

NOTICE OF REGULAR MEETING OF NORTH FLORIDA WATER UTILITIES
AUTHORITY

(NFWUA) BOARD OF DIRECTORS

The NFWUA will meet at 9:30 AM., in a Regular Session on February 16, 2026, in the Judicial Annex Building, 218 Parshley Street Southwest, Live Oak, FL 32064. In accordance with the Florida Statutes and Americans with Disabilities Act, any person needing a special accommodation to participate in this matter should contact the North Florida Water Utilities Authority by mail to James M. Swisher, Jr., Columbia County Clerk of Court & Comptroller, 173 NE Hernando Avenue, Lake City, Florida 32055 or by telephone at (386) 758-1041, no later than 48 hours prior to the hearing or proceeding for which this notice has been given. Persons requiring auditory assistance may access the foregoing telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice) or 1-800-955-8771 (TDD).

If any person intends to appeal any decision related to this action, such person will need to provide a court reporter at such person's expense, for a transcript of the proceedings. All interested persons are invited to attend.

For further information, call (386) 758-1041.

NORTH FLORIDA WATER UTILITIES AUTHORITY

MEETING AGENDA

February 16, 2026, 9:30 AM at Judicial Annex Building, 218 Parshley Street Southwest, Live Oak, FL 32064.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Additions & Deletions
5. Adoption of the Agenda

Public Comments

Discussion/Action Items

6. Approval of Meeting Minutes
7. Bills & Vouchers (Richard Powell)
8. Financial Report (Richard Powell)
9. Budget Amendment (Richard Powell)
10. McCrimmon's Office Systems Lease Agreement (Shannon Roberts)
11. Engineering Services Tabulation for RFQ 2026-01 (Shannon Roberts)
12. Review of Preliminary Rate Study (Henry Thomas & Matt Ori -Raftelis)

Board Comments:

Attorney Comments:

Director Comments:

Adjournment:

Agenda Items #1-5

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Additions & Deletions
5. Adoption of the Agenda

Note: no backup documentation required for these items

Agenda Item #6 -Meeting Minutes

OBJECTIVE:

Approval of meeting minutes from previous meeting(s)

CONSIDERATIONS:

- See attached meeting minutes for the 1/20/2026 board meeting
- See attached meeting minutes for the 2/2/2026 RFQ tabulation meeting

BUDGET IMPACT:

No budget impact

RECOMMENDATION:

Request approval for 1/20/2026 and 2/2/2026 meeting minutes

North Florida Water Utilities Authority

January 20, 2026, 09:30 A.M.

The North Florida Water Utilities Authority (NFWUA) met in a scheduled meeting at Judicial Annex Building, 218 Parshley Street Southwest, Live Oak, FL 32064. The meeting was opened with the Pledge of Allegiance to the Flag of the United States of America.

Board Attendance:

Chairman, Commissioner Rocky Ford

Vice-Chairman, Commissioner Franklin White

Board Member, Commissioner Timothy Murphy

Board Member, Commissioner Leo Mobley

Board Member, Commissioner Steven Dicks

Others in Attendance:

County Manager, David Kraus

NFWUA Attorney, Grady Williams

Executive Director, Shannon Roberts

Customer Service Support Specialist, Wendy Parnell

Columbia County Utilities Superintendent, Robert Domingue

Powell & Jones, CPA- Richard Powell

Deputy Clerk, Tricia Carter

Dale Williams

Additions and Deletions:

Executive Director, Shannon Roberts added invoices to the agenda.

Approval of Agenda

MOTION by Commissioner, Timothy Murphy to approve agenda with addition. SECOND by Commission Steven Dicks. The motion carried unanimously.

Public Comment:

Stew Lilker made a comment.

Discussion and Actions:

1. Approval of Minutes:

Meeting minutes approval for 12/15/2025 NFWUA Meeting

MOTION by Commissioner, Franklin White to approve the minutes from 12/15/2025 for the NFWUA meeting. SECOND by Commissioner, Leo Mobley. The motion carried unanimously.

2. Bills & Vouchers:

Requesting approval of the payments for bills and vouchers during the period of 10/21/2025-12/27/2025.

Executive Director, Shannon Roberts spoke about the bills & vouchers including the addition.

Please see the attached bill payment list for amount \$64,460.54.

Commissioner, Timothy Murphy asked about who American Pipe and Tank is.

Executive Director, Shannon Roberts answered the question.

Stew Lilker asked a question about the payment to Richard Powell.

Richard Powell answered the question that Stew Lilker asked, it is for Quick Books online.

Stew Lilker asked if this is in the contract and the wording on Grants.

Chairman, Rocky Ford stated that they will get it to him.

MOTION by Commissioner, Franklin White to approve the payment of bill and vouchers in the amount of \$64,460 during the period from 10/21/2025-12/27/2025. SECOND by Commissioner, Steven Dicks. The motion carried unanimously.

3. FDEP Grant Agreement # L0288

Executive Director, Shannon Roberts – Approval of FDEP Grant agreement # 0288 for Wastewater improvements in Ellisville would like the agreement executed.

NFWUA received legislative appropriation FY 2025/2026 for \$1.9 million dollars for Ellisville Wastewater improvements and project will be funded through FDEP.

The funding will be used to implement necessary wastewater improvements in Ellisville to support Columbia County's Busy Bee project.

Chairman, Rocky Ford asked Columbia County Utilities Superintendent, Robert Domingue to go over the Grant.

Commissioner, Timothy Murphy asked a question and Columbia County Utilities Superintendent, Robert Domingue responded.

Discussion ensued.

4. Fort White draft term sheet for NFWUA Services

Executive Director, Shannon Roberts is bringing it to the Board for discussion.

Fort White Town Council has been reviewing options to operate and maintain the Fort White WTP and system on their own or to outsource the same.

Fort White Council has encountered delays and difficulties in reaching decision regarding WTP and system operations.

A simple term sheet of proposed services from NFWUA may provide needed clarity that could potentially enable the Council to finalize a decision.

(see attached document)

NFWUA Attorney, Grady Williams added a comment on the subject.

Stew Lilker made a comment to Commissioner, Timothy Murphy.

Commissioner, Timothy Murphy responded to the comment that Stew Lilker had made.

Commissioner, Franklin White stated he would like to see the financial budget on this matter with Fort White.

Commissioner, Steven Dicks asked what the condition on this system is in Fort White?

Executive Director, Shannon Roberts responded with an answer.

Commissioner, Steven Dicks asked about the political climate of Fort White.

Executive Director, Shannon Roberts responded – They have challenges.

Chairman, Rocky Ford stated that Fort White does have a grant to loop their lines. He further discussed what Fort White has that the utility would use. Fort White must vote on whether they want to join or not.

Commissioner, Tim Murphy offered a comment on wells versus lines & water quality.

Discussion ensued.

5. Appointing new NFWUA Board Members

Executive Director, Shannon Roberts discussed the possible action on appointing new NFWUA Board Members.

The interlocal agreement that formed NFWUA stipulates that the County Boards appoint two (2) representatives to serve on the NFWUA Board.

NFWUA Board members have consistently expressed the desire to utilize private Citizens as Board members to reduce the effects of politics.

The interlocal agreement that formed NFWUA does not describe a process to identify, recruit, screen and recommend potential new members to the County Boards.

(see attached document)

Chairman, Rocky Ford asked the question do we want to make it a requirement to be residents of the Counties?

NFWUA Attorney, Grady Williams Responded to Chairman Rocky Ford's question. Columbia County BOCC can make selections for the Private Board as well as Suwannee County. He discussed the process in Clay County and what are the options and possible future for this Board.

Commissioner, Franklin White asked the question do members have to be residents in Clay?

NFWUA Attorney, Grady Williams stated they must be rate payors.

Commissioner, Franklin White asked what happens if you can't find members?

NFWUA Attorney, Grady Williams responded.

Discussion ensued.

Chairman, Rocky Ford asked the Board if we want Executive Director, Shannon Roberts to start recruiting members?

Executive Director, Shannon Roberts stated he thinks there should be some kind of compensation to entice recruits or members.

Commissioner, Franklin White, commented on his concern.

Chairman, Rocky Ford commented to that concern.

Commissioner, Timothy Murphy supports this Board for the record when feasible or reasonable.

Chairman, Rocky Ford and Commissioner Timothy had a discussion.

Stew Lilker offered a comment.

Commissioner, Franklin White responded to Stew Lilker's comment.

Commissioner, Tim Murphy asked about the Suwannee Meeting time and asked about the Clay County Board.

NFWUA Attorney, Grady Williams responded.

Discussion ensued.

6. Mandatory Service Hook Ups

Executive Director, Shannon Roberts discussed possible action regarding mandatory service hook-up.

The potential to utilize mandatory service hooks has been mentioned in a previous Board Meetings but not discussed.

Supporting documentation provides high level concepts for mandatory hook ups.

The use of mandatory hook ups has implications and tradeoffs that may require additional review in the form of a workshop to explore in greater detail.

(see attached document)

Executive Director, Shannon Roberts stated that you must be able to service customers if hook-ups are mandatory.

Chairman, Rocky Ford made a comment.

Commissioner, Franklin White made a comment.

NFWUA Attorney, Grady Williams commented this is happening statewide to transfer septic to sewer.

Discussion ensued.

Chairman, Rocky Ford stated that if you are going to utilize this, then you have got to make customers use it.

Commissioner, Franklin White stated that you will have to make it affordable for existing customers to switch.

Commissioner, Leo Mobley stated to make customers switch if the septic fails.

Chairman, Rocky Ford stated to deny permits to fix septic.

Discussion ensued.

NFWUA Attorney, Grady Williams offered a recommendation. He stated they could finance customer's switchovers for 10 years and if not paid for, put a lien on the property.

Wayne Hannaka -Live Oak offered a comment.

Chairman Rocky Ford responded to Wayne Hannaka.

County Commissioner, Franklin White responded to Wayne Hannaka.

Wayne Hannaka questioned when the Raftelis report was going to be ready.

Chairman, Rocky Ford stated it is ready, but they could not be here today to present it.

