant Board of Commissioners seat.

The Board selected Mr. Matthew Hardee for the vacant Board of Commissioners seat.

Florida Keys Day – Rep. Mooney Letter (G-2)

Mr. Rosasco presented a letter from Rep. Jim Mooney to the Board.

Commissioner Recognition (G-3)

Mr. Rosasco wished Commissioner Robert Majeska Happy Birthday.

ELECTION OF OFFICERS (H)

Postponed to April 21, 2025, agenda.

IT (I)

No report in agenda.

CUSTOMER SERVICE (J)

No report in agenda.

BUDGET AND FINANCE (K)

No report in agenda.

FIELD (L)

No report in agenda.

PLANT/FACILITIES (M)

Plant/Facilities Report – February 2026 (L-1)

Mr. Dempsey presented the Plant/Facilities monthly report.

CAPITAL PROJECTS (N)

No report in agenda.

ENGINEERING (O)

Monroe County Winston Waterways Improvement (N-1)

Mr. Suggs presented a memo outlining Apex’s opinion of probable cost associated with Monroe County’s Winston Waterways Stormwater improvement project.

LEGAL (P)

KLWTD Investment Policy – Resolution 03-2026 (O-1)

Mr. Mulick presented Resolution 03-2026.

**Motion: Commissioner Majeska made a motion to adopt Resolution 03-2026.
Commissioner Schwartz seconded the motion.**

Vote on Motion:

**Commissioner Majeska – Aye
Commissioner Schwartz – Aye**

Commissioner Maloney – Aye
Chairman Rodriguez – Aye

COMMISSIONER ITEMS (Q)

No report in agenda.

ROUNDTABLE DISCUSSION (R)

No report.

ADJOURNMENT (S)

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

Nicolas Rodriguez, Chairman

Shannon McCully, Clerk

Seal _____

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

Meeting Date:
April 21, 2026

Agenda Item Number: J-1

Action Required:
No

Department: Customer Service Sponsor: Connie Fazio

Subject:
Customer Service Report - March 2026

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

Reviewed / Approved

Financial Impact

Attachments

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

\$

Funding Source:
N/A

Budgeted:
N/A

1. Monthly Report

Approved By:  Date: 04/16/2026
General Manager

Key Largo Wastewater Treatment District Customer Service Report

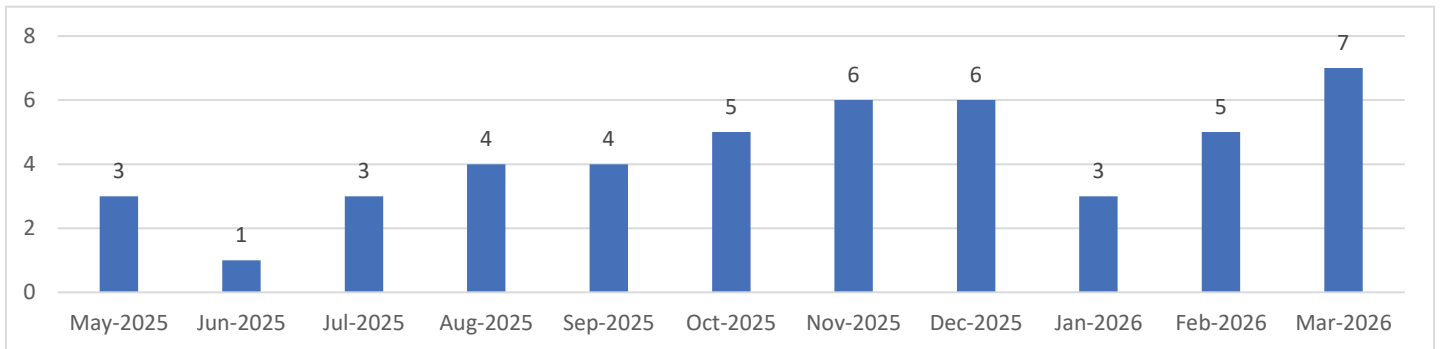
March 2026

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

Customer Service Requests

	Total
Billing	8
Demo	2
Field Department	16
MOD	18
NOA	6
Tie In Non Res	2
Tie In Res	10
Total	62

Number of Completed Wastewater Connections



Completed Wastewater Connections of 1 Commercial Property, and 6 Residential Properties:

- 98790 Overseas Hwy
- 173 W Avenue A
- 175 W Avenue A
- 7 Orange Dr
- 301 Buttonwood Cir
- 427 Lime Dr
- 37 N Bounty Ln

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

Meeting Date:
April 21, 2026

Agenda Item Number: K-1

Action Required:
No

Department: Budget and Finance Sponsor: Connie Fazio

Subject:
Budget and Finance - March 2026

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

Reviewed / Approved

Financial Impact

Attachments

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

\$

Funding Source:
N/A

Budgeted:
N/A

1. Monthly Report

Approved By:  Date: 04/16/2026
General Manager

March 2026

Budget and Finance Report

Long-Term Debt Summary	
SRF Loan KLNC 46401P	\$5,184,334.56

Next payment: July 2026: \$779,480.33

	Cash Flow	
	Deposits	Expenditures
Wastewater Billing Deposits Received	\$693,372.63	
Assessment Revenue Received (Non-Ad Valorem & SDC Prepayments)	\$87,890.43	
Islamorada Revenue	\$120,244.35	
Interest Income	\$103,850.70	
Grant Revenue (includes Stewardship and ACOE reimbursements, if applicable)	\$221,018.48	
District Expenditures (checks written)		\$948,861.31
Payroll		\$163,819.58
Total:	\$1,226,376.59	\$1,112,680.89

