



Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, December 19, 2023

## MINUTES

### CALL TO ORDER (A)

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

### PLEDGE OF ALLEGIANCE (B)

Ms. Connie Fazio led the Pledge of Allegiance.

### ROLL CALL (C)

Present: Chairman Nicolas Rodriguez; Commissioners Sue Heim, Robert Majeska, Philip Schwartz, and Tim Maloney.

Also present; District Clerk Shannon McCully; Finance Manager Connie Fazio; Field Manager Mike Dempsey; IT Support Sheldon Bennett

Present Virtually: General Counsel Nicholas Mulick; Plant/Facilities Manager Ryan Dempsey; Weiler Engineering Ed Castle; IT Consultant Dave Soper

### AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

*Approval of Agenda (D-1)*

Commissioner Heim requested the addition of item *Q-1 FDOT Slides*

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

### PUBLIC COMMENT (E)

Andy Tobin spoke to wish staff happy holidays.

### APPROVAL OF MINUTES (F)

*Minutes of November 28, 2023 (F-1)*

**Motion:** Commissioner Heim made a motion to approve the minutes of November 28, 2023. Commissioner Maloney seconded the motion. Motion passed without objection.

**GENERAL MANAGER (G)**

No report in agenda.

**CUSTOMER SERVICE (H)**

*Customer Service Report - October 2023 (H-1)*

Ms. Fazio presented the Customer Service Report for November 2023.

**IT (I)**

*IT Report - November 2023 (I-1)*

Mr. Soper presented the IT Report for November 2023.

**BUDGET AND FINANCE (J)**

*Budget and Finance Report - November 2023 (J-1)*

Ms. Fazio presented the Budget and Finance Report for November 2023.

**FIELD (K)**

*Field Report - November 2023 (K-1)*

Mr. Dempsey presented the Field Report for November 2023.

**PLANT/FACILITIES (L)**

No report in agenda.

**CAPITAL PROJECTS (M)**

No report in agenda.

**ENGINEERING (N)**

No Report in agenda.

**LEGAL REPORT (O)**

No report in agenda.

**COMMISSIONER ITEMS (P)**

No report in agenda.

**ROUNDTABLE DISCUSSION (Q)**

*FDOT Slides (Q-1)*

Commissioner Heim presented 5 slides from the county's resilience presentation which were part of the WQPP Meeting on November 29, 2023.

*Minutes Roll Call Procedure (Q-2)*

The Board discussed different options for recording Commissioner attendance..

**ADJOURNMENT (R)**

The meeting was adjourned at 4:45 pm.

*[Handwritten signature]* *[Handwritten signature]*

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk



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