Discussion ensued.

7. Asset Transfer Readiness / Prep

Executive Director discussed the action regarding asset transfer readiness and preparation.

Board Members have expressed a desire to begin preparations for the transfer of County utility assets to NFWUA, a detailed list of all assets is still needed.

Supporting documentation provides high levels steps for an engineering evaluation of the asset mix and a transaction closing check list.

The complexity of the process may require additional review in the form of a workshop to explore in greater detail.

Commissioner, Franklin White stated that this is needed.

Chairman, Rocky Ford asked did they not already have a list for Raftelis? Executive Director, Shannon Roberts stated only a high level.

Executive Director, Shannon Roberts discussed that once the list is compiled, a 16-step process to transfer assets will be done.

Discussion ensued.

Commissioner, Timothy Murphy stated that a lot of work has been put into this and he thinks NFWUA Attorney, Grady Williams and Executive Director, Shannon Roberts did a good job at making detailed steps regarding how to transfer assets.

Discussion ensued.

Commissioner, Franklin White asked if they would need an RFP?

Executive Director, Shannon Roberts responded to Commissioner Franklin White, they probably won't have pricing till March or April 2026 when he will have cost information for the Board.

Executive Director, Shannon Roberts stated he needs directions from the Board.

The Board agreed for Executive Director, Shannon Roberts to start working on preparing this.

Chairman, Rocky Ford stated that this is not on the agenda, He asked Executive Director, Shannon Roberts if he was going to need staff and do you know what you will need?

Executive Director, Shannon Roberts responded and stated a recording secretary and billing clerk. He also stated that NFWUA is going to launch several projects soon. We will need a Project Coordinator and Compliance Coordinator. This is not on an executive level, it needs to be at a working level. Some will be FTE and some contracted out. Need to determine which is better cost wise. The Engineering and Financial will be separated and I will need to determine which is better cost-wise.

Commissioner, Timothy Murphy asked the question if these positions can be funded in the budget?

Executive Director, Shannon Roberts responded that a budget amendment would need to be done.

Commissioner, Franklin White stated he would like a proposal as to what Executive Director, Shannon Roberts will need and the cost.

Public Comment:

Moses Clepper- Commented that he appreciates what the Board did today.

He stated that we need to do an audio/visual recording at these meetings and this Authority is needed.

He commented on the idea of having evening meetings for the citizens.

He commented that he is for the property taxes to be eliminated.

He commented about the agenda needs to be proof read more before being put out there.

He also commented about the Florida Statue 287.55 engineering forms being negotiated for a fair price.

Chairman, Rocky Ford responded to Moses Clepper comments.

Moses Clepper stated that he feels at least one Commissioner should be on this Board and we need to develop a contractor/vendor list with their contact information.

Chairman, Rocky Ford stated that they are in the process of making the list and it should be ready on 02/26/2026.

Moses Clepper stated that he likes the work that NFWUA Attorney, Grady Williams is doing for the NFWUA Board.

He commented that all citizens are rate payers.

He would like to see all the employees working together for this Authority Board.

Board Comments:

Commissioner, Timothy Murphy asked a question about the busted waterline to Fort White and who needs to address it?

Executive Director, Shannon Roberts stated that they will need to work with the County on that.

Executive Director, Shannon Roberts stated that he and NFWUA Attorney, Grady Williams are looking into this and will bring it back before the Board.

Discussion ensued.

The next meeting scheduled is February 16, 2026, at 09:30 A.M. in Live Oak Fl.

Adjournment:

There being no further business, meeting was adjourned at 12:05 P.M.

ATTEST:

Rocky Ford, Chairman

Columbia County Commissioner

James M. Swisher, Jr.

Clerk of Court & County Comptroller

NFWUA RFQ Scoring & Tabulation Meeting

10:11 a.m.

The RFQ Scoring Committee met on February 2nd, 2026, at Suwannee County Administration, 224 Pine Ave SW, Live Oak, FL 32064. Those in attendance were Jason Furry (Suwannee County Administrator), Shannon Roberts (NFWUA Executive Director), and Holland Freeman (Suwannee County Procurement Coordinator). Columbia County Manager was absent from the meeting.

Ms. Freeman opened the meeting at 10:11a.m.

The purpose of this meeting was to rank firms that responded to the NFWUA's Request for Qualifications for continuing services (NFWUA 2026-01) by the Scoring Committee, consisting of Administrator Furry, Director Roberts, and absent Columbia County Administrator David Kraus.

The Scoring Committee submitted their individual rankings for NFWUA RFQ 2026-07 to Ms. Freeman for final tabulation.

Ms. Freeman determined the final tabulation for NFWUA RFQ 2026-01 as follows:

1. Kimley-Horn & Associates, Inc.
2. Hazen & Sawyer
3. Four Waters Engineering, Inc.
4. North Florida Professional Services
5. Arcadis
5. Dewberry Engineers, Inc.
7. Locklear & Associates
8. Jones Edmunds
9. JBrown Professional Group Inc.
10. Alliant
10. Chen Moore & Associates
12. Moore Bass Consulting
13. Gmuer Engineering LLC

Based upon the rankings, the highest ranked firm was Kimley-Horn & Associates, Inc.

There being no further business to discuss, the meeting adjourned at 10:27 a.m.

NFWUA RFQ Scoring & Tabulation Meeting

ATTEST:

Rocky Ford, Chairman

Columbia County Commissioner

James M. Swisher, Jr.

Clerk of Court & County Comptroller

Agenda Item #7 -Bills and Vouchers

OBJECTIVE:

Approval of the payments for bills and vouchers in the H1 Feb 2026 batch file #4.

CONSIDERATIONS:

- See attached documentation

BUDGET IMPACT:

Budgeted items

RECOMMENDATION:

Requesting approval of the payments for bills and vouchers in the H1 Feb 2026 batch file #4.

Bill Payment List

North Florida Water Utilities Authority

February 1-13, 2026

DATE	NUM	VENDOR	AMOUNT
101.000 First Federal Checking			
02/13/2026	5072	ADVANCED ENVIRONMENTAL LABORATORIES	-407.10
02/13/2026	5082	EUROFINS ENVIRONMENTAL TESTING SOUTHEAST LLC	-4,480.00
02/13/2026	5088	FORTILINE, INC.	-887.95
02/13/2026	5089	Muni Creative	-4,800.00
02/13/2026	5090	POWELL CONSULTING	-4,121.00
02/13/2026	5091	LAKE CITY REPORTER, INC.	-28.88
02/13/2026	5092	HAWKINS, INC.	-1,735.68
02/13/2026	5093	RACO MFG. & ENGINEERING CO.	-2,700.00
02/13/2026	5094	Suwannee County Board of County Commissioners	-3,801.67
02/13/2026	5095	U.S. WATER SERVICES CORPORATION	-12,695.79
02/13/2026	5096	RIVERBEND NEWS	-40.00
02/13/2026	5097	USA BLUEBOOK	-1,800.40
02/13/2026	5098	Suwannee Valley Electrical Cooperative	-3,892.09
02/13/2026	5099	JEL H2O	-6,041.60
02/13/2026	5100	TWO FOLD WATER ENGINEERING, INC.	-4,456.00
Total for 101.000 First Federal Checking			-\$51,888.16
TOTAL			-\$51,888.16

Agenda Item #8 -NFWUA Financial Report

OBJECTIVE:

Presentation and review of financial information

CONSIDERATIONS:

- Staff and consultants have been working to process expenses on the accounting system since October 1st to create a format to present financial results.
- Q1 financial results from the FY 25/2026 budget will be presented by Powell Consulting

(Final report documents will be distributed at the 2/16/2026 meeting)

BUDGET IMPACT:

Not applicable

RECOMMENDATION:

Not applicable

Agenda Item #9 -Budget Amendment

OBJECTIVE:

Review and approve a budget amendment

CONSIDERATIONS:

New Admin Assistant position

- NFWUA needs an additional Administrative Assistant full-time employee to support recording secretary, board support and billing tasks. Fully burdened costs of position will be funded through reallocation of \$53,203 in funds from Utility Operations Personnel Svcs to Administration Personnel Svcs

Printer/Copier Annual Lease

- NFWUA requires high volume printing, copying and scanning to support administrative, recording secretary, and billing processes. The printer lease/service costs for the first year will be funded through the reallocation of \$3,118 from Operations Maintenance/Supplies to Administration Contract Services

Mail Postage Machine

- NFWUA requires high volume of postage stamps and time to support the utility billing process
- Annual lease cost for the first year would be funded through the reallocation of \$1,000 from Operations Maintenance/Supplies to Administration Contract Services

(See attached document)

BUDGET IMPACT:

Budget neutral change

RECOMMENDATION:

Approval of budget amendment to reallocate \$57,321 in general funds to support equipment leasing and a new FTE as described above

NFWUA Budget Amendment 2/16/2026

Budget Section Transfer From:	Reallocation Amount	Budget Section Transfer To:
Utility Operations & Maintenance Svc: Personnel Services	\$ 53,203.00	Utility Administration: Personnel Service
Utility Operations & Maintenance Svc: Operations Maintenance & Supplies	\$ 3,118.00	Utility Administration: Contractual Services
Utility Operations & Maintenance Svc: Operations Maintenance & Supplies	\$ 1,000.00	Utility Administration: Contractual Services

\$ 57,321.00

Agenda Item #10 -McCrimmon’s Office Systems Lease Agreement

OBJECTIVE:

Review and approval of equipment 5-year lease for multi-function printer/copier

CONSIDERATIONS:

- NFWUA requires high volume printing, copying and scanning equipment to support administrative, recording secretary, and billing processes
- Staff contacted three equipment suppliers to obtain proposals: McCrimmon’s Office System; DEX Imaging and AD Solutions
- Proposals offered a choice of purchasing or leasing the equipment
- Leasing is preferred over ownership because of the risk associated with increasing repairs and hardware failures and reduced availability of parts after 5 years of use
- McCrimmon’s Office Systems proposal offers the lowest cost solution and is derived from State of Florida contract pricing