FKAA Wastewater Revenue Statistics

Date	Number of Customers Billed	WW Revenue Received	Date	Number of Customers Billed	WW Revenue Received
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	10,244 (9,366 Residential 878 Commercial)	\$796,569.98
Jan. 2025	10,207 (9,330 Residential 877 Commercial)	\$603,109.67	Jan. 2026	10,233 (9,356 Residential 877 Commercial)	\$536,610.38
Feb. 2025	10,211 (9,337 Residential 874 Commercial)	\$631,840.90	Feb. 2026	10,236 (9,356 Residential 880 Commercial)	\$755,978.98
Mar. 2025	10,188 (9,313 Residential 875 Commercial)	\$616,286.54	Mar. 2026	FKAA Stats Not Available at 4/6/26	\$693,372.63
Total Revenue from April 2024 Through March 2025		\$7,291,869.89	Total Revenue from April 2025 Through March 2026		\$8,340,629.05

Credit Card Fees paid by KLWTD: February 2026: \$6,984.04

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

Meeting Date:
April 21, 2026

Agenda Item Number: L-1

Action Required:
No

Department:
Field Operations

Sponsor:
Rudy Perez

Subject:
Field Report - March 2026

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

Reviewed / Approved

Financial Impact

Attachments

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

\$

Funding Source:
N/A

Budgeted:
N/A

1. Monthly Report

Approved By:  Date: 04/16/2026
General Manager

Wastewater Field Operations

There were a total of **27 service calls** for the month of **March** of these **13 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 **(9) systems generated** were found using the **(FVMS) Flo Vac Monitoring System**. The report shown below details the remaining **(14) customer calls**.

Date	Address	Incident	Response	KLWTD Issue
3/2/26	206 N Ocean Dr	A customer called stating that they were experiencing backup difficulties.	<p>Upon Field Techs' arrival on site, Techs noticed that the alarm light on the panel was on, but the buzzard was not working</p> <p>Techs diagnosed issue to be a faulty pump. Once the pump and a new alarm buzzard were replaced system was put back in service.</p>	YES
3/2/26	28 South Dr	A customer called to advise us. While walking around the neighborhood that there seemed to be sewer around the manhole.	<p>Upon Field Techs' arrival on site, the pit was found in proper working conditions. Tech called the concerned customer to clarify what she saw, apparently there was a puddle of water near the pit that seemed to be getting bigger. When further investigating the issue, it was determined that it was a water service leak in the area. FCAA was notified.</p> <p style="text-align: center;">(NOT A KLWTD ISSUE)</p>	NO
3/3/26	131 Casa Court	A customer called to report that their bathtub was backing up. Plumber advised them to call KLWTD first.	<p>Upon Field Techs' arrival on site, pit was working properly. There were no signs of a backup, cleanout was observed and found dry. Homeowner was notified.</p> <p style="text-align: center;">(HOMEOWNER ISSUE)</p>	NO

3/4/26	238 Allen Ave	A customer called to notify that sewer was coming out the manhole.	Upon Field Techs' arrival on site, Techs found the pit to be overwhelmed. They were able to draw down the level in the sump and found that the in-sump breather had come out of its place. Once component was put back, pit was placed back in service.	YES
3/10/26	97240 Overseas Hwy	We received a customer call regarding a grinder pump alarm and said that the toilets weren't draining properly at main house.	Upon Field Techs' arrival on site, the grinder pump sump was overwhelmed. The vac truck was brought out so that the tech could identify what the problem was. It was found that the hose clip to the discharged hose had broken loose. Once the tech placed back the hose in its position, the pump was able to draw down and clear itself. System was put back in service.	YES
3/11/26	390 Laguna Ave	The customer called to report a backup within their home.	Upon Field Techs' arrival on site, Techs found that the pit was in proper working conditions. The cleanout was observed and found dry. Pit was manually discharged as well. Homeowner was notified of the findings. (HOMEOWNER ISSUE)	NO
3/13/26	102 E Shores Rd	The customer called stating that there was water on top of the cleanout.	Upon Field Techs' arrival on site, Techs found the pit to be working properly. Pit was manually simulated and discharged; cleanout was observed and found dry. Homeowner notified of findings. (HOMEOWNER ISSUE)	NO
3/15/26	723 Sharon PL	The customer called to report a backup at the property would like us to check the sewer.	Upon Field Techs' arrival on site, Techs found that the pit was working properly. The cleanout was checked to ensure that there was no blockage in the line. Homeowners were notified of findings. (HOMEOWNER ISSUE)	NO

3/17/26	776 Bostwick Dr	A customer called to report a backup at the property.	Upon Field Techs' arrival, it was noticed that the control had malfunctioned. Once the controller was replaced pit was manually discharged and put back in service.	YES
3/18/26	600 Bonita Ave	A customer called stating that they were experiencing backup difficulties.	Upon Field Techs' arrival on site, they observed the cleanout and manually discharged pit. No issues were detected. Homeowner was notified. (HOMEOWNER ISSUE)	NO
3/18/26	91645 Overseas Hwy	A customer called stating that they were experiencing backup difficulty. And had a plumber on site.	Upon Field Techs' arrival on site, Techs found the pit to be working properly. Pit was manually discharged; and clean out was observed and found dry. Tech's continued to help the customer and found there to be a break on the private side. KLWTD assisted with the repairs customer was very grateful. (HOMEOWNER ISSUE)	NO
3/26/26	245 Buttonwood Ave	A customer called to report a possible backup.	Upon Field Techs' arrival on site, the cleanouts were visually observed and found dry. Pit was manually discharged and simulated; pit was found in proper working conditions. Homeowner was notified. (HOMEOWNER ISSUE)	NO
3/26/26	97220 Overseas Hwy	A customer called in to report a possibly grinder pump alarm going off next door.	Upon Field Techs' arrival on site, the system was observed. No alarm at the neighbor's house or at the actual callers. What the customer was hearing was backup alarm on heavy equipment nearby. (HOMEOWNER ISSUE)	NO

