

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

Meeting Date:
February 17, 2026

Agenda Item Number: F-1

Action Required:
Yes

Department: Sponsor:
Legal Nick Mulick

Subject:
Minutes of February 3, 2026

Summary:
Staff to present the minutes of February 3, 2026, for approval.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Minutes
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By:  Date: 2-11-26
General Manager



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, February 3, 2026

MINUTES

CALL TO ORDER (A)

Vice-Chairman Timothy Maloney called the meeting to order at 4:02 p.m.

PLEDGE OF ALLEGIANCE (B)

Ms. Connie Fazio led the Pledge of Allegiance.

ROLL CALL (C)

Present were: Chairman Nicolas Rodriguez (arrived at 4:04 pm); Commissioners Timothy Maloney, Sue Heim, Philip Schwartz, and Robert Majeska

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 Richard Lindsay; IT Support Manual Santana

Present 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 *P-2 RAD Training Summary*
Commissioner Schwartz requested the addition of item *P-3 Marine Sanctuary Advisory Council*

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 January 20, 2026 (F-1)

Motion: Commissioner Majeska made a motion to approve the Minutes of January 20, 2026. Commissioner Schwartz seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

No report in agenda.

IT (H)

No report in agenda.

CUSTOMER SERVICE (I)

No report in agenda.

BUDGET AND FINANCE (J)

1st Quarter Fiscal Year 2026 Financial Reports (J-1)

Ms. Fazio presented the 1st Quarter Financial Reports for 2026.

FIELD (K)

No report in agenda.

PLANT/FACILITIES (L)

Plant/Facilities Report – December 2025 (L-1)

Mr. Dempsey presented the Plant/Facilities monthly report.

CAPITAL PROJECTS (M)

No report in agenda.

ENGINEERING (N)

No report in agenda.

LEGAL (O)

Reversal of Waiver – AK# 1681857 (Reso. 01-2026) (O-1)

Mr. Mulick presented Resolution 01-2026.

Motion: Commissioner Heim made a motion to adopt Resolution 01-2026.
Commissioner Maloney seconded the motion.

Vote on Motion:

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

COMMISSIONER ITEMS (P)

Water Environment Federation (WEF) Membership (P-1) (Laydown)

Commissioner Schwartz discussed KLWTD joining the Water Environment Federation. The Board directed Commissioner Schwartz to proceed with 5 paid membership and 2 volunteer memberships.

Motion: Commissioner Majeska made a motion to approve the request.
Commissioner Maloney seconded the motion.

Vote on Motion:

- Commissioner Majeska – Aye**
- Commissioner Maloney – Aye**

Commissioner Schwartz – Aye
Commissioner Heim – Aye
Chairman Rodriguez – Aye

RAD Training Summary (P-2) (Laydown)

Commissioner Heim discussed the RAD training she attended on January 21, 2026.

Marine Sanctuary Advisory Council (P-3)

Commissioner Schwartz discussed joining the Sanctuary Advisory Council.

ROUNDTABLE DISCUSSION (Q)

No report.

ADJOURNMENT (R)

The meeting was adjourned at 5:00 p.m.

Nicolas Rodriguez, Chairman

Shannon McCully, Clerk

Seal _____

Proposed Water Environment Federation (WEF) Membership

It is proposed that the KLWTD join WEF through their Utility Partnership Program (UPP) which requires a minimum of 5 members. If you have at least 5 members, then each year you can add up to 5 new members free for their first year. In addition, you get up to 2 free memberships each year for appointed or elected officials.

The UPP membership category consolidates all WEF members within your organization into one account, streamlining the renewal process and maximizing your resources. With a UPP membership, the District would pay for and manage each individual's membership.

When joining WEF each member is also required to join your Member Association (MA), which in our case is the Florida Water Environment Association (FWEA). WEF will collect dues for both WEF and the member association so there is no need to join both separately.