5-year Lease Term	\$194.79 per month
Service Costs	\$65 per month estimate based total # of color or black & white pages
Total Annual Cost	\$3,118 per year (lease + service)

(See attached documents)

BUDGET IMPACT:

Requires budget amendment of \$3,118 from agenda Item #9

RECOMMENDATION:

Approval of McCrimmon’s Office Systems 5-year equipment lease agreement with monthly cost of \$194.79 and associated service costs



AGREEMENT

Gainesville – Jacksonville – Lake City – Live Oak – Ocala

AGREEMENT NO.: 3237171

CUSTOMER ("YOU" OR "YOUR")

FULL LEGAL NAME: North Florida Water Utilities Authority

ADDRESS: 971 W Duval St Ste 150 Lake City FL 32055-3737

EQUIPMENT AND PAYMENT TERMS

TYPE, MAKE, MODEL NUMBER, SERIAL NUMBER, AND INCLUDED ACCESSORIES

SEE ATTACHED SCHEDULE

1 Sharp BP-71C55 Copier

EQUIPMENT LOCATION: As Stated Above (*PLUS TAX)

TERM IN MONTHS: 60 MONTHLY PAYMENT AMOUNT*: \$194.79

ADDITIONAL TERMS AND CONDITIONS

AGREEMENT. You want us to now provide you the equipment and/or software referenced herein ("Equipment") and you unconditionally agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement is binding upon our acceptance hereof and will begin on the date the Equipment is delivered to you or any later date we designate. If we designate a later commencement date, you agree to pay us an additional amount equal to the periodic payments due under this Agreement prorated for the period between the date the Equipment is delivered to you and the commencement date. We may charge you a one-time origination fee of \$150.00. If we do not receive by the due date, at the remittance address indicated on your invoice, any amount payable to us, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less.

NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU AGREE THAT YOU ARE UNCONDITIONALLY OBLIGATED TO PAY ALL AMOUNTS DUE UNDER THIS AGREEMENT FOR THE ENTIRE TERM. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON.

EQUIPMENT USE. You will keep the Equipment in good working order, use it for business purposes only and not modify or move it from its initial location without our consent. If we have entered into a separate arrangement with you for maintenance, service, supplies, etc. with respect to the Equipment, payments under this Agreement may include amounts owed under that arrangement, which amounts may be invoiced as one payment for your convenience.

SOFTWARE/DATA. Except as provided in this paragraph, references to "Equipment" include any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software or the obligations of you or the licensor under any license agreement. You are solely responsible for protecting and removing any confidential data/images stored on the Equipment prior to its return for any reason.

LIMITATION OF WARRANTIES. EXCEPT TO THE EXTENT THAT WE HAVE PROVIDED YOU A WARRANTY IN WRITING, WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU CHOSE ANY/ALL THIRD-PARTY SERVICE PROVIDERS BASED ON YOUR JUDGMENT. YOU MAY CONTACT US OR THE MANUFACTURER FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE MANUFACTURER IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.

ASSIGNMENT. You may not sell, assign, or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement and our rights in the Equipment, in whole or in part, to a third party without notice to you. You agree that if we do so, our assignee will have our assigned rights under this Agreement but none of our obligations and will not be subject to any claim, defense, or set-off that may be assertable against us or anyone else. Notwithstanding the foregoing, if we sell or assign this Agreement or our rights in the Equipment, we will retain our obligations under the Agreement.

LAW/FORUM. You agree that this Agreement and any claim related to this Agreement shall be governed by the internal laws of the state in which our (or, if we assign this Agreement, our assignee's) principal place of business is located and any dispute concerning this Agreement will be adjudicated in a federal or state court in such state. You hereby consent to personal jurisdiction and venue in such courts and waive transfer of venue. Each party waives any right to a jury trial.

LOSS OR DAMAGE. You are responsible for any damage to or loss of the Equipment. No such loss or damage will relieve you from your payment obligations hereunder. Except for claims, losses, or damages caused by our gross negligence or willful misconduct, you agree to indemnify us and our assignee, if applicable, against any claims, losses, or damages, including attorney fees, in any way relating to the Equipment or data stored on it. This indemnity will survive the expiration of this Agreement. In no event will we be liable for any consequential or indirect damages.

OWNER ("WE", "US", "OUR")

McCrimon's Office Systems, Inc
9993 100th Pl Live Oak, FL 32060-7299

SIGNATURE: DATE:

PRINT NAME & TITLE:

CERTIFICATE OF DELIVERY AND ACCEPTANCE

The Customer hereby certifies that all the Equipment: 1) has been received, installed, and inspected, and 2) is fully operational and unconditionally accepted.

SIGNATURE: X NAME AND TITLE: DATE:

INSURANCE. You agree to maintain commercial general liability insurance acceptable to us. You also agree to: 1) keep the Equipment fully insured against loss at its replacement cost, with us named as loss payee; and 2) provide proof of insurance satisfactory to us no later than 30 days following the commencement of this Agreement, and thereafter upon our written request. If you fail to maintain property loss insurance satisfactory to us and/or you fail to timely provide proof of such insurance, we have the option, but not the obligation, to secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 3% per annum.

TAXES. We own the Equipment. You will pay when due, either directly or by reimbursing us, all taxes and fees relating to the Equipment and this Agreement. Sales or use tax due upfront will be payable over the term with a finance charge.

END OF TERM. At the end of the term of this Agreement (or any renewal term) (the "End Date"), this Agreement will renew month to month unless a) we receive written notice from you, at least 60 days prior to the End Date, of your intent to return the Equipment, and b) you timely return the Equipment to the location designated by us, at your expense. If the returned Equipment is not immediately available for use by another without need of repair, you will reimburse us for all repair costs. You cannot pay off this Agreement or return the Equipment prior to the End Date without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the price of the Equipment.

DEFAULT/REMEDIES. If a payment becomes 10+ days past due, or if you otherwise breach this Agreement, you will be in default, and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, discounted at 3% per annum; and we may disable or repossess the Equipment and use all other legal remedies available to us. You agree to pay all costs and expenses (including reasonable attorney fees) we incur in any dispute with you related to this Agreement. You agree to pay us interest on all past due amounts at the rate of 1.5% per month, or at the highest rate allowed by applicable law, if less.

UCC. If we assign rights in this Agreement for financing purposes, you agree that this Agreement, in the hands of our assignee, is, or shall be treated as, a "Finance Lease" as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC.

MISCELLANEOUS. This Agreement is the entire agreement between you and us relating to our providing and your use of the Equipment and supersedes any prior representations or agreements, including any purchase orders. Amounts payable under this Agreement may include a profit to us. The parties agree that the original hereof for enforcement and perfection purposes, and the sole "record" constituting "chattel paper" under the UCC, is the paper copy hereof bearing (i) the original or a copy of either your manual signature or an electronically applied indication of your intent to enter into this Agreement, and (ii) our original manual signature. If any provision of this Agreement is unenforceable, the other provisions herein shall remain in full force and effect to the fullest extent permitted by law. Any change must be in writing signed by each party.

CUSTOMER'S AUTHORIZED SIGNATURE

THIS AGREEMENT IS NON-CANCELABLE FOR THE FULL AGREEMENT TERM.

CUSTOMER: (As Stated Above)

SIGNATURE: X DATE:

PRINT NAME & TITLE:

**NON-APPROPRIATION AGREEMENT AND ACKNOWLEDGEMENT
(Applicable to Governmental Entities Only)**

This Non-Appropriation Agreement and Acknowledgement (“Acknowledgement”) relates to that certain agreement between North Florida Water Utilities Authority (“Governmental Entity”) and McCrimon’s Office Systems, Inc (“Company”), which agreement is identified in Company’s records as agreement number 3237171 (“Agreement”). All capitalized terms used in this Acknowledgement which are not defined herein shall have the meanings given to such terms in the Agreement. The undersigned, an authorized representative of Governmental Entity, hereby acknowledges and agrees as follows:

- As of the date of the Agreement: (a) the individual who executed the Agreement had full power and authority to execute the Agreement on Governmental Entity’s behalf; (b) all required procedures necessary to make the Agreement a legal and binding obligation against it were followed; (c) the Equipment will be operated and controlled by Governmental Entity and will be used for essential government purposes for the entire term of the Agreement; (d) that all payments due and payable for the current fiscal year are within the current budget and are within an available, unexhausted, and unencumbered appropriation; (e) Governmental Entity intends to pay all amounts payable under the terms of the Agreement when due, if funds are legally available to do so; (f) Governmental Entity’s obligations to remit amounts under the Agreement constitute a current expense and not a debt under applicable state law; (g) no provision of the Agreement constitutes a pledge of its tax or general revenues; and (h) Governmental Entity will comply with any applicable information reporting requirements of the tax code, which may include 8038-G or 8038-GC Information Returns.
- If Governmental Entity exercises its right under applicable law to return the Equipment and terminate the Agreement on the last day of the fiscal period for which funds were available (without penalty or additional expense (other than the expense of returning the Equipment to the location designated by Company)), Governmental Entity’s Chief Executive Officer (or Legal Counsel) will deliver a certificate (or opinion) to Company at least thirty (30) days prior to the start of the fiscal period for which funds were not appropriated, certifying that (a) Governmental Entity is a state or a fully constituted political subdivision or agency of the state in which it is located; (b) funds have not been appropriated for the applicable fiscal period to pay amounts due under the Agreement; (c) such non-appropriation did not result from any act or failure to act by Governmental Entity; and (d) Governmental Entity has exhausted all funds legally available for the payment of amounts due under the Agreement. This paragraph only applies if, and to the extent that, state law precludes Governmental Entity from entering into the Agreement if the Agreement is deemed to constitute a multi-year unconditional payment obligation.
- Company relied on this Acknowledgement as part of the Agreement.

A copy of this Acknowledgement containing Governmental Entity’s original or facsimile signature or other indication of its intent to agree to the terms set forth herein shall be enforceable for all purposes.