3/26/26	325 Calusa Lot# 68	A customer called to report a backup.	Upon Field Techs' arrival on site cleanout was checked and found dry. Pit was manually discharged and working accordingly. Customer was notified. (HOMEOWNER ISSUE)	NO
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Area Addressed with the Flow Vac Monitoring System

Date	Address	Incident	Response	Issue Found
3/9/26	110 Long Key Rd	Received a low vacuum alarm call from Vac Station A	Field Tech isolated the tank valves to determine an area. Once determined they used the (FVMS) to find the issue.	Bad Controller
3/11/26	6 Oleander Ave	Received a high-level alarm on our low-pressure (FVMS) monitoring	Field Tech diagnosed issue as a faulty pump.	Bad Grinder Pump
3/17/26	224 LA Paloma Rd	Received a low vacuum call from Vac Station D	Field Tech isolated the tank valves to determine an area. Once determined they used the (FVMS) to find the issue.	Bad Valve
3/18/26	5 Coral Rd	Received a low vacuum call from Vac Station E	Field Tech checked on the (FVMS) and went straight to the address with	Bad Valve

			the issue.	
3/20/26	8 Corrine Pl	Received a low vacuum call from Vac Station E	Field Tech checked on the (FVMS) and went straight to the address with the issue.	Bad Controller
3/21/26	92431 Overseas Hwy	Received a low vacuum alarm from Vac Station JK	Field Tech checked on the (FVMS) and went straight to the address with issue.	Grease in sensor tube
3/22/26	322 Jenny Ln	Received a low vacuum call from Vac Station D	Field Tech isolated tank valves at the vacuum station to determine an area. Once determined, Tech used the (FVMS) to find the issue.	Bad Valve
3/29/26	21 Snapper Ln	Received a low vacuum call from Vac Station D	Field Tech checked on the (FVMS) and went straight to the address with issue.	Bad Controller

3/26/26	28 Se Marlin Ave	Received a low vacuum alarm from Vac Station D	Field Tech checked on the (FVMS) and went straight to the address with issue.	Bad Controller
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Below are the (4) System Generated Calls Non-Related to FVMS:

- **3/1/26** - 95190 Overseas Hwy / high level lockout at Vac Station I /Power issue.
- **3/2/26** – 92431 Overseas Hwy / Power issue at Vac Station JK.
- **3/17/26** – 421 Calusa / Low vacuum alarm from Vac Station E / Bad valve and controller.
- **3/21/26** – 373 Calusa / Low vacuum alarm from Vac Station E / Bad controller

Concrete Collar Replacement



10" Valve Tank Replacement at Vac Station A



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

Meeting Date:
April 21, 2026

Agenda Item Number: M-1

Action Required:
No

Department:
Plant/Facilities

Sponsor:
Ryan Dempsey

Subject:
Plant/Facilities Report - March 2026

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

Reviewed / Approved

Financial Impact

Attachments

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

\$

Funding Source:
N/A

Budgeted:
N/A

1. Monthly Report

Approved By:  Date: 04/16/2026
General Manager

Wastewater Treatment Plant Operations

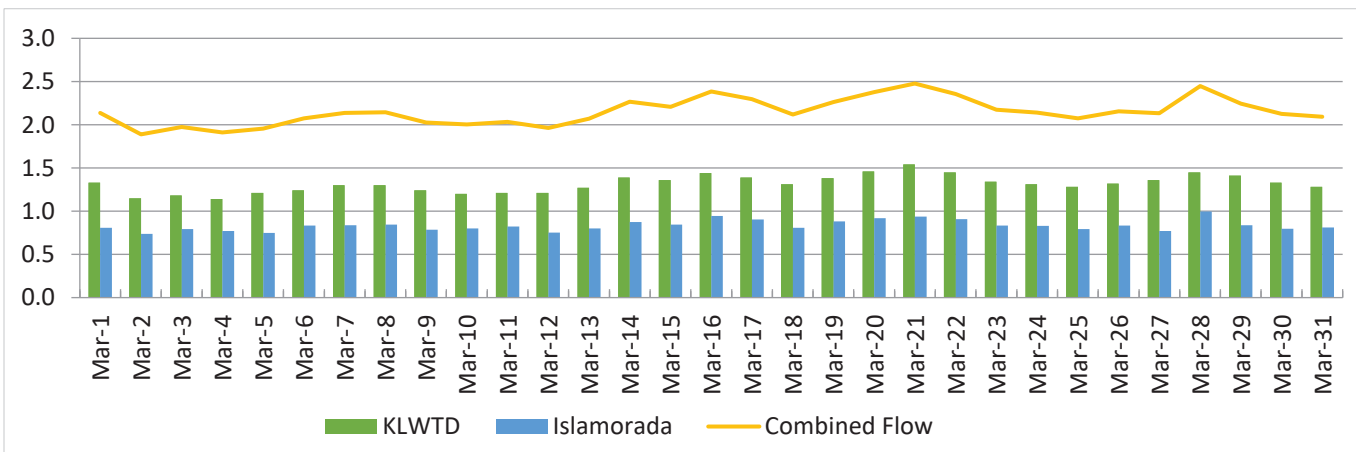
The wastewater treatment plant processed an average of 2.15 million gallons of influent per day (MGD). The Treatment Plant remains in compliance with the Florida Department of Environmental Protection (FDEP) guidelines.

