

# **North Florida Water Utilities Authority**

## **Board of Directors Meeting Agenda**

**December 11, 2024**

**8:30 AM**

Duval Place – Executive Conference Room

971 West Duval Street

Lake City, Florida 32055

Pursuant to s.s. 189.015 and 286.011, F.S. this public meeting of the Authority shall be conducted in-person at the noticed public forum. Members of the public are welcomed and encouraged to attend in person.

PLEASE BE ADVISED THAT ANYONE WANTING TO APPEAL AN OFFICIAL DECISION OF THE NORTH FLORIDA WATER UTILITIES BOARD MADE ON ANY SUBJECT AT THE MEETING MUST HAVE A VERBATIM RECORD OF THE MEETING THAT INCLUDES THE TESTOMONY AND EVIDENCE ON WHICH THE APPEAL IS BASED.

PERSONS WITH DISABILITIES WHO REQUIRE ASSIATANCE TO PARTICIPATE IN THE MEETING ARE REQUIRED TO CALL LISA ROBERTS, AT 386-758-1005 OR BY EMAIL AT: [lisa\\_roberts@columbiacountyfla.com](mailto:lisa_roberts@columbiacountyfla.com) AT LEAST TWO (2) BUSINESS DAYS PRIOR TO THE MEETING.

### **8:30 Committee Meeting**

#### **Rate Study Selection Committee**

1. Review Rate Study Submissions

## **9:30 Board Meeting**

### **Call to Order**

1. Pledge
2. Roll Call
3. Additions and Deletions
4. Adoption of Agenda
5. Approval of the November 6, 2024, NFWUA Meeting Minutes

### **Discussion and Action**

6. Executive Director Search
7. Discussion of Rate Study – Committee Findings
8. NFWUA Website Update
9. Legislative Delegation Meeting

### **Board/ Public Comments**

10. Public Comment
11. Board Comment
12. Announcement: Next NFWUA Meeting Date (January 8, 2024 – Suwannee County
13. Adjournment

## **10:30 Auditor Selection Committee**

12. Review Selection Process – Memo from Grady Williams

## MEMORANDUM

To: Audit Selection Committee of NFWUA Board of Directors  
From: Grady Williams, Legal Counsel to NFWUA  
Re: Compliance with Annual Audit Requirements; Auditor Selection Committee  
Date: December 2, 2024

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Requested Action: Authorize legal counsel and staff to proceed with issuing RFP in final submitted format for selection of audit for NFWUA to ensure compliance with statutory annual audit requirements; related authorization of publication of solicitation for RFP.

Summary: This topic was the subject of the Board's prior action at the November 6, 2024 monthly meeting, which resulted in the appointment of the Auditor Selection Committee (ASC) for NFWUA, an independent special district of the State of Florida.

Critical Dates: Please note the following critical dates for this process:

Wednesday, December 11, 2024 - 10:30 a.m. advertised NFWUA ASC initial meeting to approve final form of RFP solicitation and authorized publication.

Tuesday, January 21, 2025 - 3:00 p.m., required submission time and date for RFP responses to David Kraus as RA for NFWUA.

Wednesday, January 22, 2025 - 3:00 p.m., open RFP responses at Col. Co. admin. offices.

Wednesday, January 29, 2025 - Agenda due for NFWUA Board and Committee Meeting(s)

Wednesday, February 5, 2025 - NFWUA Board and Committee Meetings in Lake City. If possible, have ASC meet first or during meeting, complete the ranking process, and then ask NFWUA to authorize the award to recommended audit firm

Wednesday, March 5, 2025 - NFWUA Board and Committee Meetings in Live Oak. If possible, have Board approve or ratify final agreement.

Wednesday, April 2, 2025 - NFWUA Board and Committee Meetings in Lake City. Possible delivery of audit report or status report re audit. Approvals by ASC and Board as needed. -

Wednesday, May 7, 2025 - NFWUA Board and Committee Meetings in Live Oak. Possible delivery of audit report or status report re audit. Approvals by ASC and Board as needed.

Wednesday, June 4, 2025 - NFWUA Board and Committee Meetings in Lake City. Last date for timely delivery of audit report and approvals by ASC and Board as needed.

Monday, June 30, 2025 - last date for timely submission of audit to state.