

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

Meeting Date:  
November 19, 2024

Agenda Item Number: F-1

Action Required:  
Yes

Department: Legal  
Sponsor: Nicholas Mulick

Subject:  
**Minutes of November 5, 2024**

Summary:  
Staff to present the minutes of November 5, 2024, 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: 11/14/2024  
General Manager



Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, November 5, 2024

## MINUTES

### CALL TO ORDER (A)

Vice-Chairman Timothy Maloney 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: Commissioners Sue Heim, Timothy Maloney, Robert Majeska, and Philip Schwartz

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

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock; Lead Plant Operator Jerry Baker

### ANNUAL ELECTION OF BOARD OFFICERS (D)

#### *Chairman*

Commissioner Majeska nominated Nicolas Rodriguez for the office of Chairman. Nicolas Rodriguez was elected Chairman of Key Largo Wastewater Treatment District.

#### *Vice-Chairman*

Commissioner Heim nominated Timothy Maloney for the office Vice-Chairman. Timothy Maloney was elected Vice-Chairman of Key Largo Wastewater Treatment District.

#### *Secretary/Treasurer*

Commissioner Majeska nominated Sue Heim for the office of Secretary/Treasurer. Commissioner Sue Heim was elected Secretary/Treasurer for Key Largo Wastewater Treatment District.

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

#### *Approval of Agenda (E-1)*

Commissioner Heim requested the addition of item *Q-1 Action for Board Members*

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

### PUBLIC COMMENT (F)

No speakers.

**APPROVAL OF MINUTES (G)**

*Minutes of October 15, 2024 (G-1)*

**Motion:** Commissioner Heim made a motion to approve the minutes of October 15, 2024. Commissioner Schwartz seconded the motion. Motion passed without objection.

**GENERAL MANAGER (H)**

No report in agenda.

**CUSTOMER SERVICE (I)**

No report in agenda.

**IT (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 – September 2024 (M-1)*

Mr. Dempsey presented the Plant/Facilities monthly report.

**CAPITAL PROJECTS (N)**

No report in agenda.

**ENGINEERING (O)**

No report in agenda.

**LEGAL REPORT (P)**

*Conservation Parcel Waiver Request - 105820 Overseas Hwy, AK No.1656569, Resolution 22-2024 (P-1)*

Mr. Mulick requested adoption of Resolution 22-2024, waiver of service.

**Motion:** Commissioner Schwartz made a motion to adopt Resolution 22-2024. Commissioner Majeska seconded the motion.

**Vote on Motion:**

**Commissioner Schwartz – Aye**

**Commissioner Majeska – Aye**

**Commissioner Heim – Aye**

**Chairman Maloney – Aye**

**COMMISSIONER ITEMS (Q)**

*Action for Board Members(Q-1)*

Commissioner Heim requested Board approval to enter into 2 separate discussions: 1) KL Fire EMS District and 2) Monroe County, regarding KLWTD providing post disaster related assistance in KL. The Board agreed.

**ROUNDTABLE DISCUSSION (R)**

No report in agenda.

**ADJOURNMENT (S)**

The meeting was adjourned at 4:27 p.m.

\_\_\_\_\_  
Nicolas Rodriquez, Chairman

\_\_\_\_\_  
Shannon McCully, Clerk

Seal \_\_\_\_\_

**RESOLUTION NO. 22 - 2024**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE BOARD”) APPROVING THE REQUEST BY BO-JO INC (“THE OWNER”), FOR THE REMOVAL OF TAX PARCEL AK# 1656569; FROM THE 2006 NON-AD VALOREM ASSESSMENT ROLL; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Bo-Jo Inc (“The Owner”) is the owner of the tax parcel described in Section 1 below (“the Subject Tax Parcel”); and

**WHEREAS**, the Key Largo Wastewater Treatment District (the “District”) assessed the Subject Tax Parcel via Resolution 28-08-06 dated August 9, 2006 (the “2006 Non-ad Valorem Assessment Roll”); and

**WHEREAS**, the Subject Tax Parcel is being conveyed to the Monroe County Comprehensive Plan Land Authority for conservation purposes; and

**WHEREAS**, the Owners request that the District remove the Subject Tax Parcel from the 2006 Non-ad Valorem Assessment Roll, pursuant to the Key Largo Wastewater Treatment District’s General Rules and Regulations, Section 10.06(a)(iii).

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

**Section 1.**

PARCEL I.D.: 00533040-000000  
AK NO.: 1656569  
PARCEL DESCRIPTION: BK 2 TRACT A LARGO HI-LANDS PB4-89 KEY LARGO OR338-506 OR989-2134 OR2772-1721

**Section 2.**

**EFFECTIVE DATE.** This Resolution shall take effect and the Subject Tax Parcel excluded from the 2006 Final Assessment Roll upon receipt by the District of proof that the Subject Tax Parcel has been purchased by the Monroe County Comprehensive Plan Land Authority for conservation purposes. No part of the System Development Charge paid prior to the effective date of this Resolution shall be refunded.

**Section 3.**

**AUTHORIZATION OF DISTRICT OFFICIALS.** The General Manager and/or his designee(s) are authorized to take all actions necessary to implement the terms and conditions of this Resolution

RESOLUTION NO. 22 – 2024

RESOLVED AND ADOPTED THIS 5<sup>th</sup> DAY OF November

Laydown November 5, 2024  
Agenda Item P-1

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

The Chairman thereupon declared this Resolution duly passed and adopted this 5<sup>th</sup> day of November 2024.

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: \_\_\_\_\_  
Nicolas Rodriguez,  
Chairman

ATTEST:

*Approved as to form  
and legal sufficiency:*

\_\_\_\_\_  
Shannon McCully, District Clerk

By: \_\_\_\_\_  
Nicholas W. Mulick, Esq.,  
General Counsel

SEAL