Effluent Quality Reports (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

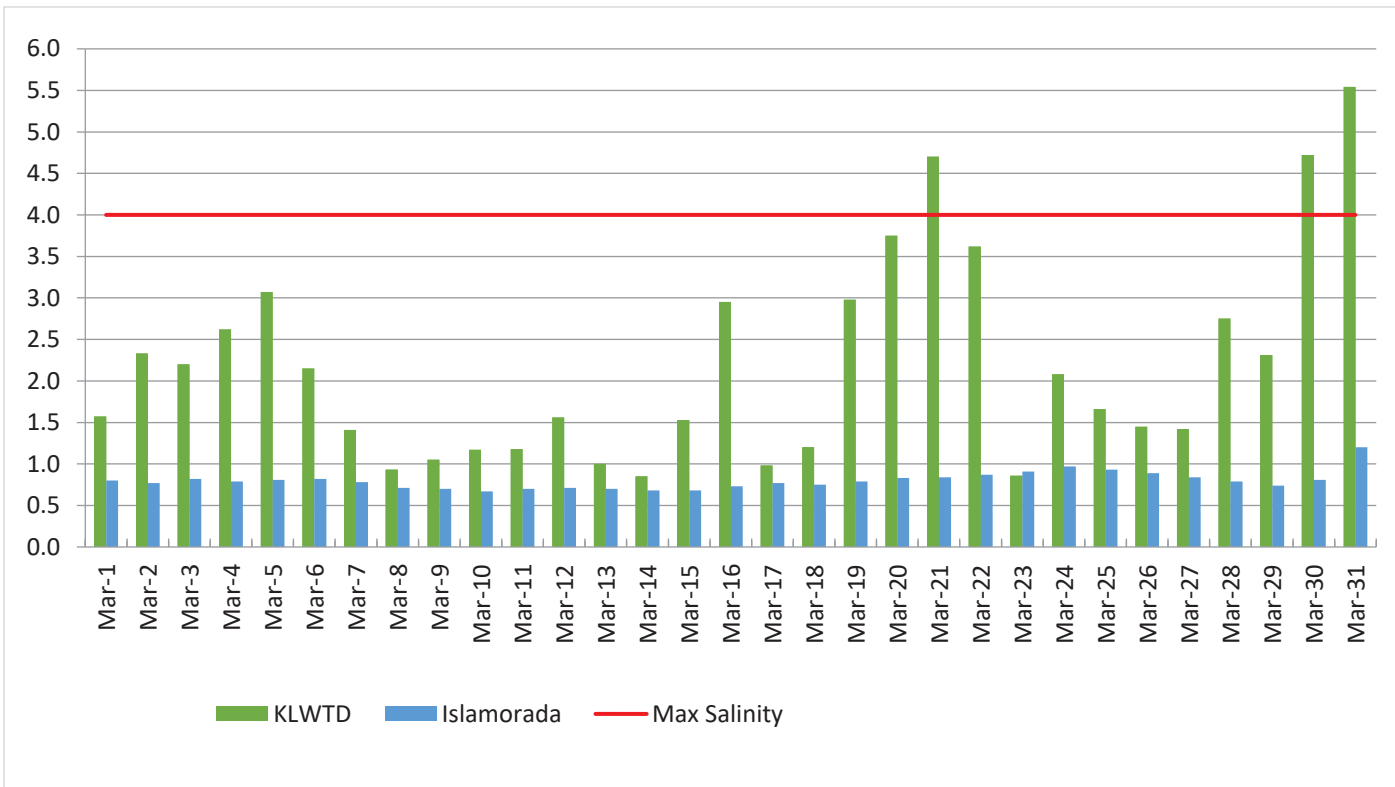
Daily (MGD) The total influent the	Effluent Quality Report	March 2026 Plant Performance	12 Month Average Plant Performance	Effluent Limits	Flow flow of through
	CBOD5 (Carbonaceous Biochemical Oxygen Demand)	1.6	2.2	5	
	TSS (Total Suspended Solids)	1.1	1.1	5	
	TN (Total Nitrogen)	4.5	3.7	Report only	
	TP (Total Phosphorous)	1.1	.8	Report only	

wastewater treatment plant each day.



Daily Peak Salinity (PPT)