GOVERNMENTAL ENTITY’S AUTHORIZED SIGNATURE

(As Stated Above)	X		
	SIGNATURE	NAME & TITLE	DATE

011889-ZP07NAMC_0924



Gainesville - Jacksonville - Lake City - Live Oak - Ocala

DELIVERY AND ACCEPTANCE CERTIFICATE

The undersigned Customer, under that certain agreement with McCrimon's Office Systems, Inc ("we", "us", "our"), which agreement is identified in our records as agreement no. 3237171 ("Agreement") hereby acknowledges that Customer has received, or has been granted access to, the equipment and/or software subject to the Agreement (the "Equipment"). If the Equipment requires installation, Customer also acknowledges that the Equipment has been installed and is in good working order. Customer further acknowledges that it has had a reasonable opportunity to inspect the Equipment and represents that the Equipment is satisfactory and fit for Customer's intended use. Customer hereby unconditionally accepts the Equipment and acknowledges that the Equipment has not been accepted on a "trial" basis.

Please complete the billing information to help facilitate the invoicing process.	
BILLING ADDRESS:	<input type="checkbox"/> SAME AS CUSTOMER ADDRESS -OR- <input type="checkbox"/> SAME AS EQUIPMENT LOCATION -OR- <input type="checkbox"/> DIFFERENT ADDRESS: _____
ACCOUNTS PAYABLE CONTACT NAME:	_____
ACCOUNTS PAYABLE PHONE NUMBER:	_____
ACCOUNTS PAYABLE EMAIL ADDRESS:	_____
<p>Unless you choose "paper invoices" below, we will send invoices electronically, and will not send paper invoices. Invoices will come from the email address Donotreply@accountservicing.com. You are responsible for paying the amounts due under your Agreement each billing period, even if you do not receive the invoice.</p> <p>Choose one: <input type="checkbox"/> ELECTRONIC INVOICES -OR- <input type="checkbox"/> PAPER INVOICES</p>	

A copy of this Delivery And Acceptance Certificate containing Customer's original or facsimile signature, or other indication of Customer's intent to agree to the terms set forth herein, shall be treated as an original and shall be enforceable for all purposes.

North Florida Water Utilities Authority _____

Customer

By: **X** _____

Signature

Name & Title of Signer

Date

Authorization for Recurring ACH Payment Withdrawals

Thank you for requesting automatic payment withdrawals (ACH) for your agreement(s).
To commence this service, please complete this form and return, with a copy of a voided check,
by email at ach@accountservicing.com.

Please allow one full business day for this form to be processed.

North Florida Water Utilities Authority

Customer Name ("you")

3237171

Agreement Number(s) (the "Agreement")

As to each billing period, the entire amount then due under the above Agreement and the entire amount then due under any of your current or future agreements that are invoiced together, as agreed upon between us, with such Agreement or with any agreement that succeeds such Agreement (all the foregoing together with the Agreement, the "Invoiced Agreements"), each with a remit to address of PO Box 660831, Dallas, Texas 75266-0831 (including but not limited to, past due amounts, periodic property tax, late fees, insurance charges and excess usage charges, if applicable) will be deducted from your account. Payments due under the Invoiced Agreements will be automatically deducted from your account as authorized hereunder so long as any Invoiced Agreement remains in effect.

Dishonored or returned ACH drafts will be subject to a \$30.00 returned payment fee.

Debits may appear as a "WEB PYMNT" on your bank statement with a reference to "Account Services" (ACH ID #4214751391). If you have an ACH Block on your account, please make sure this ACH ID is authorized.

If the date on which your total payment under the Invoiced Agreements is due falls on a weekend or holiday, that payment will be debited from your account the next business day.

An email address is required to receive setup and payment confirmations. Please provide a contact email address below for ACH related communications:

ACCOUNT INFORMATION FOR ACCOUNT TO BE DEBITED

Bank Name

Branch, City, State

Transit/ABA/Routing Number

Account Number

The undersigned, on behalf of the customer, hereby authorize(s) Account Services ("Company") to initiate debit entries to the above account at the above bank ("Bank") each billing period to cover the total amount due or that becomes due under the above Agreement and the other Invoiced Agreements each such period. Amounts debited will be limited to the amounts that are payable under the terms of the Invoiced Agreements. This authorization shall remain in full force and effect until Company and Bank have received notification from the customer or the undersigned of its termination at such time and in such manner as to afford Company and Bank a reasonable opportunity to act on it. This document may be executed by you manually or electronically.

X

Signature

X

Signature

Print Name & Title

Print Name & Title

Date

Date



MOS / McCrimon's Office Systems
 Jacksonville • Gainesville • Lake City • Live Oak • Ocala
 System Order Form

Consultant Adam Messer

Phone 904-451-3705

North Florida Water Utilities Authority

971 West Duval Street Suite 150
 Lake City FL 32055

Phone 386-590-0732

Email

EQUIPMENT

Sharp BP-71C55 Advanced Color Workgroup Document System - Up to 55 ppm B&W and Color networked digital MFP ■ 300-sheet duplexing single-pass feeder ■ Adobe PostScript 3 ■ Apple AirPrint ■ Enhanced 10.1" touchscreen ■ 1 x 550 Sheet Drawer ■ 100 Sheet Bypass ■ **SYSTEM INCLUDES** - **BP-DE14 Copier Cabinet / 3 x 550 Sheet Paper Drawers** ■ **BP-TU11 Center Exit Tray** ■ **AR-D5133NT Surge Protector**

Sharp BP-FN18 Internal Finisher - 50 Sheet stapling internal finisher.

Sharp MX-PN14B 3 Hole Punch Unit

Purchase / Lease Type	<input type="text" value="FMV Lease"/>	Term (if rental or lease)	<input type="text" value="60"/>
Lease Payment (if leased)	<input type="text" value="\$194.79"/>	Price (if purchased)	<input type="text"/>

This purchase / lease includes

Basic connectivity included for 5 computer
 Does NOT including ending any current lease

All rentals and leases will have a one time \$99.50 documentation fee added to first invoice. Lease option subject to credit approval. See lease agreement and service agreements for full terms. A \$6.95 supply delivery fee applies to all maintenance agreements. This is a binding agreement to purchase or lease the above equipment. Full payment is required on delivery (if purchased).

IMPORTANT NOTES ON DELIVERY OF EQUIPMENT - Our machine delivery coordinator will contact you before delivery of the equipment to set up a time. He will let you know what information and networking (if any) we will require to complete your install. This may include (but not limited to) network and internet passwords, IP address and other information or equipment that we will need to complete install.

If MOS hooking up your equipment to your network is included in your install (as noted above), it must be done on initial delivery of equipment. MOS will not delivery until customer instructs us they have the information required or instructs us to delivery unconnected. If MOS is instructed to deliver unconnected or MOS is not able to connect on initial delivery, customer will be charged \$50.00 for an additional trip out. If additional trips are required customer will be billed at normal service rate or according to chosen network support plan.

Special Terms No Special Terms apply to this agreement.

Authorized Signature	DATE	Printed Name and Title
----------------------	------	------------------------

I am authorizing MOS / McCrimon's Office Systems to order the following equipment for our company. This is a firm and binding order.

NORTH FLORIDA WATER UTILITIES AUTHORITY STANDARD SHORT FORM ADDENDUM

Per diem and travel expenses of authorized persons. All per diem and travel expenses related to MOS/McCrimon's Office Systems (Hereinafter "MOS") goods or services provided to NORTH FLORIDA WATER UTILITIES AUTHORITY ("Purchaser", "NFWUA", "Customer" or "Client") under the System Order Form/(Lease) Agreement dated effective February __, 2026 (the "Agreement"), if any, are subject to and limited by Florida Statutes s. 112.061, as from time to time amended.

Florida Public Records Laws Compliance. MOS acknowledges Client's obligations under Art. 1, Section 24, Florida Constitution, and Chapter 119, Florida Statutes, as from time to time amended (together, the Public Records Laws), to release public records to members of the public upon request. MOS acknowledges that Client is required to comply with the Public Records Laws in the handling of the materials created under this Agreement and that the Public Records Laws control over any contrary terms in this Agreement. MOS shall comply with all requirements of Chapter 119, Florida Statutes, to the extent applicable to the records and documents associated with this Agreement. In accordance with Section 119.0701(3)(a), Florida Statutes (or successor statutes), a request to inspect or copy public records related to this Agreement must be made directly to Client.

IF MOS HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO MOS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT SHANNON ROBERTS AS PUBLIC RECORDS CUSTODIAN AT (386) 590-0732, ShannonR@suwcountyfl.gov, 971 West Duval Street, Ste. 150, Lake City, FL 32055.

Choice of Florida Law and Venue. Customer is an independent special district of the State of Florida. Notwithstanding any contrary provision in this Agreement, Florida law shall control the interpretation and enforcement of this Agreement and as to all contractual duties and responsibilities between the parties. Venue shall lie in Circuit Court in Columbia County, Florida, or if federal jurisdiction applies, in the U.S. District Court for the Middle District of Florida, Jacksonville Division.

Nondiscrimination Compliance by Client. The Client is a public body which does not discriminate regardless of race, religion, nationality, or gender in the bidding and award process for contracts and commodities. Pursuant to s. 287.05701, Florida Statutes, as amended, the Client may not request documentation of or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor and may not give preference to a vendor based on the vendor's social, political, or ideological interests.

Limitation on Customer's Liability for Indemnification or Tort Claims. Customer is an agency or subdivision of the State of Florida for purposes of Florida Statutes s. 768.28 re waiver of sovereign immunity in tort actions. Nothing in the Agreement is intended to serve as a waiver of Customer's sovereign immunity nor does it extend Customer's liability beyond the limits established in Section 768.28, Florida Statutes. Customer does not waive any defense of sovereign immunity or increase the limits of its liability by entering into this Agreement.

Tax-Exempt Status. Customer has provided MOS with a true copy of Customer’s Florida State Sales Tax Exemption Certificate. Customer shall not be subject to any sales or use taxes related to the services or products provided to Customer by MOS under the Agreement.

