



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, November 18, 2025

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Mr. Ryan Dempsey led the Pledge of Allegiance.

ROLL CALL (C)

Present were: Chairman Nicolas Rodriguez; Commissioners Timothy Maloney, Sue Heim, and Robert Majeska

Present Virtually (voting): Commissioner Philip Schwartz

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; WWTP Lead Operator Adam Baptiste; Weiler Engineering Steve Suggs and Richard Lindsay; IT Support Manual Santana

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Commissioner Heim requested the addition of item *G-2 Islamorada Meeting Update*

Mr. Rosasco requested the addition of item *G-3 December 2025 Meetings*

Motion: Commissioner Heim 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 November 4, 2025 (F-1)

Commissioner Majeska requested item *R-1* be amended to "*Commissioner Majeska requested an update on the upcoming meeting scheduled with Islamorada.*"

Motion: Commissioner Maloney made a motion to approve the Minutes of November 4, 2025, as amended. Commissioner Majeska

Seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

FY25 Financial Audit Schedule (G-1)

Ms. Fazio presented the Financial Audit Schedule for 2025.

Islamorada Meeting Update (G-2)

Mr. Rosasco discussed the Wastewater Workshop in Islamorada on November 17, 2025.

December 2025 Meetings (G-3)

Mr. Rosasco recommended canceling the December 2, 2025, Board Meeting. The Board agreed to cancel the December 2, 2025, meeting.

IT (H)

No report in agenda.

CUSTOMER SERVICE (I)

Customer Service Report – October 2025 (I-1)

Ms. Fazio presented the Customer Service monthly report.

BUDGET AND FINANCE (J)

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

Ms. Fazio presented the Budget and Finance monthly report.

FIELD (K)

Field Report – October 2025 (K-1)

Mr. Perez presented the Field monthly report.

PLANT/FACILITIES (L)

Solar Project Update (L-1)

Mr. Dempsey discussed the KLWTD Solar Project.

CAPITAL PROJECTS (M)

Capital Projects Report – October 2025 (M-1)

Mr. Suggs presented the Capital Projects monthly report.

KLWTD Vacuum Monitoring CO #7 (M-2)

Mr. Suggs presented Change Order #7.

**Motion: Commissioner Majeska made a motion to approve CO #7.
Commissioner Heim seconded the motion.**

Vote on Motion:

Commissioner Majeska – Aye

Commissioner Heim – Aye

Commissioner Schwarz – Aye

Commissioner Maloney – Aye

Chairman Rodriguez – Aye

ENGINEERING (N)

No report in agenda.

LEGAL (O)

No report in agenda.

COMMISSIONER ITEMS (P)

No report in agenda.

ROUNDTABLE DISCUSSION (Q)


Commissioner Majeska requested information on the Admin. Vehicle Purchase.

ADJOURNMENT (R)

The meeting was adjourned at 5:34 p.m.



Nicolas Rodriguez, Chairman



Shannon McCully, Clerk