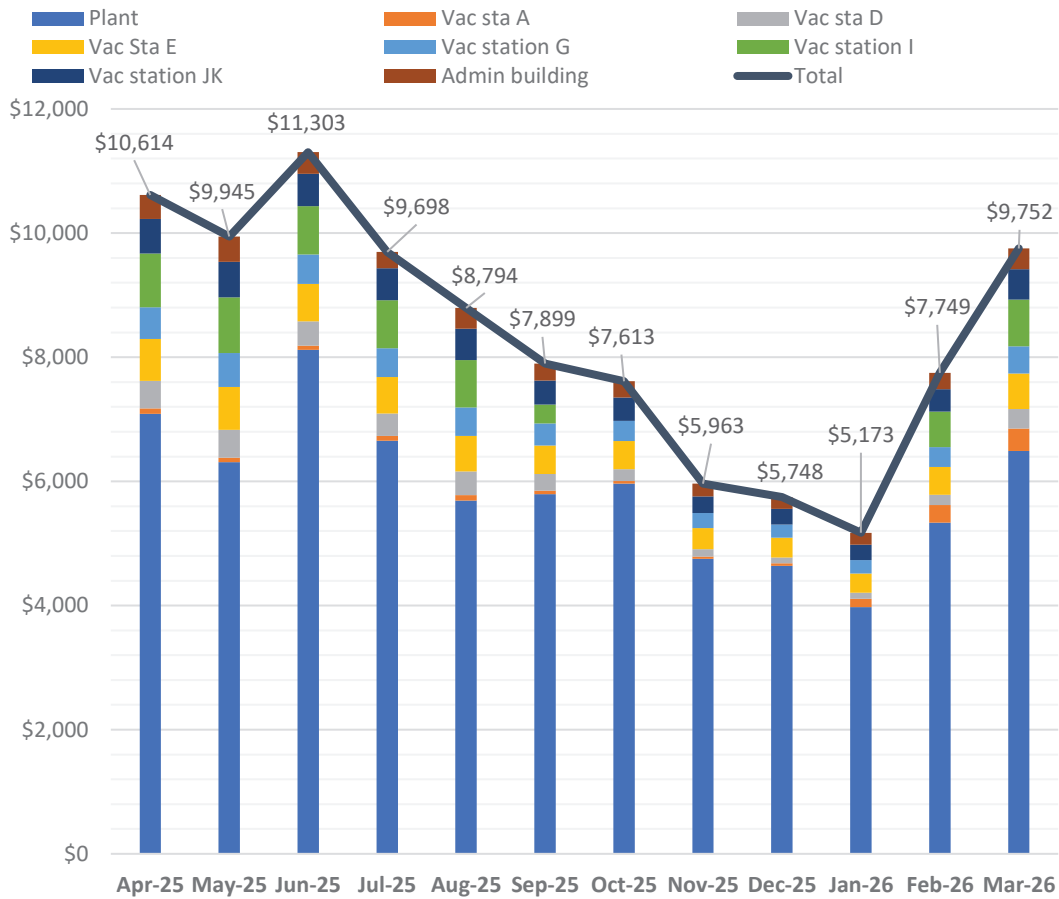
The daily peak salinity for the current month.



Islamorada

Average Daily Flow: .834 MGD
 Highest Daily Flow: .998 MGD
 Monthly Peak Salinity: 1.2 PPT
 Days over 4.0 PPT Salinity: 0
 3-month average of Islamorada flow capacity (1.104 MGD): 69%

Solar Production Report



	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Admin building	\$388	\$406	\$348	\$262	\$335	\$272	\$264	\$205	\$192	\$191	\$261	\$334
Vac station JK	\$557	\$576	\$520	\$518	\$507	\$391	\$372	\$269	\$250	\$251	\$364	\$489
Vac station I	\$863	\$896	\$778	\$771	\$761	\$304	\$0	\$0	\$0	\$0	\$572	\$752
Vac station G	\$511	\$546	\$476	\$464	\$456	\$355	\$327	\$239	\$215	\$216	\$320	\$439
Vac Sta E	\$674	\$693	\$601	\$587	\$576	\$458	\$455	\$344	\$319	\$306	\$448	\$571
Vac sta D	\$444	\$446	393	\$361	\$378	\$269	\$187	\$117	\$89	\$98	\$163	\$318
Vac sta A	\$87	\$71	65	\$81	\$89	\$54	\$43	\$36	\$44	\$134	\$284	\$359
Plant	\$7,090	\$6,311	8122	\$6,654	\$5,692	\$5,796	\$5,965	\$4,753	\$4,639	\$3,977	\$5,337	\$6,490
Total	\$10,614	\$9,945	\$11,303	\$9,698	\$8,794	\$7,899	\$7,613	\$5,963	\$5,748	\$5,173	\$7,749	\$9,752

12 month production estimate for all sites: \$100,251

CL17 chlorine analyzer upgrade



Plant 8" fire main Backflow assembly replacement





Headworks channel cleaning and auger brush maintenance



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

Meeting Date:
April 21, 2026

Agenda Item Number: N-1

Action Required:
No

Department:
Capital Projects

Sponsor:
Rob Mather

Subject:
Capital Projects Report - March 2026

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

Reviewed / Approved

Financial Impact

Attachments

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

\$

Funding Source:
N/A

Budgeted:
N/A

1. Monthly Report

Approved By:  Date: 04/16/2026
General Manager

Key Largo Wastewater Treatment District Capital Projects Report

Including updates through March 2026

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)
	\$490,273.75	\$2,882,800.16	\$475,749.85	88%

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.
- The filter was delivered to the KLWTD WWTP site on March 13th and was set in place and attached to the existing piping network. Electrical work and connections continued throughout the next few weeks.
- Drain pipe connections were made to the existing overflow/backwash line with an upsized saddle tap to accommodate the extra drains installed during the repair process.
- The Disc Filter start-up was scheduled for the week of April 27th. Considerable work is required from Reynolds before the project closeout process can be completed such as coatings, drain routing, Pipe hydrostatic testing, I&C testing, and as-builts for the complete project.
- Reynolds, WEC staff, and KLWTD staff attended a meeting to discuss the start-up of the filter on March 30th.