Supplementary. MOS shall comply with s. 787.06(14), Florida Statutes, by completing, signing under oath, and delivering to NFUWA a fully executed, complete, and accurate Human Trafficking Affidavit.

Duly executed as an Addendum to the Agreement on the dates set forth below:

CONTRACTOR:

CLIENT:

PayGOV.US LLC

NORTH FLORIDA WATER UTILITIES AUTHORITY

By: _____

By: _____

Name: _____

Rocky Ford, Chairman of the Board

Title: _____

Date: _____

Date: _____

HUMAN TRAFFICKING AFFIDAVIT

In compliance with Section 787.06(14), Florida Statutes, this affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with the North Florida Water Utilities Authority, an independent special district of the State of Florida (the "Governmental Entity").

The undersigned, on behalf of the entity listed below (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth herein.
2. I am an officer or representative of _____, a nongovernmental entity and I am authorized to provide this affidavit on behalf of the Nongovernmental Entity.
3. Nongovernmental Entity, and any of its subsidiaries or affiliates, do not use coercion for labor or services, as those terms are defined in Section 787.06, Florida Statutes, as may be amended from time to time.
4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Governmental Entity and no contracts may be executed, renewed, or extended between the parties.
5. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by, Governmental Entity.

Company: _____
Authorized Signature: _____
Printed Name: _____
Title: _____
Date: _____

Notarial Certificate Follows on Page 2

STATE OF _____

COUNTY OF _____

The foregoing instrument was sworn to, subscribed, and acknowledged before me by means of physical presence or online notarization, this ____ day of _____, 20____, by _____ as _____ on behalf of the company/corporation. They are personally known to me or have produced _____ as identification.

(Affix Notary Stamp or Seal)

Notary Public Signature: _____

Print, Type, or Stamp Name of Notary: _____

My commission expires: _____

Agenda Item #11 -Engineering Services Tabulation for RFQ 2026-01

OBJECTIVE:

Discussion and possible action to select 3-5 respondents for initiation of negotiation to establish continuing services agreement

CONSIDERATIONS:

- NFWUA RFQ 2026-01 was posted on 11/26/2025 and accepted submissions until 1/12/2026.
- The intent of the RFQ was to request Statements of Qualifications (SOQs) from qualified engineering firms to provide professional engineering services for NFWUA
- Scoring team met on 1/12/2026 to submit evaluation information and respondent SOQs scores were tabulated
- One member of the scoring team could not attend the scoring meeting and submit evaluation feedback
- Since a quorum was established, the decision was made to continue the process

(See attached document)

BUDGET IMPACT:

Budgeted item

RECOMMENDATION:

Select 3-5 respondents to begin negotiations with the intent to establish a continuing services agreement with the selected respondents

Final Tabulation and Ranking for NFWUA RFQ 2026-01 Respondents

The Scoring Committee submitted their individual rankings for NFWUA RFQ 2026-07 to Ms. Holland Freeman for final tabulation. Ms. Freeman determined the final tabulation for NFWUA RFQ 2026-01 as follows:

1. Kimley-Horn & Associates, Inc.
2. Hazen & Sawyer
3. Four Waters Engineering, Inc.
4. North Florida Professional Services
5. Arcadis
5. Dewberry Engineers, Inc.
7. Locklear & Associates
8. Jones Edmunds
9. JBrown Professional Group Inc.
10. Alliant
10. Chen Moore & Associates
12. Moore Bass Consulting
13. Gmuer Engineering LLC

Based upon the rankings, the highest ranked firm was Kimley-Horn & Associates, Inc.



NORTH FLORIDA WATER UTILITIES AUTHORITY
 2026-01 RFQ PROFESSIONAL ENGINEERING SERVICES

Respondents	Scoring Committee Members			Totals
	Jason Furry	Shannon Roberts	David Kraus	
Alliant	80	92		172
Arcadis	90	92		182
Chen Moore & Associates	78	94		172
Dewberry Engineers, Inc.	85	97		182
Four Waters Engineering, Inc.	90	96		186
Gmuer Engineering LLC	68	90		158
Hazen & Sawyer	95	94		189
JBrown Professional Group Inc.	80	94		174
Jones Edmunds	80	97		177
Kimley-Horn & Associates, Inc.	85	98		193
Locklear & Associates	85	95		180
Moore Bass Consulting	73	94		167
North Florida Professional Services	90	94		184

Tabulation By: Holland Freeman

Date: 2/2/2026



NORTH FLORIDA WATER UTILITIES AUTHORITY
 2026-01 RFQ PROFESSIONAL ENGINEERING SERVICES

Respondent	Criteria				Total
	Related experience of the firm and key staff with similar projects	References, credentials and/or recommendations from past clients	Firm's approach to the projects and timeline of delivery of services	Project team's availability commitment for the project duration	
	Max 35pts	Max 20pts	Max 30pts	Max 15pts	Max 100pts
Alliant	33	20	26	13	92
Arcadis	33	20	26	13	92
Chen Moore & Associates	35	20	26	13	94
Dewberry Engineers, Inc.	34	20	29	14	97
Four Waters Engineering, Inc.	32	20	29	15	96
Gmuer Engineering LLC	31	20	26	13	90
Hazen & Sawyer	35	20	26	13	94
JBrown Professional Group Inc.	31	20	29	SLR 18 14	94
Jones Edmunds	33	20	29	15	97
Kimley-Horn & Associates, Inc.	35	20	29	14	98
Locklear & Associates	30	20	30	15	95
Moore Bass Consulting	33	20	26	15	94
North Florida Professional Services	30	20	29	15	94

Reviewer's Name: SHANNON ROBERTS

Date: 2/2/2026



NORTH FLORIDA WATER UTILITIES AUTHORITY
 2026-01 RFQ PROFESSIONAL ENGINEERING SERVICES

Respondent	Criteria				Total
	Related experience of the firm and key staff with similar projects	References, credentials and/or recommendations from past clients	Firm's approach to the projects and timeline of delivery of services	Project team's availability commitment for the project duration	
	Max 35pts	Max 20pts	Max 30pts	Max 15pts	Max 100pts
Alliant	30	20	20	10	80
Arcadis	35	20	25	10	90
Chen Moore & Associates	30	20	20	8	78
Dewberry Engineers, Inc.	30	20	25	10	85
Four Waters Engineering, Inc.	35	20	25	10	90
Gmuer Engineering LLC	25	15	20	8	68
Hazen & Sawyer	35	20	30	10	95
JBrown Professional Group Inc.	25	20	25	10	80
Jones Edmunds	25	20	25	10	80
Kimley-Horn & Associates, Inc.	30	20	25	10	85
Locklear & Associates	25	20	30	10	85
Moore Bass Consulting	25	20	20	8	73
North Florida Professional Services	30	20	30	10	90

Reviewer's Name: Jason Fung

Date: 2/2/26

Agenda Item #12 -Review of Preliminary Rate Study

OBJECTIVE:

Discussion and possible action regarding the Raftelis Preliminary Rate Study review

CONSIDERATIONS:

- Because a rate study is based on numerous data inputs and policy assumptions, Raftelis utilizes an iterative review process to develop the rate studies
- The preliminary study paints a financial picture of the proposed rates that will subsequently influence and shape the FY 2026/27 budget
- The review period is an opportunity to expose and discuss the assumptions underneath the rate model and understand the impact of choices and decisions
- The review tests assumptions, clarifies decisions or identifies omissions so the end product aligns with the factors shaping NFWUA goals and objectives
- The discussion of the model and rates is not a push for the board to make a final decision today, but to simply understand what drives/influences those rates
- Once the review session(s) has been completed, a final report of proposed rates will be produced and sent back to the Board
- After the final rate study is submitted, the Board can take on additional discussion and action to implement the rates in the manner of their choosing

(See attached document)

BUDGET IMPACT:

NA

RECOMMENDATION:

N/A

North Florida Water Utility Authority

Presentation of Preliminary Results

Presented February 2026



Agenda

- Review Project Goals, Objectives and Approach
- Discuss Key Assumptions and Preliminary Results
- Outline the Major Issues that Need to be Addressed to Finalize the Financial Plan with the Goal of Providing Regional Water and Sewer Services

Study Objectives

- Develop Rate and Financial Planning Model
- Prepare Initial Financial Plan for Authority
- Support Regional Utility Service
 - › Promote Septic to Sewer Conversion Program in Future
 - › Acquiring Available Systems
- Develop Consolidated Water and Sewer Rates
- Reduce County General Fund Contributions

