

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

Meeting Date:

September 2, 2025

Agenda Item Number: F -1

Action Required:

Yes

Department:

Legal

Sponsor:

Nick Mulick

Subject:

Minutes of August 19, 2025

Summary:

Staff to present the minutes of August 19, 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: _____

08/27/2025



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, August 19, 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, Robert Majeska, and Philip Schwartz

Present Virtually (voting): Commissioner Sue Heim

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

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Commissioner Majeska requested the addition of item *P-1 Islamorada Rate Review*
Commissioner Heim requested the addition of item *P-2 Stillwright Financing Situation*

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

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES (F)

Minutes of August 5, 2025 (F-1)

Motion: Commissioner Majeska made a motion to approve the Minutes of August 5, 2025. Commissioner Maloney seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

FY2026 Proposed Budget (G-1)

Ms. Fazio presented the 2026 Proposed Budget and Resolution 15-2025.

Motion: Commissioner Majeska made a motion to adopt Resolution 15-2025. Commissioner Maloney seconded the motion. Motion passed without objection.

Vote on Motion:

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

IT (H)

IT Report – July 2025 (H-1)

Mr. Santana presented the IT monthly report.

CUSTOMER SERVICE (I)

Customer Service Report – July 2025 (I-1)

Ms. Fazio presented the Customer Service monthly report.

BUDGET AND FINANCE (J)

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

Ms. Fazio presented the Budget and Finance monthly report.

FIELD (K)

Field Report – July 2025 (K-1)

Mr. Perez presented the Field monthly report.

PLANT/FACILITIES (L)

No report in agenda.

CAPITAL PROJECTS (M)

Capital Projects Report – July 2025 (M-1)

Mr. Suggs presented the Capital Projects monthly report.

KLWTD Power Conditioning Project Change Order #3 (M-2)

Mr. Suggs requested approval of Change Order #3 for the Power Conditioning Project.

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

Vote on Motion:

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

ENGINEERING (N)

No report in agenda.

LEGAL REPORT (O)

No report in agenda.

COMMISSIONER ITEMS (P)*Islamorada Rate (P-1)*

Commissioner Majeska requested that Mr. Mulick submit a report identifying the provisions in the ILA between the District and the Village for adjusting the rate charged to the Village for wastewater services.

Stillwright Financing Situation (P-2)

Commissioner Heim requested Mr. Suggs to update the Board on the status of our Stillwright Project funding.

ROUNDTABLE DISCUSSION (Q)**ADJOURNMENT (R)**

The meeting was adjourned at 6:04 p.m.

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk

Seal_____