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	\$1,060,000.00	\$10,749,555.24
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	Percentage Complete (Based off current processed pay applications)
	\$1,059,043.50	\$8,782,949.21	\$907,562.53	92%

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 and final completions have been completed for all basins.
- Valve rebuilds continued ~ 3,000 rebuilds completed.
- IVC and Flovac have completed installation of the vacuum monitoring system across all 2,967 vacuum pits and buffer tanks. Final completion documentation was finalized in January and provided to KLWTD.
- 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 152 monitoring sensors installed so far for the project.
- Flovac began installation of the force main/high-pressure monitoring system. Initial equipment installation and programming were completed in late December, acting as a trial unit for the installation and monitoring.
- Throughout March, KLWTD scheduled multiple meetings with Apex staff to discuss the locations and possible field variations to the locations given to the Contractor. KLWTD suggested revised locations for multiple force main taps due to proximity to road, fittings, Heritage Trail, or crossings.
- The construction progress meeting was held on March 3rd, 2026 with KLWTD, WEC/APEX, and Flovac 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	\$530,000.00	\$3,739,145.53
	Engineering Paid to Date	Construction Paid to Date	Balance to Complete (Anticipated)	Percentage Complete (Based off current processed pay applications)
	\$528,798.80	\$2,261,109.25	\$949,237.48	75%

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:

- Exterior conduit installation is about 99% complete, supporting power, signal, and camera systems serving plant equipment and instrumentation throughout the facility (including SBR/digester areas, Post EQ tank area, CCC platform, and other site infrastructure).
- Construction activities focused on wire pulling, device-by-device re-routing, and terminations, with continued installation and termination of digital and analog control wiring into DCU1 and the second-floor MCC/electrical room cabinets (including decanter and waste sludge pump controls).
- Electrical room modifications continued, along with coordination on major equipment procurement including the voltage regulation transformer, and continued correspondence with the Contractor on the status of the ATS shipment and delivery.
- Locations for all electrical room devices were finalized with the required NEC work spaces governing the locations of the SureVolt and ATS unit placement in the room.
- Inspection reports also documented open items and quality items including conduit fitting adjustments at certain GFCI locations, surface cleanup on walkways, and areas where wiring has been pulled but not yet fully terminated.
- The tentative delivery date for the SureVolt unit is Mid-July with the unit in production currently at the factory.
- Pedro Falcon, KLWTD and WEC/APEX staff attended the construction progress meeting on March 11th and 25th, 2026.

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)
	\$274,643.50	\$2,803,727.18	\$1,330,770.58	70%

Start of Contract: 03/28/2025
Substantial Completion Date: 08/18/2026 (525 Days) **Project on Schedule?:** No
Current Time Extensions to Contract: 195 Days
Funding Source: Combination of FDEP Stewardship (KG004) & R&R

Project Updates:

- As of October 22nd all (6) sets of Odor Control Tanks arrived at their respective Vacuum Station; All tanks have been delivered in acceptable condition.
- Final connections have been completed at all Vacuum Stations. The new Odor Control systems are operational at all Vacuum Stations.
- Vacuum Station E effluent odor line drainage has been installed.
- Contractor has begun removal of existing Odor Control Systems.
- Contractor has started the site restoration including swale restoration, installation of sod and pea rock and touch up of interior areas.
- Contractor completed coating of concrete slabs at Vacuum Stations A, D, E, G, I, and J/K. Touch up coating work is expected to be completed in the following period.
- A time extension of 195 days has been granted via change order to allow for sufficient time to receive and install the new generators. Generators are expected to arrive at Vacuum Station A and D by the end of June 2026.
- Belle Construction, KLWTD, and Apex staff attended a progress meeting on March 12th and March 26th, 2026.

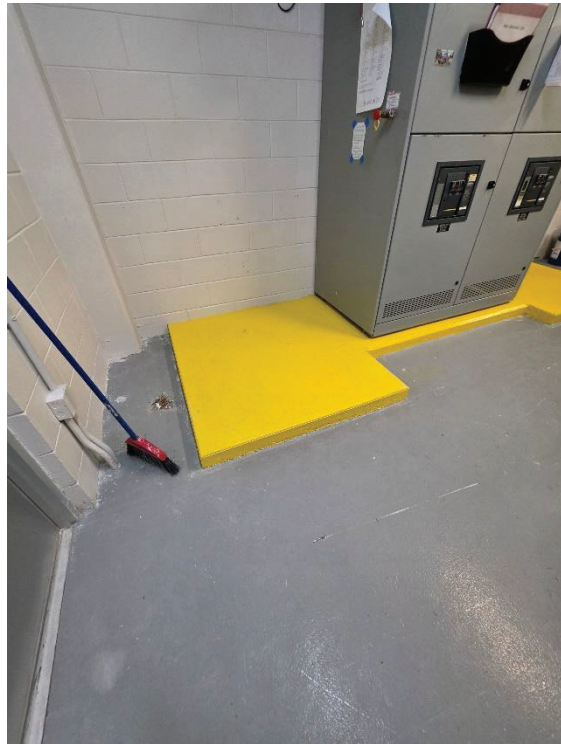
Upcoming Construction Projects

Project	Estimated Data	Status
<p style="text-align: center;">EQ Tank and Headworks Project (LPA 0425)</p>	<p>Project Cost: \$13,480,320</p> <p>Existing State Funds: \$6,547,280</p> <p>Design: 60%</p> <p>Design Completion: June 2026</p> <p>Construction: September 2026- September 2028</p> <p>Funding Source: Stewardship and SLR</p>	<p>The EQ Tank and Headworks project includes two new 500k MGD pre-equalization tanks and a new headworks screening system. The 60% design plans have been provided to KLWTD and Islamorada for review, with work on the 90% plan set underway. 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. Geotechnical subsurface borings are being scheduled. 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. The Blower Room Modification Project scope has been moved to the EQ and Headworks project. This consists of the requested 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 for the blowers.</p>
<p style="text-align: center;">Vacuum Tank Upgrades</p>	<p>Project Cost: \$12,370,312</p> <p>Design: Preliminary</p> <p>Design Completion: August 2026</p> <p>Construction: October 2026</p> <p>Funding Source: Stewardship and SLR</p>	<p>This project includes replacement of 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 is in process for Vacuum Station A and E tanks. Apex intends to phase design and construction of the replacements to accomplish a minimum of two tank replacements per year.</p>
<p style="text-align: center;">Pipe Protection Project</p>	<p>Project Cost: \$2,401,285</p> <p>Design: 60%</p> <p>Design Completion: August 2026</p> <p>Construction: Oct 2026 - Oct 2027</p> <p>Funding Source: Stewardship and SLR</p>	<p>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. Apex is working with KLWTD to expose select subgrade pipes for corrosion analysis. Design work is in progress for pipe rehabilitation or replacement including CIPP Lining, cathodic protection, and HDPE open-cut replacement. The project also includes asphalt work, replacement of the PVC fire main, new isolation valves and SCADA-integrated flow meters, improving system durability, control, and leak prevention.</p>