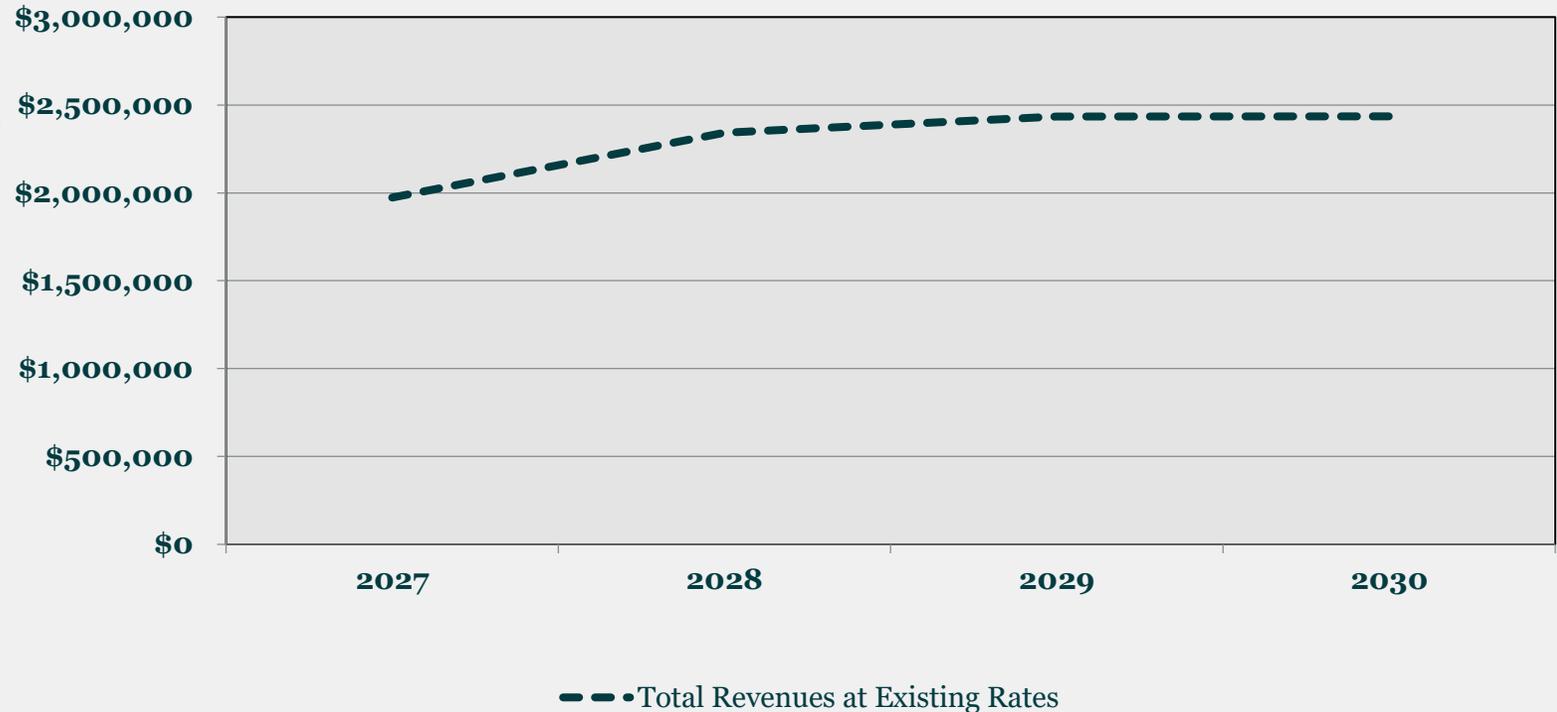
Revenue Sufficiency



Revenue Sufficiency – Existing Revenues

Key Assumptions / Findings:

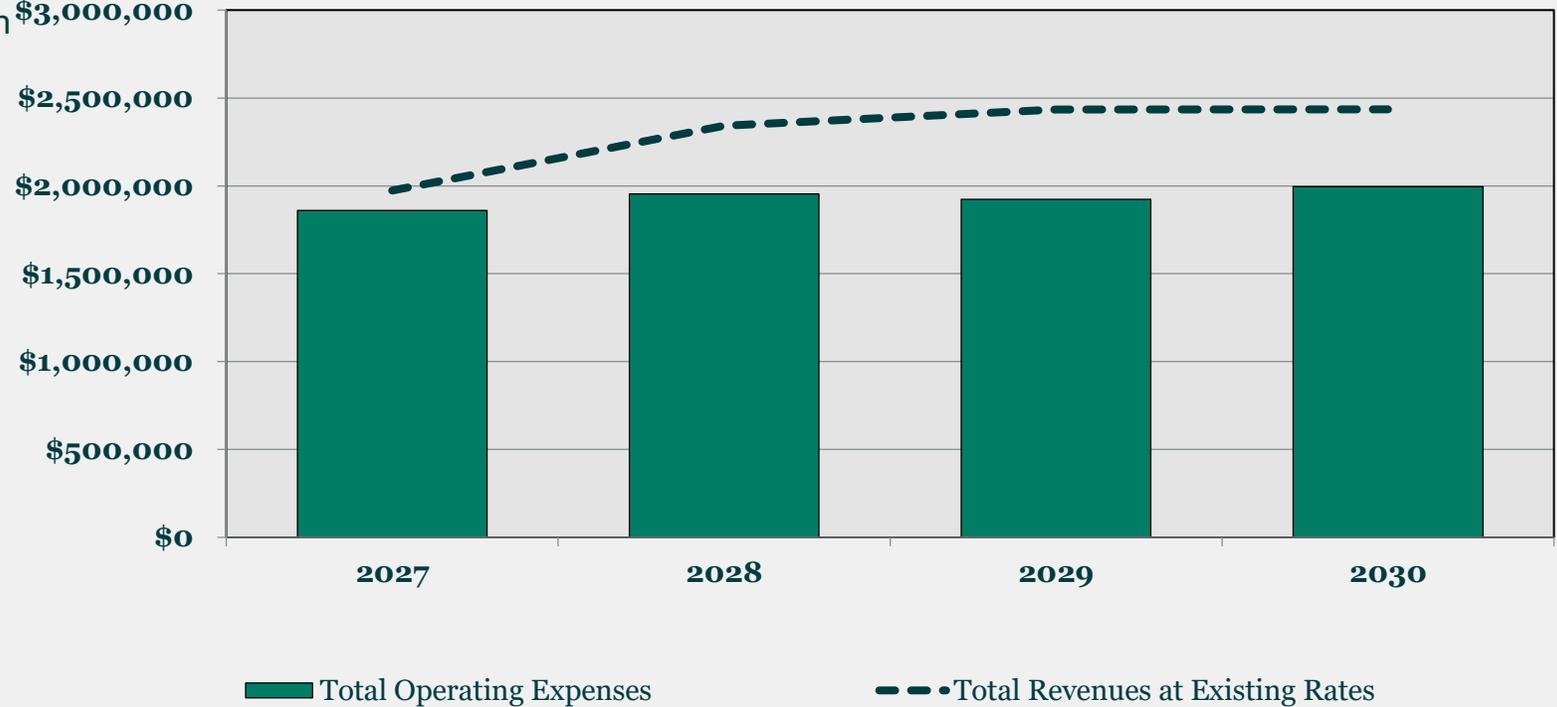
- Performed Historical Trend Analysis on Customer Usage Per ERC
- Based on Retail Sales to Customers in Ft. White, Ellisville / Mason City and Suwannee County
- Minor Customer Growth Assumed in Forecast
 - › Ft. White Septic to Sewer
 - › Busy Bee Gas Station
- Annual Other Revenues = \$1.0M
 - › County Contributions of \$500,000 Each



Revenue Sufficiency – Operating Expenses

Key Assumptions / Findings:

- Based on FY26 Budget
 - › SC Catalyst Plant Assumed Operational in 2027
- Annual Growth Rate of 9.0%/yr
 - › Additional Staff Members (5 Total)
 - › Non-Annual Recurring O&M for Financial and Engineering Studies
- Key Escalators
 - › Ranging from 3% - 10%
 - Labor
 - Insurance
 - Fuel
 - System Growth

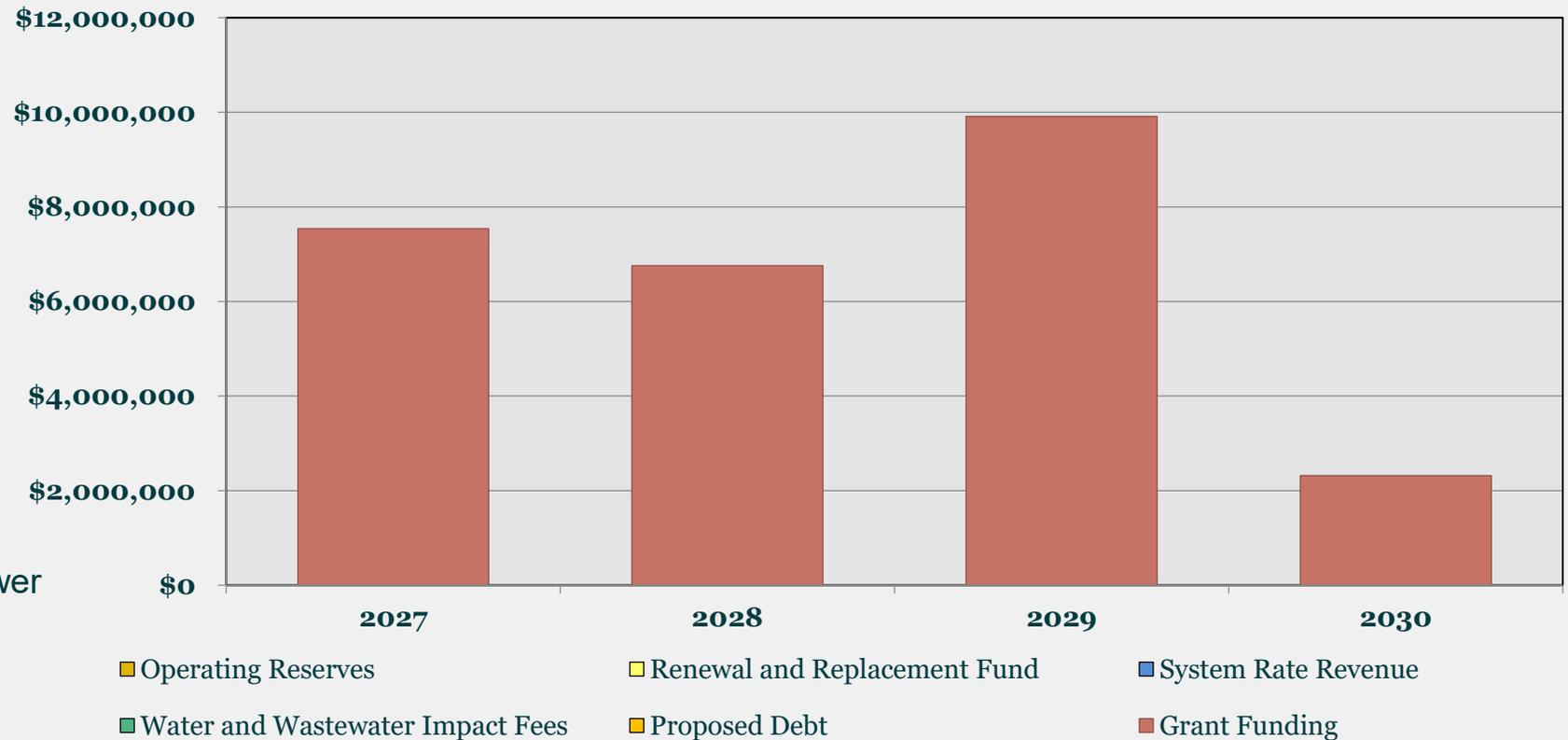


Revenue Sufficiency – FY 2023 CIP

Key Assumptions / Findings:

- FY27 Spend - \$9.7M
- \$58.4M in Total Capital Spending
 - › Capital Program Assumed to be Grant Funded
- Largest Dollar Projects
 - › Ellisville WTP Expansion and Relocation
 - › Ellisville 500k GPD WWTF
 - › 1-Million Gallon Water Storage Tower

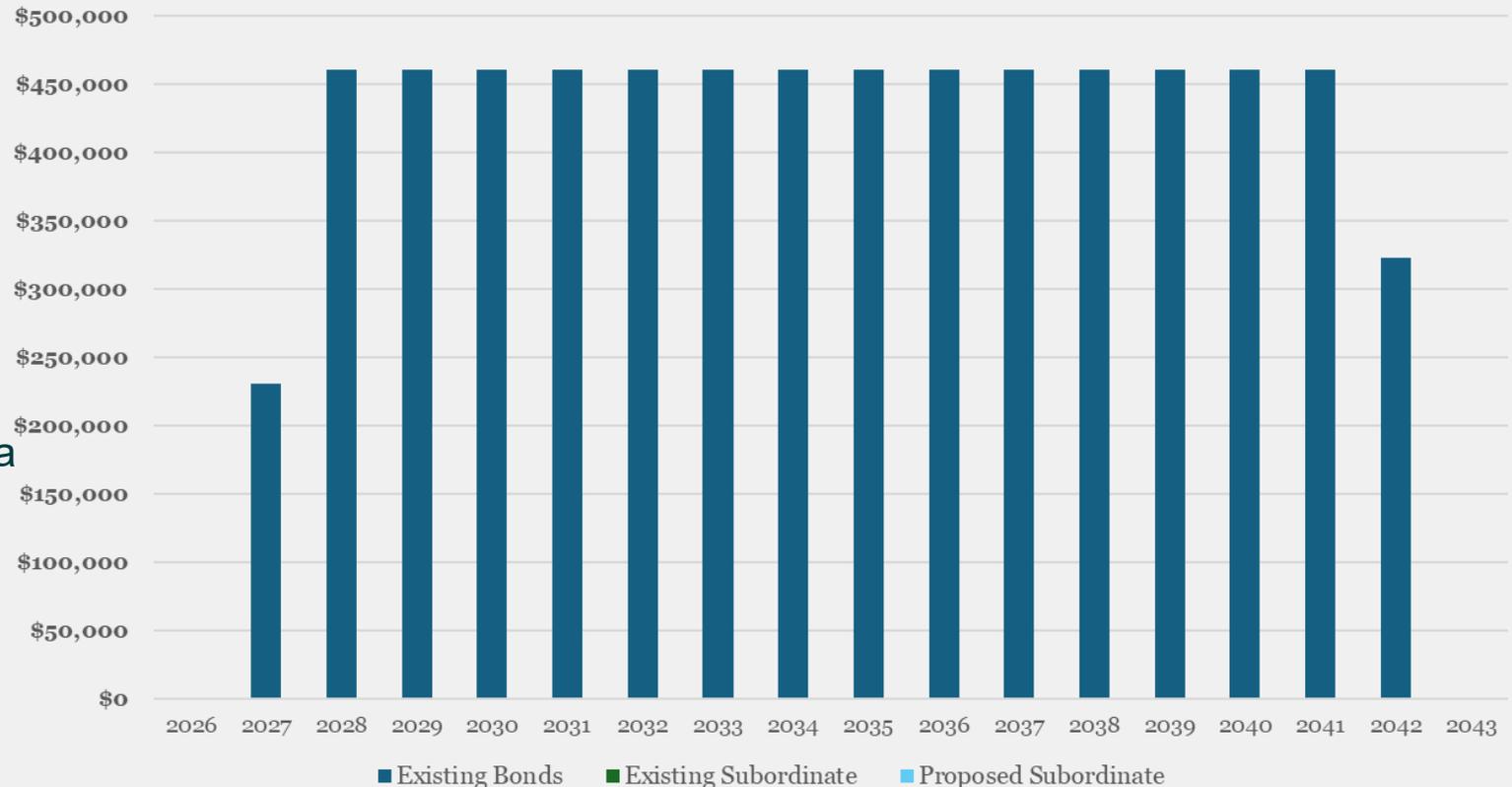
Capital Improvement Program Spending Plan



Revenue Sufficiency – Debt Service

Key Assumptions / Findings:

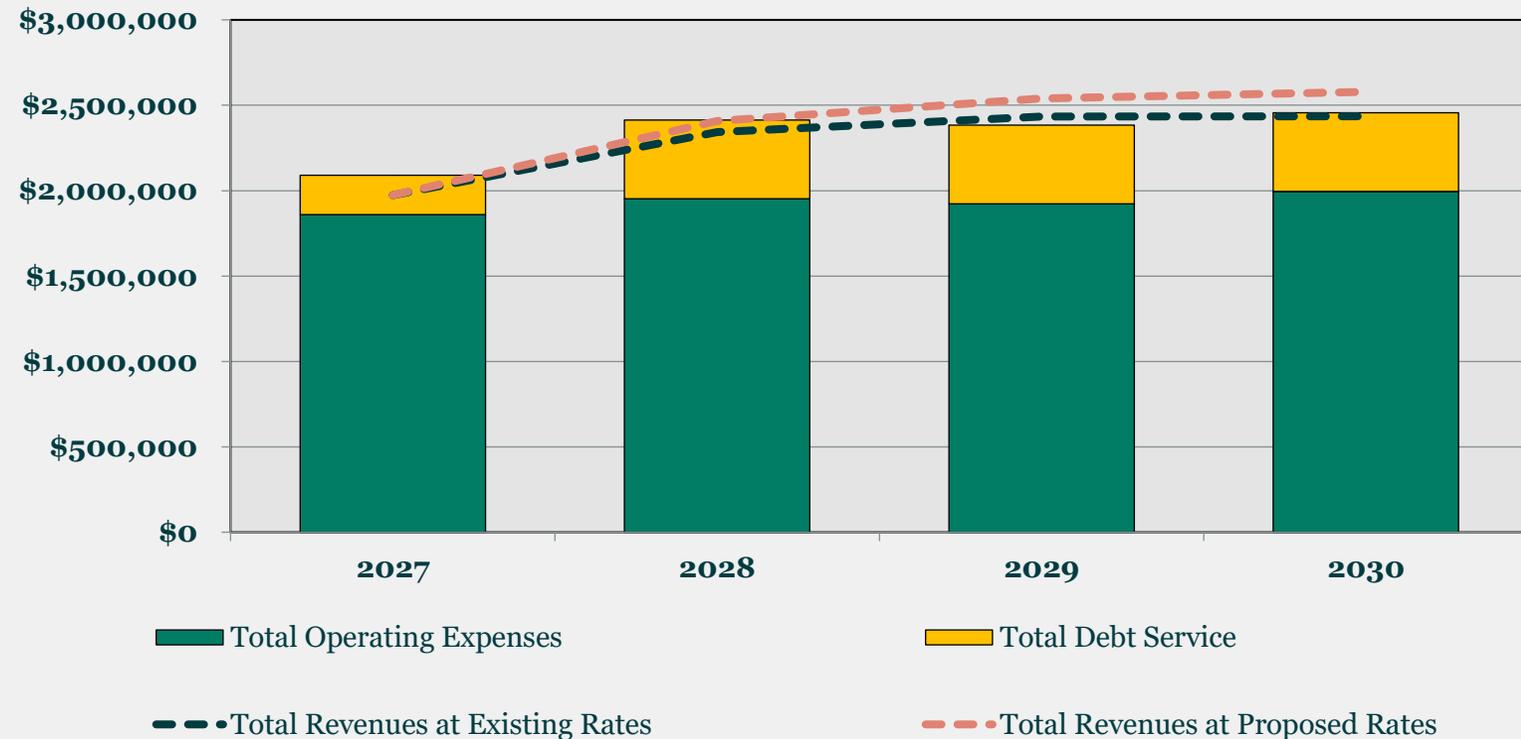
- Includes Current Columbia County Debt Related to North Florida Mega Industrial Park (NFMIP)
 - › Assumed to be Refinanced by Authority
 - › Consider Shifting Debt Payments out a Few Years Until Customer Base Develops
- Forecast Assumes No Additional Debt Related to Capital Plan



Total Revenue Sufficiency

Key Assumptions / Findings:

- Assumes Continuation of County Contributions at Current Levels
- Assumes Refinancing of Columbia County Debt Associated with North Florida Mega Industrial Park
- Busy Bee and Ft. White Wastewater Customers will Join System
- Targets Minimum Cash Reserves 90 Days of Rate Revenue



Proposed Fiscal Year 2027 Consolidated Rates – Water System

Residential	
Readiness Charge	\$31.06
Customer Service Charge	4.72
Volumetric Rates:	
Tier 1 (0-3,000)	\$0.00
Tier 2 (3,001 – 5,000)	4.71
Tier 3 (5,001 – 7,000)	4.92
Tier 4 (7,001 – 10,000)	5.18
Tier 5 (Above 10,000)	5.50

Commercial	
Readiness Charge	
.75 Inch	\$31.06
1 Inch	77.65
1.5 Inch	155.30
2 Inch	248.48
3 Inch	496.96
4 Inch	776.50
Customer Service Charge	
	4.72
Volumetric Rates	
All Usage	\$4.87

Proposed Fiscal Year 2027 Consolidated Rates – Wastewater System

Residential	
Readiness Charge	\$79.23
Customer Service Charge	6.34
Volumetric Rates:	
Tier 1 (0-3,000)	\$0.00
Tier 2 (Above 3,000)	8.83