Ryan has recommended the following 5 people for WEF membership:

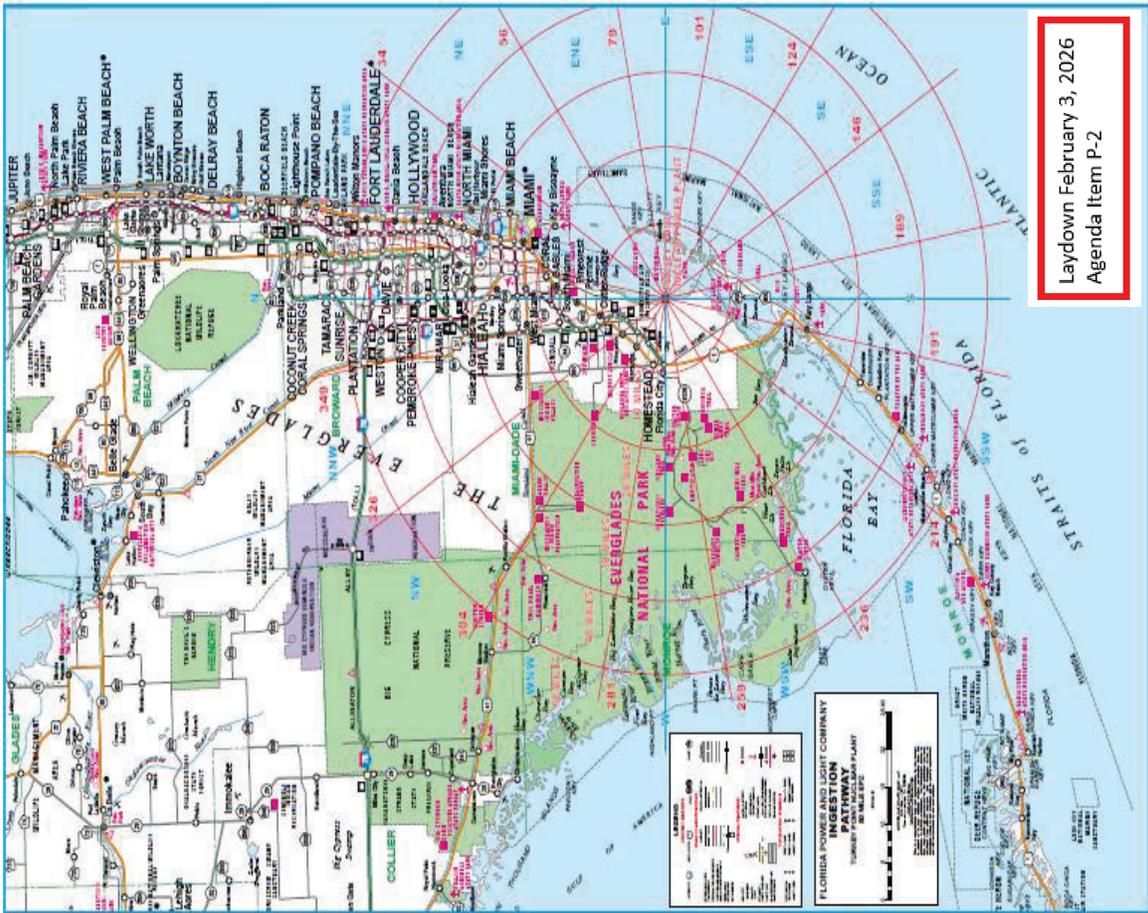
- 1. Ryan Dempsey
- 2. Rudy Perez
- 3. Anthony Palma
- 4. Adam Baptiste
- 5. Joseph Williams

In addition, Chairman Rodriguez and Commissioner Schwartz are recommended for the two free memberships for elected officials for this first year. In future years, we could rotate through other Commissioners as desired.

Costs: the costs would be as follows for 7 people:

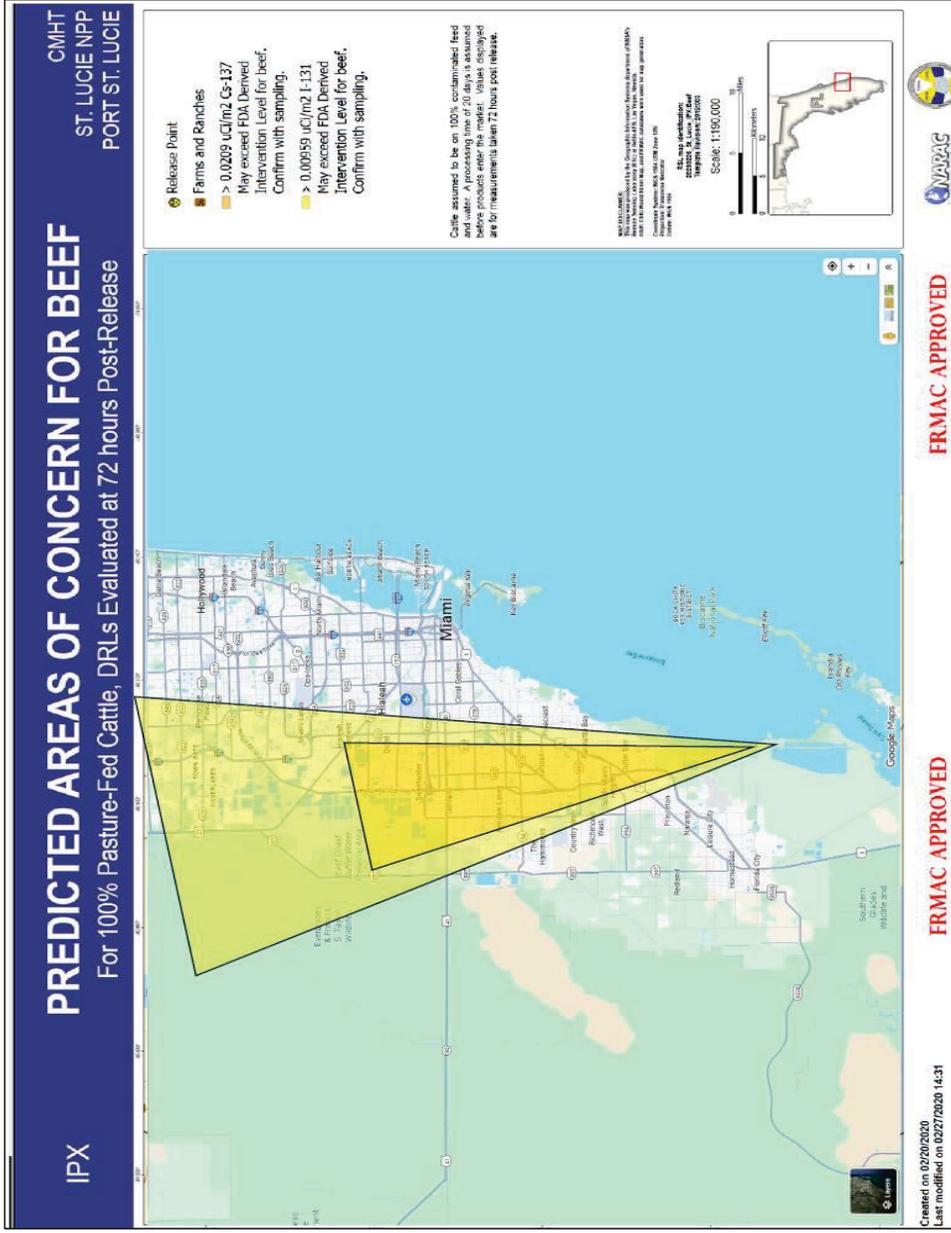
WEF Operators	\$77 each x 5 =	\$385
FWEA Operators	\$55 each x 5 =	\$275
WEF Elected Officials	complimentary	\$ 0
FWEA Elected Officials	complimentary	\$ 0
Total Cost for 7 members		\$660 per year

Ingestion Pathway EPZ Map



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Areas of Concern (Sample Map)



Laydown February 3, 2026
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