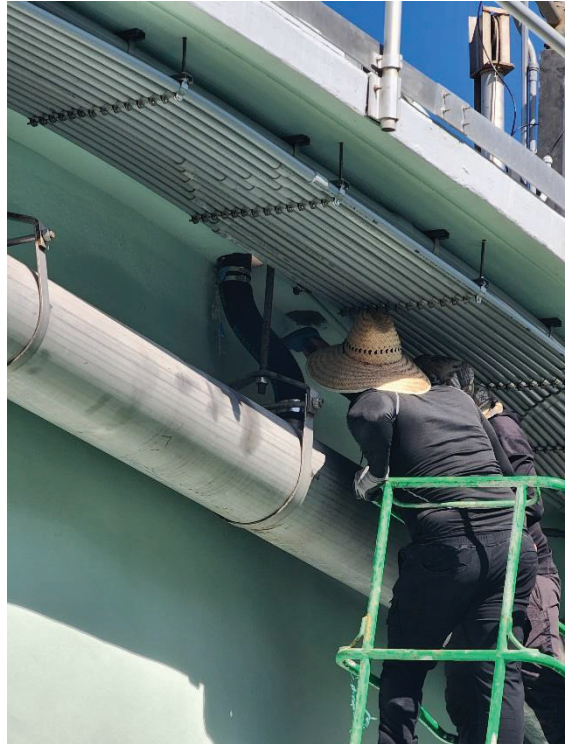
Project Construction Photos



Figures 1 & 2: Flovac Valve Rebuild Trailer and Rebuilt Valve Rack



Figures 3 & 4: Concrete Equipment Pad for ATS and Disconnect Painted



Figures 5 & 6: Pedro Falcon Workers Cutting Old Conduit Flush and Filling Them with Epoxy Cement



Figures 7 & 8: Disk Filter Fitting with Existing Piping Network



Figure 9 & 10: Site Restoration & #57 Stone Installed at Vacuum Station A & E

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

Meeting Date:
April 21, 2026

Agenda Item Number: O-1

Action Required:
Yes

Department:
Engineering

Sponsor:
Rob Mather

Subject:
Engineering Services Cost Reallocations

Summary:

Staff is recommending moving certain engineering cost categories from the Field Operations operating budget into the Capital Projects budget. We are recommending that all of the Monroe County Sea Level Rise project costs be moved into Capital Projects. We also recommend that a capital project engineering task to assist in implementation of a CSAP-compliant CMMS program be authorized.

Reviewed / Approved

Financial Impact

Attachments

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

\$ 0.00
Expense
Funding Source:
N/A
Budgeted:
Yes

1. Memo Recommending Reallocation of Engineering Expenses

Approved By: 
General Manager

Date: 04/16/2026



MEMORANDUM

To: Peter Rosasco, General Manager
Cc: Connie Fazio, Finance Manager
From: Steve Suggs, P.E.
Date: April 15, 2026
Re: Proposed Reallocation of Apex Billings

Due to unanticipated costs associated with the Monroe County Sea Level Rise projects in the District's service area, and the unanticipated efforts needed to assist in implementation of a compliant Computerized Maintenance Management System (CMMS) program, we are suggesting that the District consider adjusting its FY26 budget to more appropriately allocate these unanticipated expenses. It does not appear that any increase in the FY26 engineering budget will be needed if the District allocates these expenses to appropriate expense categories.

Monroe County Sea Level Rise Projects

When setting up the engineering budget estimates for FY26, the cost for reviewing the plans for the Monroe County Sea Level Rise projects, it was assumed that only review of the County's design drawings would be needed. However, as the Twin Lakes project went into construction, it was determined that the cost for adjusting certain District infrastructure or installing conflict structures would be borne by the District.

The 60% and 90% plans for the County's Winston Waterways Sea Level Rise project were recently submitted for our review, during which it was determined that the County's stormwater infrastructure could not be installed without significant re-design of the District's vacuum collection system in the neighborhood, and that a significant amount of removal and replacement of the District's sanitary sewer infrastructure. The County contends that the cost for the re-design and removal/replacement of existing District infrastructure to accommodate the County's storm water system would also be borne by the District. Our current estimate for the re-design and removal/replacement of vacuum system components is nearly \$5 million.

While the final decision on the responsibility of funding for changes requested by the County to accommodate their sea level rise projects in the District's service area has not been reached yet, it has become apparent that there will be capital expenditures needed to re-design and remove/replace the District's sanitary sewer infrastructure. Currently, all engineering expenses associated with the Sea Level Rise projects are being charged to Field Operations. It is not clear at this point if the construction costs for removal/replacement of the District's infrastructure would also be charged to Field Operations. We recommend that the District consider re-classifying the Sea Level Rise projects as Capital Projects rather than as operating expenses under Field Operations.

The County's Sea Level Rise projects are currently billed under Field Operations under the following sub-tasks:

- Monroe County Sea Level Rise General
- Monroe County Sea Level Rise Twin Lakes
- Monroe County Sea Level Rise Stillwright Point
- Monroe County Sea Level Rise Winston Waterways

Since these projects are costly and the needed sanitary sewer adjustments are not a part of normal O&M costs and do not qualify as typical Renewal and Replacement (R&R) projects, we suggest that these expenses be moved from Field Operations to Capital Projects. Any new upcoming Monroe County Sea Level Rise projects in the District's service area would also be added to this list as the plans become available for review.

CMMS

The WEC budget for the Collection System Action Plan (CSAP) has also been exceeded due in large part to our efforts to assist in implementation of a new CMMS program that meets the reporting requirements for CSAPs as outlined in Chapter 62-600.705 F.A.C. At the time that the CSAP budget was approved, it was assumed that the CMMS program that the District had been using would be sufficient to comply with the CSAP annual reporting requirements. However, that program is not able to track costs for labor and materials for work performed per the CSAP requirements. We have recommended a compliant CMMS program and have been working with Ryan and ENS on the needed inputs into the proposed CMMS program and into the existing GIS program. These two programs must be linked together to generate the required annual reports. WEC's assistance in the implementation of a compliant CMMS program was not anticipated in the scope of the CSAP work authorization and has caused the CSAP budget over-run.

WEC suggests that the cost of the work associated with the CMMS implementation could appropriately be classified as a Capital Project due to the total cost of purchasing and implementing the CMMS program, and for its integral part in ensuring that the District's capital investments are adequately maintained and that the CSAP requirements for annual financial reporting can be met.

Summary

The tables on the following pages summarize the proposed adjustments related to the reallocation of funding categories as described above. Per the District's customary practice, the budgetary estimates broken out by anticipated projects are considered to be budgetary estimates only and are not firm Not-to-Exceed amounts for individual projects. The Capital Projects Work Authorization, WEC 26-01, total Not-to-Exceed amount of \$1,597,400.00 may not be exceeded without prior authorization from the District, but individual project expenses may exceed the budgetary estimates so long as the WEC 26-01 total amount is not exceeded. We recommend the reallocation of expenses for Sea Level Rise projects from Field Operations to Capital Projects and the addition of a CMMS sub-category under Capital projects for the reasons stated above.

PROPOSED ADJUSTMENTS TO FY26 CAPITAL PROJECTS BUDGET

Existing and Proposed Capital Projects Categories	FY26 Budgetary Estimates	FY26 Expenses Through March 31, 2026	FY26 Balance
Odor Control at Vacuum Stations	\$160,000.00	(\$56,778.25)	\$103,221.75
Effluent Filtration Upgrades	\$50,000.00	(\$27,076.25)	\$22,923.75
WWTP Power Conditioning & Electrical Upgrades	\$100,000.00	(\$87,896.25)	\$12,103.75
EQ Tanks & Headworks	\$450,000.00	(\$139,183.25)	\$310,816.75
Ventilation Upgrades at Vacuum Stations	\$41,125.00	\$0.00	\$41,125.00
Ductile Iron Piping Corrosion Control	\$250,000.00	(\$15,017.25)	\$234,982.75
Vacuum System Monitoring	\$30,000.00	(\$46,061.50)	(\$16,061.50)
Capital Prelim Design & Budget	\$35,000.00	(\$555.50)	\$34,444.50
Vacuum Stations Power Conditioning	\$61,275.00	\$0.00	\$61,275.00
Vacuum Stations Sewage Tank Upgrades	\$400,000.00	(\$22,843.50)	\$377,156.50
Service Connection Revisions	\$20,000.00	\$0.00	\$20,000.00
Fire Suppression at WWTP (FY25)	\$0.00	(\$2,286.75)	(\$2,286.75)
Vacuum Stations Piping Modifications (FY25)	\$0.00	(\$736.49)	(\$736.49)
Monroe County Sea Leve Rise General	\$0.00	(\$21,661.50)	(\$21,661.50)
Monroe County Sea Level Rise Twin Lakes	\$0.00	(\$18,759.25)	(\$18,759.25)
Monroe County Sea Level Rise Stillwright Point	\$0.00	\$0.00	\$0.00
Monroe County Sea Level Rise Winston Waterways	\$0.00	(\$32,136.00)	(\$32,136.00)
CMMS (includes CSAP billing through March 2026)	\$0.00	\$63,111.50	\$63,111.50
Totals	\$1,597,400.00	(\$407,880.24)	\$1,189,519.76

PROPOSED ADJUSTMENTS TO FY26 FIELD OPERATIONS BUDGET

Existing and Proposed Field Operations Categories	FY26 Budgetary Estimates	FY26 Expenses Through March 31, 2026	FY26 Balance
Field Ops Trouble-Shooting, Misc. Improvements	N/A	(\$10,584.25)	N/A
Private Plans Reviews	N/A	(\$29,647.00)	N/A
Connection Certifications	N/A	(\$1,169.25)	N/A
Monroe County Sea Leve Rise General	N/A	(\$21,661.50)	N/A
Monroe County Sea Level Rise Twin Lakes	N/A	(\$18,759.25)	N/A
Monroe County Sea Level Rise Stillwright Point	N/A	\$0.00	N/A
Monroe County Sea Level Rise Winston Waterways	N/A	(\$32,136.00)	N/A
Totals	\$80,000.00	(\$41,400.50)	\$38,599.50