Commercial	
Readiness Charge	
.75 Inch	\$79.23
1 Inch	198.08
1.5 Inch	396.15
2 Inch	633.84
3 Inch	1,267.68
4 Inch	1,980.75
Customer Service Charge	
	6.34
Volumetric Rates	
All Usage	\$10.48

Bill Comparison By System

	Average Usage	Meter Size (Inch)	Existing Bill	Proposed Bill	Change in Bill \$ / %
<u>Ellisville & Mason City</u>					
Residential - Water	5,000	.75	40.25	45.20	\$4.95 / 12.30%
Commercial - Water	24,000	.75	139.47	152.66	\$13.19 / 9.46%
Commercial – Wastewater II	24,000	.75	250.38	337.09	\$86.71 / 34.63%
<u>Ft. White</u>					
Residential - Water	4,000	.75	37.49	40.49	\$3.00 / 8.00%
Commercial - Water	18,000	.75	595.62	123.44	(\$472.18) / (79.28%)
<u>Suwannee County</u>					
Commercial – Water	10,000	2	152.47	301.90	\$149.43 / 98.01%
Commercial - Wastewater	10,000	2	397.22	738.64	\$341.42 / 85.95%

Proposed Additional Adjustments

- Rate Adjustments Contingent on Consolidated Rates Being Adopted in Fiscal Year 2027
- Will Take Effect October 1st of Each Year
- Policy Decision: Phase in Rates or Implement at Once

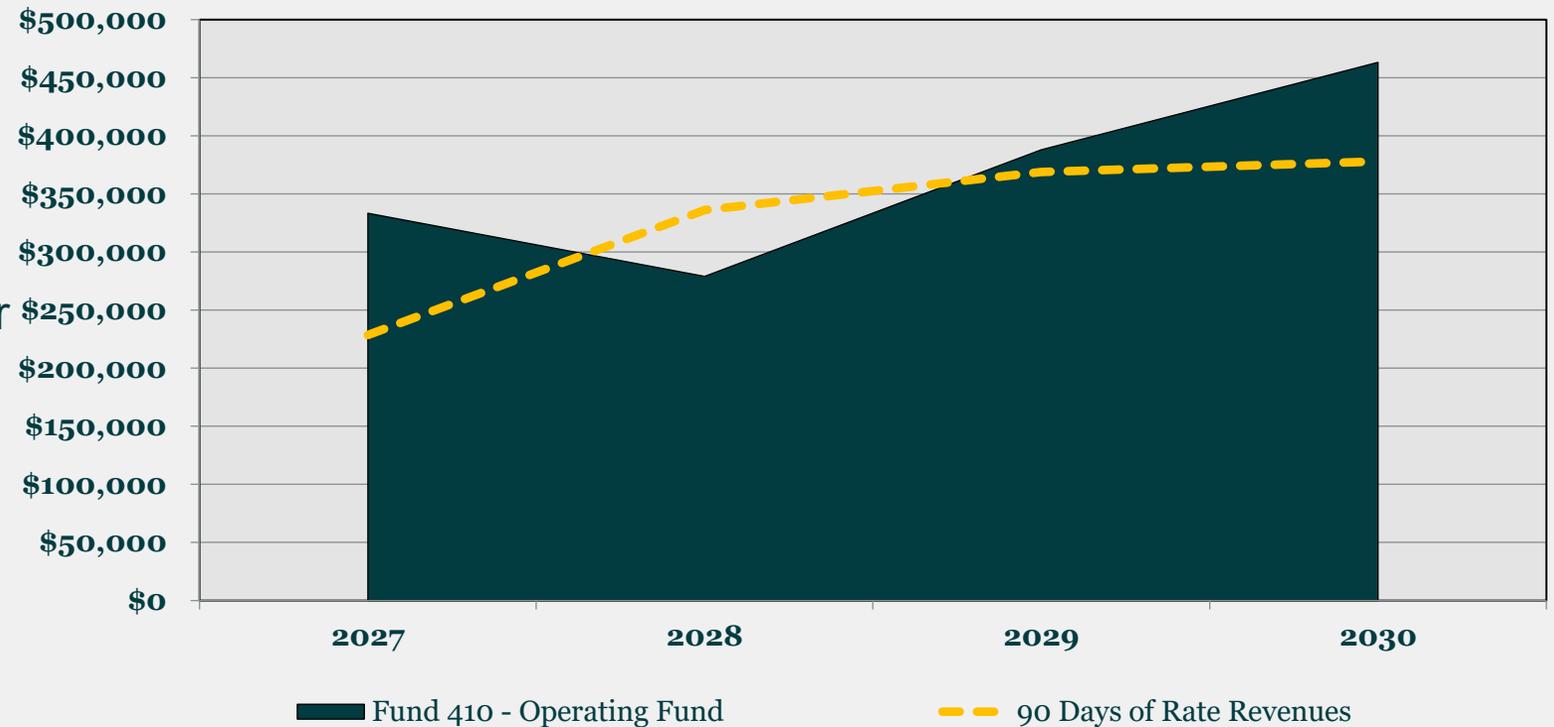
	2028	2029	2030
Water Adjustment	5%	2.5%	2.5%
Wastewater Adjustment	5%	2.5%	2.5%

Financial Plan Results & Other Considerations

Key Findings:

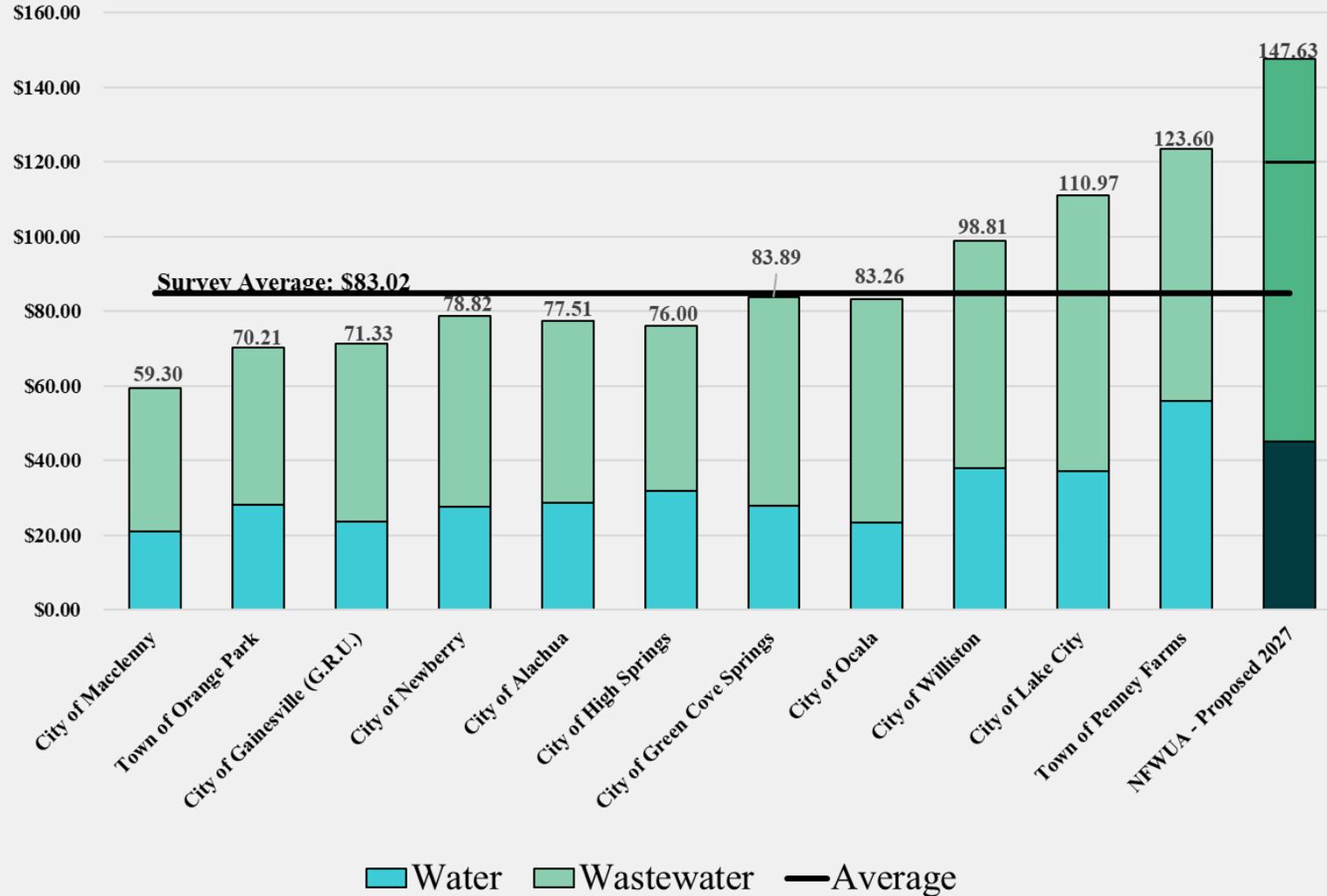
- Best Management Practice
 - › 90-120 Days of O&M
- No Specific Policy Requirement for Fund Balance

Operating Reserves Ending Balance



Rate Comparison

Comparison of Residential Combined Bill
Based on 5,000 Gallons of Monthly Water Use



Policy Questions that Need to be Resolved

- Future Levels of County Contributions
- Status of Columbia County WWTP
- Funding of Suwannee County WWTP
- Provision of Service to Ft. White (Retail vs Bulk)
- Acquisition of Ft. White WWTP and Collection System
- Funding of Provision of Service to DOT / Rest Area
- Phase-In Period for Consolidated Rates

Summary of Conclusions

- Finalize Policy Decisions
- Continue to Update the Financial Plan as Conditions Change
 - › Operating Costs
 - › Customer Growth (Septic to Sewer Conversion)
 - › Capital Funding
- Adopt Consolidated System Rates



Thank you!

Contact:

Henry Thomas, Senior Vice President

Matthew Ori, Senior Consultant

407-628-2600

FAQs



Board Comments:

Attorney Comments:

Director Comments:

Adjournment: