

**CEDAR KEY WATER AND SEWER DISTRICT
NOTICE OF PUBLIC MEETING**

Notice is hereby given that at 5:01PM on June 22, 2026, the Cedar Key Water and Sewer District (“District”) will hold a public meeting at 510 THIRD STREET, CEDAR KEY FL 32625, for the purpose of conducting District business. All interested persons are invited to attend and participate in the meeting. A copy of the draft agenda is listed below. The District may consider and take action with respect to matters not listed on the draft agenda.

1. Call to Order
2. Pledge and Moment of Silence
3. Public Comment
4. Adoption of Agenda
5. Tammy Jones – Supervisor of Elections
6. General Manager’s Report:
 - A. Florida Commerce CDBG-DR Grant Procurements
 - B. Nexttower Communications Colocation Agreements
 - C. Drinking Water 2025 Consumer Confidence Report
 - D. 2025 Workers Compensation Audit
7. Waccasassa Water and Wastewater Cooperative Report
8. Bill Adjustment Requests
9. Commissioner Comments
10. Public Comment
11. Adjourn

If a person decides to appeal any decision made by the District with respect to any matter considered at the meeting, such person will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is made. In accordance with the Americans with Disabilities Act, persons needing special accommodations or an interpreter to participate in the meeting should contact the District Office at (352) 543-5285 at least three (3) business days prior to the dates of the hearing.

CKWSD General Manager's Report 06.22.26

Interlocal Agreement for Elections Renewal - Tammy Jones, Supervisor of Elections:

Ms. Jones will meet with the Board to discuss renewing the Interlocal Agreement for Elections between the office of the Supervisor of Elections and the District. She will also discuss the possibility of placing District and Cedar Key City Commission races on the same ballot. This would only affect District customers who reside within the Cedar Key city limits.

Florida Commerce CDBG-DR Grant Procurements: We have received approval from Florida Commerce to proceed with procurement of both Engineering Services and Grant Administration. The ads will run in the Gainesville Sun, Thursday June 25th. A 21-day period for proposal submittals will follow, ending at 3:00pm, July 17th. In addition to the procurements, I will be attending mandatory CDBG Disaster Fraud training at Valencia College in Orlando, July 14th – July 16th.

Nextower Communications Colocation Agreement: I made a third trek to City Hall to discuss the agreement. The City remains concerned as to the validity of our current contract with Nextower and has asked for a ruling from FCC. The Commission did vote though, to sign the agreement with a clause stating if the FCC finds the agreement unlawful, the agreement with Nextower will be voided. The City Attorney is writing the clause. Once we have received it, I will present it to the Board and submit a copy to Nextower for review.

Drinking Water 2025 Consumer Confidence Report: Due to our Consumer Confidence Report having no reportable violations we are therefore eligible for a mailing waiver for the CCR. We will post or publish the Notice and CCR at the following locations:

Cedar Key News
Cedar Key Water and Sewer District, 510 Third Street
Cedar Key City Hall, 809 Sixth Street
Cedar Key Library, 460 Second Street
Cedar Key Chamber of Commerce 450 Second Street

Workers Compensation Audit Adjustment – Brown and Brown Insurance: As the Board noted in our June 8th meeting, my salary was included under Waterworks Operations and not Clerical. The agent for Egis Insurance is in agreement and has sent the update to the carrier. I have not received an update.

Bill Adjustment Requests: As this time, we have no Bill Adjustment Requests

**Interlocal Agreement for Elections Renewal -
Tammy Jones, Supervisor of Elections**

From: Tammy Jones <tammy@votelevy.gov>
Sent: Wednesday, May 27, 2026 6:59 PM
To: Alicia
Cc: Jordan Lindsey
Subject: DATE SELECTED - 2027 Election Renewal Agreement - CKWS

Will Monday, June 22nd work for you to discuss the election agreement renewal. What time does the meeting start?

Also, I would like to discuss the below from our prior discussion...

It appears that Section F outlines the process for filling a vacancy in office. Because this is a special district, the provisions of Section 166.031(6), Florida Statutes, likely would not apply.

One consideration for the Board is the possibility of multiple officeholders vacating their positions at the same time, leaving fewer than four remaining members. In such a situation, the Charter requires a minimum of four members to make an appointment, which could present a procedural challenge. While it is not feasible to anticipate every scenario, this may be an area the Board may wish to review and address proactively.

I would also like to discuss with the Board the possibility of placing the Cedar Key City Commission race and the Water & Sewer District races on the same ballot, with a separate ballot provided only to voters eligible for the Water & Sewer District. Issuing separate ballots at the same time could create confusion, particularly with vote-by-mail voters, who may inadvertently return the incorrect ballot or believe they did not receive all required materials.

Thanks,
Tammy

Tammy Jones
Supervisor of Elections

**CEDAR KEY SPECIAL WATER AND SEWER DISTRICT
2027 INTERLOCAL ELECTION AGREEMENT RENEWAL**

This agreement made and entered into this ____ day of _____ 2026, by and between TAMMY JONES, SUPERVISOR OF ELECTIONS OF LEVY COUNTY, FLORIDA, a constitutional officer of the State of Florida, and the CEDAR KEY SPECIAL WATER AND SEWER DISTRICT, a Florida independent special district.

ARTICLE I. PURPOSE

The purpose of this Agreement is to provide for the administration of the Cedar Key Special Water and Sewer Election to be held on the 6th day of April 2027, for the purpose of electing board members and any referendums that the board approves for voter approval. The parties have determined it to be in their best interest and that of the public that the duties and responsibilities of each party concerning this election are agreed upon and set forth in a formal agreement.

ARTICLE II. DATE OF ELECTION

The Election shall be held and conducted on Tuesday, April 6, 2027.

ARTICLE III. ELECTION COST

Per Florida States 101.002 (2) the district shall reimburse the county for the actual costs incurred. The city shall pay the balance within thirty (30) days of receiving an itemized invoice from the Supervisor of Elections.

ARTICLE IV. AGREEMENT EXTENSION

This is acknowledgement that the 2026 Interlocal Municipal Election Agreement approved on July 14, 2025 has been reestablished to accommodate the April 6, 2027, election and shall end on June 1, 2027.

IN WITNESS WHEREOF, the parties hereto have agreed and set their hands as of the date set forth below.

APPROVED:

(Signature)
MICHAEL BORELLI
CHAIRMAN
CEDAR KEY WATER AND SEWER DISTRICT

DATED: _____

ATTEST:

(Signature)
LESLIE STURMER

APPROVED:

(Signature)
TAMMY JONES
SUPERVISOR OF ELECTIONS
LEVY COUNTY, FLORIDA

DATED: _____

WITNESSED:

(Signature)
JORDAN LINDSEY

SECRETARY
CEDAR KEY WATER AND SEWER DISTRICT

ASST. SUPERVISOR OF ELECTIONS
LEVY COUNTY, FLORIDA

DATED: _____

DATED: _____

2026

**INTERLOCAL AGREEMENT
FOR ELECTION SERVICES**

THIS INTERLOCAL AGREEMENT (hereinafter, the "Agreement") is made and entered into this 14th day of July, 2025 by and between the **LEVY COUNTY SUPERVISOR OF ELECTIONS** (hereinafter, the "Supervisor"), an elected constitutional officer, whose address is 421 S Court St, Bronson, Florida, 32621 and the **CEDAR KEY SPECIAL WATER AND SEWER DISTRICT**, a Florida independent special district, (hereinafter, the "District"), whose address is 510 3rd Street, Cedar Key, FL 32625.

WITNESSETH

WHEREAS, it is the intent of the Legislature, pursuant to Chapter 163, Florida Statutes, to encourage public agencies to join together in agreements which will best serve the public interest and promote the most efficient expenditures of public funds through avoiding costly duplication of services; and

WHEREAS, pursuant to State law, the Supervisor is the legal custodian of the Levy County voting equipment and is charged with responsibility for the custody and maintenance of the equipment; and

WHEREAS, the District desires the Supervisor to provide only such election services as are stated herein, subject to the terms and conditions set forth in this Agreement, for the Cedar Key Special Water and Sewer District Elections (hereinafter, the "Election"); and

WHEREAS, the parties to this Agreement recognize Chapters 97 through 106, Florida Statutes shall govern the conduct of a municipality's Election in the absence of an applicable special act, charter, or ordinance provision. No charter or ordinance provision shall be adopted which conflicts with or exempts a municipality from any provision in the Florida Election Code that expressly applies to municipalities, pursuant to Section 100.3605, Florida Statutes; and

WHEREAS, the parties intend that any referendum ballot items shall be coordinated between the District and Supervisor in a timely manner to ensure proper placement on the ballot; and

WHEREAS, the parties desire mapping, scheduling, and other responsibilities related to the conduct of the Election to be completed cooperatively and efficiently as described herein.

IT IS THEREFORE AGREED as follows:

Section One. Recitals Incorporated. The above recitals are true and correct and form a material part of this Agreement upon which the parties have relied.

Section Two. Supervisor's Responsibilities. The Supervisor shall:

1. Schedule legally required advertising with a newspaper of general circulation, excluding the Notice of Election and the 3rd and 5th week referendum advertisements, which shall be the responsibility of the District. Post all notices on the Supervisor of Elections website. Forward those notices to the District for them to post on their website.
2. Upon receiving the candidate and referendum ballot-approved information via email, the Supervisor will lay out the ballot, translate the ballot content into the Spanish language, and prepare the proof.
3. Provide the Administrative Secretary with ballot proofs and upon approval print a ballot test deck, poll worker training, vote-by-mail, and election day ballots.
4. Program and test the tabulation and audit system to ensure accuracy of the vote count.
5. Have complete responsibility for printing, handling, distribution, and tabulation of ballots.
6. Select and train poll workers in accordance with Section 102.014, Florida Statutes. Coordinate with the Administrative Secretary regarding the number of poll workers needed. Arrange for election night personnel support.
7. Select a Canvassing Board of elected officials in Levy County. The canvassing board must consist of three (3) canvassing board members and two (2) alternate members.
8. Canvassing Board members will be provided with a schedule of meetings and be required to complete a signature verification course provided by the Florida Division of Elections before verifying any signatures. Any election staff involved in verifying signatures will be required to take the same signature verification course. The Supervisor will notify the Administrative Secretary of the names of the Canvassing Board Members selected.
9. The Canvassing Board meetings shall be convened in a publicly noticed meeting open to the public in accordance with Section 286.011 and Section 102.141 (2), Florida Statutes. All canvassing board meetings, including election night, will be conducted at the Levy County Supervisor of Elections office located at 421 S Court St, Bronson, Florida. The election shall be conducted, and results shall be tabulated, returned, and canvassed by the Canvassing Board in accordance with general law. The election night unofficial results will be released on the Levy County Supervisor of Elections website beginning at 7:30 p.m. and will continue until complete. The Supervisor shall submit certified election results to the Administrative Secretary within 24 hours of the official certification.

10. The Supervisor, along with the canvassing board will conduct the public Logic and Accuracy Test in accordance with Florida Statutes at the Levy County Supervisor of Elections Office located at 421 S Court St, Bronson, FL 32621.
11. Notify the District of the time, date, and place for all public Canvassing Board meetings.
12. Send by certified mail to each political party chair the canvassing board schedule.
13. Provide supplies for the conduct of the election including sufficient voting equipment and supplies for the polling places. Should a change of polling location become necessary, the Supervisor is responsible for mailing "Polling Place Change Notices" to affected voters, the cost of which shall be reimbursable to the Supervisor.
14. Provide precinct registers with alphabetical listing of those electors eligible to vote in the Election. In lieu of paper precinct registers an Electronic Voter Check-In Station (EViD) may be used for voter verification and eligibility. In this case the paper precinct register would still be provided for a back-up copy.
15. Deliver the day before the election and pick up the day following the election all necessary supplies and voting equipment to conduct the election.
16. Certify the name(s) of the poll watcher(s) designated and approved for the voting area as required under Florida Statutes 101.131. Provide an identification badge and letter to all approved poll watchers. Include a list of poll watchers to the district and election day poll workers.
17. Campaign finance questions issued to the Supervisor's office will be answered by the Supervisor, or his or her designee, and written questions and responses will be forwarded to the Administrative Secretary.
18. Accept all requests for vote-by-mail ballots by telephone, mail, facsimile, email, or in person. The supervisor also agrees to send vote-by-mail and overseas ballots as requested by registered voters; to receive and securely store any voted vote-by-mail ballots; to verify the signatures on any returned voted vote-by-mail ballot certificates; and to account for all vote-by-mail ballots. The Supervisor will invoice a detailed invoice for all expenses related to the mailing of these ballots, including postage and supplies for mailing.
19. Record this Agreement in the Official Records of Levy County, Florida.

Section Three. District Responsibilities. The district shall:

1. Fully execute and return the Interlocal Agreement to the Supervisor on or before January 1st of every election year.
2. Designate the Administrative Secretary as the District employee to coordinate with the Supervisor of Elections.

3. The Administrative Secretary shall publish in a newspaper of general circulation the Notice of Election.
4. Notices sent to the Administrative Secretary by the Supervisor will be published on the district's website in an area on the website labeled Election Information.
5. The district shall be responsible for confirming the accuracy of all dates and times and any information contained herein to ensure compliance with the District Charter and the Florida Statutes.
6. If a referendum is on the ballot, publish in a newspaper of general circulation referendum language the 3rd and 5th weeks, if required.
7. Furnish to the Supervisor on or prior to the first Tuesday in January of every election year, an updated list of ALL addresses within the district limits. This list needs to include all annexations or contractions so as to properly identify all eligible voters. Once the list has been received, the Supervisor will review ALL addresses against our voter registration system. If there are any discrepancies, the Supervisor will provide the discrepancies to the district for review. The district must review any discrepancies that are found by the Supervisor's office. If a disagreement is found, the district must provide evidence of the contrary to the Supervisor's office immediately. The district must agree or reject the Supervisor's findings by email no later than 7 days following delivery of such district addresses by the Supervisor.
8. Provide candidate handbooks and necessary materials to candidates. Provide the candidates with written notification of the Canvassing Board schedule during candidate qualifying.
9. The Administrative Secretary shall act as the sole qualifying officer. All qualifying documents and fees/assessments as prescribed by the District Charter and Florida Statutes must be submitted prior to the qualifying deadline.
10. Email the Supervisor by the close of business on the last day of qualifying the list of qualified candidates, along with copies of the Candidate Loyalty Oath for each candidate. (DS-DE 302NP) Submit front and back of oath to tammy@votelevy.gov.
11. Email to the Supervisor by close of business on the last day of qualifying all referendum questions. The referendum questions shall be provided to the Supervisor in Microsoft Word format for the preparation of the ballot proof.
12. The Administrative Secretary shall approve or reject the ballot proof by e-mail to the Supervisor (tammy@votelevy.gov) no later than 48 hours following notification by the Supervisor.

13. Election assessment fees shall be sent to the Florida Elections Commission at 107 West Gaines Street, Suite 224, Tallahassee, Florida 32399 within 30 days after the close of qualifying per Florida Statutes 99.093.
14. Receive candidate treasure reports and ensure they are filed in a timely manner. If the candidate is late filing their campaign treasurer report the Administrative Secretary must submit a late notice to the candidate and collect fines per Florida Statutes.
15. The Administrative Secretary shall arrange for the use of a polling location on Election Day, and is responsible for site agreements, if necessary. The Administrative Secretary shall assist in locating and securing an emergency alternative polling location, should the Cedar Key City Hall (809 6th Street) become unavailable and reimburse the Supervisor the cost of printing and posting such notice of relocation.
16. The district may not accept any requests for vote-by-mail ballots. The district may not accept any voted vote-by-mail ballots. The Administrative Secretary must direct the voter to the Levy County Supervisor of Elections office for assistance. All vote-by-mail ballots must be mailed or returned in person at the Levy County Supervisor of Elections office located at 421 S Court St, Bronson, Florida. All vote-by-mail ballots must be received at the Levy County Supervisor of Elections office by 7:00 p.m. election night. The polling place may not accept any returned vote-by-mail ballots.
17. Once election supplies are delivered back to the Administrative Secretary within 10 days of the election the Administrative Secretary shall keep the election records for 22 months in accordance with the General Records Schedule GS3.
18. Compensate poll workers for the time they spend training and working on Election Day. The Supervisor will share with the Administrative Secretary the current pay rate set by Levy County Supervisor of Elections.
19. Pay the balance of all actual costs or obligations of election services to the Supervisor of Elections within thirty (30) days of receiving an itemized invoice from the Supervisor of Elections.
20. Pay costs involved repairing any equipment damaged during the District Election, including shipping, to the extent not covered and paid by any insurance.

Section Four. Miscellaneous Provisions.

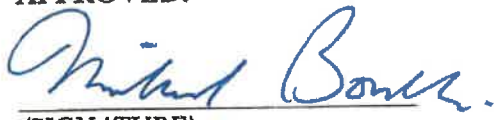
1. The parties understand and agree that the Election shall not have an early voting period.
2. Each party, to extent permitted by Section 768.28, Florida Statutes, agrees to indemnify and hold harmless the other party, its officers, agents and employees, from and against any and all claims, damages, injuries, losses and expenses, including reasonable attorney's fees, arising out of or relating to that party's actions or omissions arising out of

this Agreement and the actions or omissions of the party's officers, agents and employees; provided, however, that neither party waives sovereign immunity hereby as to third parties.

3. The terms of this Agreement cannot be altered without the prior written consent of both parties.
4. The Agreement shall become effective upon recordation in the Official Records of Levy County and shall end on June 1, 2026, and may be extended annually by written acknowledgement signed by both parties but shall terminate at such time that Tammy Jones is no longer Levy County Supervisor of Elections. This Agreement shall be made a part of the District Board minutes.

IN WITNESS WHEREOF, the parties hereto have agreed and set their hands as of the date set forth below.

APPROVED:


(SIGNATURE)

MICHAEL BORELLI
CHAIRMAN
CEDAR KEY WATER & SEWER DISTRICT

DATED: 7/14/2025

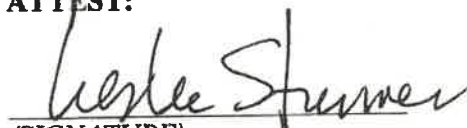
APPROVED:


(SIGNATURE)

TAMMY JONES
SUPERVISOR OF ELECTIONS
LEVY COUNTY, FLORIDA

DATED: 7/15/2025

ATTEST:


(SIGNATURE)

LESLIE STURMER
SECRETARY
CEDAR KEY WATER & SEWER DISTRICT

DATED: 7/14/2025

WITNESSED:


(SIGNATURE)

JORDAN LINDSEY
ASST. SUPERVISOR OF ELECTIONS
LEVY COUNTY, FLORIDA

DATED: 7/15/25

DISTRICT CHARTER

SECTION 1. GENERAL PROVISIONS

- A. This act codifies provisions of previously adopted local acts, chapter 63-1569, Laws of Florida, as amended by chapters 75-426, 76-416, 80-531, and 87-528, Laws of Florida, affecting the public body corporate and political subdivision known as the Cedar Key Special Water and Sewerage District; adopts amendments thereto; and repeals all previously adopted local acts. Said body corporate and political subdivision shall remain an independent special district established by the Legislature of the State of Florida for the purpose of providing potable water and wastewater treatment services to the district boundary area described below. Said special independent district shall henceforth be known as the Cedar Key Water and Sewer District. All previous references to the Cedar Key Special Water and Sewerage District, shall hereafter be deemed to refer to the Cedar Key Water and Sewer District [hereafter "District"].
- B. District boundaries shall be as provided and incorporated by reference as if set forth fully herein.

The boundaries of the Cedar Key Water and Sewer District shall be as follows:

See Appendix A

- C. The District may continue to provide potable water service to those properties presently being served in Sections 16 and 17 of Township 15 South, Range 13 East.

SECTION 2. GOVERNING BODY ESTABLISHED

- A. The governing body of the District shall be a board of commissioners, hereafter referred to as "Board," consisting of five commissioners, each of whom shall be a qualified voter in the District.
- B. All elections shall be held at the same time and place as the municipal election of the City of Cedar Key. There shall be a separate ballot and the ballot shall be canvassed separately from those of the city election and shall be certified to this Board.
- C. Commissioners shall be elected for a period of 2 years commencing at noon on the day after their election. Following each election, the Board shall select one member as chair to serve during his or her term of office. The Board shall also designate one member as Board secretary. Disbursement of the funds of the District shall be made only upon orders authorized by the Board, signed by the chair and countersigned by the Board secretary or other Board member in the absence of the Board secretary.

- D. The Board shall appoint an administrative secretary, who shall be custodian of the official proceedings, records, and funds of the District and shall furnish bond for the performance of his or her duties and for the accounting for the funds of the District.
- E. All candidates for commissioner shall run by groups and shall qualify by filing the petition with the administrative secretary of this Board during the same period provided by the City of Cedar Key for city commission candidates. The administrative secretary of this Board shall be responsible for preparing the ballot and supervising the election of commissioners in holding elections.
- F. In case of a vacancy in the membership of the Board, the remaining four members shall appoint a qualified person to serve until the next election.

SECTION 3. POWERS OF DISTRICT GOVERNING BODY

- A. The District, acting by and through its Board, shall have the powers of a public body corporate and political subdivision, including the power to:
 - 1. Levy ad valorem taxes on all of the taxable property in said District, as hereinafter provided.
 - 2. Sue and be sued.
 - 3. Contract and be contracted with.
 - 4. Adopt and use a common seal and to alter same.
 - 5. Acquire by either or both construction or purchase, to own in its corporate name, and to lease and convey such real and personal property as the Board may deem proper or expedient.
 - 6. Appoint and employ a superintendent and other employees as the Board may deem advisable.
- B. Specifically, the Board shall have the power to:
 - 1. Acquire by either or both purchase or construction and to improve, extended, enlarge, reconstruct, own, operate, manage, and control a public water supply and distribution system and a sewage system for the purpose of supplying water in the District for public, domestic, industrial, and fire protection purposes, and for purpose of disposing of sewage;
 - 2. Fix and collect rates and charges for the services and facilities furnished by any such water supply and distribution system and any sewage system and to fix and collect charges for making connections with either system.

- B. All sewage originating within the District, except separately treated industrial waste, shall be disposed of through the District sewage system and not otherwise.
- C. The violation of user requirements set by resolution is a misdemeanor of the second degree, punishable as provided in § 775.082, Florida Statutes.

SECTION 12. QUALIFIED ELECTOR

Any person who is a resident within the District and who is now or shall hereafter become or be a qualified elector within Levy County, shall be deemed and held, for all purposes of this act, to be a qualified elector of the District.

SECTION 13. POWERS OF LEGISLATURE

Nothing in this act shall be construed as restricting the power of the Legislature to hereafter amend this act so as to enlarge the boundaries of the District or to increase the aggregate principal amount of bonds which may be issued by the District.

SECTION 14. TAX EXEMPT STATUS OF DISTRICT

Inasmuch as the works and facilities provided for in this act are for a public purpose essential for the health and welfare of the inhabitants of the District and for the growth and development thereof, the District shall not be required to pay any taxes or assessments upon any of its properties, nor the income therefrom.

SECTION 15. SEVERABILITY

The provisions of this act are declared to be severable and, if any provision is held unconstitutional or invalid by any court of competent jurisdiction, such constitutionality or invalidity shall not affect or impair any of the remaining provisions.

SECTION 16. EFFECTIVE DATE

Upon taking effect, this act shall supersede and repeal chapters 63-1569, 75-426, 76-416, 80-531, and 87-528, Laws of Florida. This act shall take effect upon becoming a law [May 28, 1998].

CDBG-DR Grant Procurements

CEDAR KEY WATER AND SEWER DISTRICT
REQUEST FOR PROPOSALS
FOR
GRANT MANAGEMENT AND ADMINISTRATION SERVICES
FOR
CDBG-DR POTABLE WATER SYSTEM HARDENING PROJECT
AND
CDBG-DR WASTEWATER TREATMENT FACILITY HARDENING PROJECT

RFP 26-2

Proposal Due Date/Time: July 17, 2026 @ 3:00 PM EST

The Cedar Key Water and Sewer District (the “District”) is soliciting proposals from qualified consultant firms with the required expertise and capability to provide federal grant management, administration, and compliance for two federal CDBG-DR grant funded projects involving the hardening of the District’s water and wastewater treatment plant facilities. The projects include hardening the District’s critical water and wastewater infrastructure to safeguard public health, prevent untreated discharges, ensure reliable water and wastewater service, and reduce vulnerability to future storm surge and flooding.

Sealed proposals for the above-described services will be received at Cedar Key Water & Sewer District, 510 3rd Street, Cedar Key, Florida 32625 until July 17, 2026, **at 3:00 PM Eastern Standard Time**, at which time the proposals will be opened and read aloud. Proposals received after said time will be returned unopened.

If you are interested in submitting a proposal, you **must** obtain the complete RFP package, which contains additional information regarding this solicitation and instructions related to filing a proposal, from the Cedar Key Water and Sewer District website at www.ckwater.org or by contacting Alicia M. Johns at (352)543-5285, alicia@ckwater.org.

All inquiries and requests for clarification concerning the RFP shall be submitted in writing and in accordance with the RFP. Verbal clarifications will not be provided.

The District reserves the right to waive informalities in any proposal; reject any or all proposals, in whole or in part; re-bid a project, in whole or in part; and to accept a proposal that in its judgment is the lowest and best bid of a responsible bidder. The District does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status and disability/handicapped status in employment or provision of service.

ADA – Special Accommodations: Any person requiring accommodations by the District due to a disability should call Alicia M. Johns at (352)543-5285 at least five (5) days prior to any pre-response conference, response opening, or meeting. If you are hearing or speech impaired, please contact Alicia M. Johns via the Florida Relay Service, which can be reached at 1-800-955-8771 (TDD).

CEDAR KEY WATER AND SEWER DISTRICT
REQUEST FOR PROPOSALS
FOR
GRANT MANAGEMENT AND ADMINISTRATION SERVICES
FOR
CDBG-DR POTABLE WATER SYSTEM HARDENING PROJECT
AND
CDBG-DR WASTEWATER TREATMENT FACILITY HARDENING PROJECT

RFP 26-2

Proposal Due Date/Time: July 17, 2026 @ 3:00 PM EST

The Cedar Key Water and Sewer District (the “District”) is soliciting proposals from qualified consultant firms with the required expertise and capability to provide federal grant management, administration, and compliance for two federal CDBG-DR grant funded projects involving the hardening of the District’s water and wastewater treatment plant facilities. The projects include hardening the District’s critical water and wastewater infrastructure to safeguard public health, prevent untreated discharges, ensure reliable water and wastewater service, and reduce vulnerability to future storm surge and flooding.

Sealed proposals for the above-described services will be received at Cedar Key Water & Sewer District, 510 3rd Street, Cedar Key, Florida 32625 until July 17, 2026, at **3:00 PM Eastern Standard Time**, at which time the proposals will be opened and read aloud. Proposals received after said time will be returned unopened.

If you are interested in submitting a proposal, you **must** obtain the complete RFP package, which contains additional information regarding this solicitation and instructions related to filing a proposal, from the Cedar Key Water and Sewer District website at www.ckwater.org or by contacting Alicia M. Johns at (352)543-5285, alicia@ckwater.org.

All inquiries and requests for clarification concerning the RFP shall be submitted in writing and in accordance with the RFP. Verbal clarifications will not be provided.

The District reserves the right to waive informalities in any proposal; reject any or all proposals, in whole or in part; re-bid a project, in whole or in part; and to accept a proposal that in its judgment is the lowest and best bid of a responsible bidder. The District does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status and disability/handicapped status in employment or provision of service.

ADA – Special Accommodations: Any person requiring accommodations by the District due to a disability should call Alicia M. Johns at (352)543-5285 at least five (5) days prior to any pre-response conference, response opening, or meeting. If you are hearing or speech impaired, please contact Alicia M. Johns via the Florida Relay Service, which can be reached at 1-800-955-8771 (TDD).

HOSTED BY



OFFICE of
INSPECTOR GENERAL
UNITED STATES DEPARTMENT OF
HOUSING AND URBAN DEVELOPMENT

Combatting Disaster Fraud

WHEN

July 14-16, 2026*

8:45AM – 4:00PM

*Disaster attendees are required to attend the three-day training in its entirety to receive a certificate as credit for attendance. Non-Disaster attendees can attend day three only. No virtual option.

WHERE

**Valencia College
The Special Events
Center**

Building 8

1800 S. Kirkman Road
Orlando, Florida 32811



Topics

- Overview of HUD's CDBG-DR Program & Requirements
- Why Fraud Matters & How to Combat Fraud in CDBG-DR
- Fraud Awareness, Internal Controls, and Disaster Audit Results
- Conflicts of Interest & Antitrust Conspiracies



Who Should Attend

This is a **HUD REQUIRED** training course for all recipients and sub-recipients of federal disaster funding. Per the applicable Federal Register, each **grantee receiving CDBG-DR funds "shall attend and require subrecipients to attend fraud related training provided by HUD OIG to assist in the proper management of CDBG-DR grant funds."** Additional information about this training will be posted on the HUD website.

*This is not training for individuals or agencies seeking the award of funds.



What to Bring

A cell phone or tablet will be required for attendance tracking purposes and participation in the Q&A sessions throughout the training.



Contact Us

For any questions or concerns please email:

oigfraudtraining@hudoig.gov



Registration

- Register Here: <https://www.surveymonkey.com/r/D6WX8RT>
- Free Training: Up to 17 NASBA CPEs can be earned
- Registration Closes: **Thursday July 2, 2026 (No extensions allowed)**
- Registration is required to attend. No walk-ins or substitutions allowed.



REGISTER HERE

PRESENTED BY

U.S. Department of Housing
and Urban Development
Office of Inspector General
hudoig.gov

U.S. Department of Housing
and Urban Development
hud.gov

U.S. Department of Justice,
Antitrust Division
justice.gov/atr

U.S. Department of Justice,
National Center for
Disaster Fraud
justice.gov/disaster-fraud

U.S. Small Business
Administration,
Office of Inspector General
sba.gov/oig

2025 Drinking Water Quality Report

P.O. Box 309
510 3rd Street
Cedar Key, FL 32625
352-543-5285
ckwater.org



Cedar Key Water and Sewer District
P.O. Box 40
510 Third Street
Cedar Key, Florida 32625
352-543-5285
jrittenhouse@ckwater.org
ckwater.org
06/23/26

2025 Drinking Water Quality Report

Dear Cedar Key Residents,

We have completed our annual drinking water quality report for our water system. We are pleased to announce our Consumer Confidence Report (CCR) shows we had no violations of State or Federal requirements in 2025. A copy of this notice and the CCR has been posted in the following locations on the island:

Cedar Key News
Cedar Key Water and Sewer District, 510 Third Street
Cedar Key City Hall, 809 Sixth Street
Cedar Key Library, 460 Second Street
Cedar Key Chamber of Commerce 450 Second Street

This notice and a copy of the CCR may also be obtained by mail by calling 352-543-5285 or by email at jrittenhouse@ckwater.org.



510 3rd Street
 Cedar Key, Florida 32625
 Telephone Number (352) 543-5285

**Annual Drinking Water
 Quality Report for 2025**
 Florida Department of
 Environmental Protection Public
 Water System ID # 2380178

We're pleased to provide you with this year's Annual Water Quality Report. The report is designed to inform you about the quality water and services we deliver to you every day. Our constant goal is to provide you with a dependable supply of quality drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect your water resources. We are committed to ensuring the quality of your water.

The source of our water is groundwater from three wells. The wells draw from the Floridan aquifer, one of the world's most protected sources. Our water is softened by ion exchange units, filtered through sand and activated carbon media, and chlorinated for disinfection purposes. In 2025, the Florida Department of Environmental Protection (DEP) performed a Source Water Assessment on our system and a search of the data sources indicated no potential sources of contamination near our wells. The assessment results are available on the DEP SWAPP website at <https://prodapps.dep.state.fl.us/swapp/>.

If you have any questions about this report or concerning your water utility please contact **John Rittenhouse, General Manager** at (352) 543-5285, during normal business hours. We encourage our valued customers to be informed about their water utility.

Cedar Key routinely monitors contaminants in your drinking water according to Federal and State laws, rules and regulations. Except where indicated otherwise, this report is based on the results of our monitoring for the period of January 1 to December 31, 2025. Data obtained before January 1, 2025, and presented in this report are from the most recent testing performed in accordance with the laws, rules and regulations.

WATER QUALITY TEST RESULTS FOR CEDAR KEY									
Inorganic Contaminants									
Contaminant and Unit of Measurement		Dates of Sampling (mo./yr.)	MCL Violation	Level Detected	Range of Results	MCLG	MCL	Likely Source of Contamination	
Arsenic	(ppb)	Jul '24	No	0.76	N/A	0	10	Erosion of natural deposits; runoff from orchards; runoff from glass and electronics production wastes	
Barium	(ppm)	Jul '24	No	0.011	N/A	2	2	Discharge of drilling wastes; discharge from metal refineries; erosion of natural deposits	
Mercury (inorganic)	(ppb)	Jul '24	No	0.014	N/A	2	2	Erosion of natural deposits; discharge from refineries and factories; runoff from landfills; runoff from cropland	
Sodium	(ppm)	Jul '24	No	64	N/A	N/A	160	Salt water intrusion; leaching from soil	
Stage 2 Disinfectants and Disinfection By-Products									
Disinfectant or Contaminant and Unit of Measurement		Dates of Sampling (mo./yr.)	MCL or MRDL Violation	Level Detected	Range of Results	MCLG or MRDLG	MCL or MRDL	Likely Source of Contamination	
Chlorine	(ppm)	Monthly, 2025	No	0.89	0.21 - 1.41	MRDLG = 4	MRDL = 4.0	Water additive used to control microbes	
Total Halactic Acids (HAA-5)	(ppb)	Aug '25	No	2.55	2.17 - 2.55	N/A	MCL = 60	By-product of drinking water disinfection	
Total trihalomethane (TTHM)	(ppb)	Aug '25	No	10.72	0.03 - 10.72	N/A	MCL = 80	By-product of drinking water disinfection	
Lead and Copper (Tap Water)									
Contaminant and Unit of Measurement		Dates of Sampling (mo./yr.)	AL Violation	90th Percentile Result	No. of Sampling Sites Exceeding the AL	Range of Tap Sample Results	MCLG	AL (Action Level)	Likely Source of Contamination
Copper (tap water)	(ppm)	Jul '24	No	0.19	0	ND - 0.91	1.3	1.3	Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

In the table you may find unfamiliar terms and abbreviations. To help you better understand these terms we have provided the following definitions (please note not all definitions may pertain to your report):

- **Action Level (AL)** – the concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.
- **Maximum Contaminant Level (MCL)** - The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **Maximum Contaminant Level Goal (MCLG)** - The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **Maximum Residual Disinfectant Level (MRDL)** - The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial growth.

- Maximum Residual Disinfectant Level Goal (MRDLG) – The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contamination.
- ND – This abbreviation means not detected and indicates that the substance was not found by laboratory analysis.
- Parts per million (ppm) or milligrams per Liter (mg/L) - one part of analyte (by weight) to 1 million parts of water sample (by weight).
- Parts per billion (ppb) or micrograms per Liter (ug/L) - one part of analyte (by weight) to 1 billion parts of water sample (by weight).

**As you can see from the table, our system had no violations for water quality in 2025.
We're proud that your drinking water meets all Federal and State requirements.**

Our water system conducted an inventory assessment of our service line plumbing materials in 2024 as part of Federal and State efforts to reduce Lead exposure to the public. The materials survey inventory identified no lead service lines in our water system, and the results are available for your review by contacting us at (352)543-5285.

We routinely conduct Lead and Copper tap sample monitoring at selected homes within your community as required by State and Federal regulations, you may also contact us to review these results.

Lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Cedar Key is responsible for providing high quality drinking water and removing lead pipes, but cannot control the variety of materials used in plumbing components in your home. You share the responsibility for protecting yourself and your family from the lead in your home plumbing. You can take responsibility by identifying and removing lead materials within your home plumbing and taking steps to reduce your family's risk. Before drinking tap water, flush your pipes for several minutes by running your tap, taking a shower, doing laundry or a load of dishes. You can also use a filter certified by an American National Standards Institute accredited certifier to reduce lead in drinking water. If you are concerned about lead in your water and wish to have your water tested, contact John Rittenhouse, General Manager at (352) 543-5285. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available at <http://www.epa.gov/safewater/lead>.

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals, and in some cases radioactive material, and can pick up substances resulting from the presence of animals or human activity.

Contaminants that may be present in source water include:

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally occurring or result from urban runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, & septic systems.
- Radioactive contaminants, which may be naturally occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, EPA prescribes regulations which limit the amounts of certain contaminants in water provided by public water systems. The FDA (Food & Drug Administration) regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice from their health care providers about their drinking water. EPA/CDC (Center for Disease Control) guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are also available from the Safe Drinking Water Hotline (800-426-4791).

Protecting water resources for current and future users by providing cost effective and environmentally sound supervision and operations of the Cedar Key Water & Sewer District facilities.

