

HNWS Regular Board Meeting Agenda
December 17, 2019 – 6:00 PM

6:00 PM: Call Meeting to Order – Board President Mike Kennedy

- PRAYER & PLEDGE OF ALLEGIANCE
- ANNOUNCE QUORUM (4 Required)

Approval of Minutes and Transcripts

Approve the minutes and transcripts from the November 19th HNWS BOD Regular Meeting.
Approve the redacted minutes and transcripts from the October 15th Special Confidential Personnel Meeting and the October 23rd Confidential Personnel and Attorney Client Privileged Meeting minutes.

Approval of Memberships

Approve November New Memberships (273), Cancelled Memberships (263) & Transfers (3).

ADMINISTRATIVE – President Kennedy

1. Finance – Review of the November 2019 Financial Statements – Rob Williamson

Description: Presentation of the November financials for both HNWS and MESI.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve November financial statements.

2. 2020 Water Line Extensions and/or Upgrades

Description: The Board approved FY20 proposed budget does not currently provide for installation of water line extensions and upgrades in addition to those required for normal operations. At the November meeting, the Board directed staff to provide examples of waterline extensions that would result in added fire hydrants and the associated costs. In response, MESI and HNWS staff have provided two examples for board consideration. It should be noted the proposed costs associated with these extensions would require a funding source to be identified. HNWS does not currently have a reserve policy and there are not sufficient funds in the operating account to pay for these proposed extensions without a rate increase or modification to the Board approved 2020 proposed budget. *(HNWS operating account is funded from water and wastewater sales and 30% of tap fee revenues.)*

Fiscal Impact: See attachment.

Legal Review: N/A

Staff Recommendation: The Board will direct.

3. FRUS/HNWS Service Agreement Resolution of Support – Rob Williamson

Description: At the November FRUS board meeting, the board approved the final agreement and asked for resolutions of support from each member.

Fiscal Impact: N/A

Legal Review: Pending

Staff Recommendation: Approve resolution of support for final draft of FRUS/HNWS service agreement.

4. HNWS Website launch – Torin Brand

Description: Presentation of new customer friendly website and features.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Information only.

5. Navarre Boardwalk & Marina Unauthorized Water & Sewer Connection – Rob Williamson

Description: Presentation to the Board regarding the following unauthorized water and sewer connections.

- 1- Unauthorized water connection for a commercial business - Navarre Boardwalk & Marina.
 - a. Owner has stated he is receiving water for the marina from a separate, adjacent commercial business (East River Smokehouse).
- 2- Unauthorized sewer connection for a commercial business.
 - a. Owner has stated he is disposing of sewer from the marina into the lift station for a separate commercial business (East River Smokehouse).
- 3- Unauthorized water connection to unmetered water line used exclusively in the event of a fire.
 - a. Owner has stated he connected to the unmetered water line for fire protection.

Fiscal Impact: Total losses unknown.

WATER: Minimum water costs would be a base rate of \$4.70 over 8 months ($\$4.7 \times 8 = \37.60) Total usage is 68,080 gallons yielding ($\$4.05 \times 68,080/1,000$) \$275.72 for usage. Total water expenses over the time period from March to October (when connection was eliminated) would be **\$37.60 + \$275.72 = \$313.32.**

SEWER: Minimum sewer costs (*assuming sewer would only be based on the water usage/loss.*) would be a base rate of \$24.68 over 8 months (**$\$24.68 \times 8 = \$197.44$**)

Total usage is 68,080 gallons yielding ($\$3.82 \times 68,080/1,000$) \$260.07.

Total Sewer expenses would be (**$\$197.44 + \260.07**) equal to **\$457.51**

Total Water = \$313.32

Total Sewer = \$457.51

Total = \$770.83

Legal Review: Completed

Staff Recommendation:

- 1- Related to unauthorized water connection.
 - a. Direct owner to submit a complete application for a new commercial water service and pay any associated fees within 7 business days.
 - 2- Related to unauthorized sewer connection.
 - a. Require owner to immediately disconnect from HNWS sewer system and provide for another way to dispose of sewer from the marina.
 - 3- Related to unauthorized connection to unmetered fire suppression water line.
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- a. Invoice owner for 68,000 gallons of water and sewer use totaling \$770.83. Inform owner/member, if illegal connection is attempted or found in the future at any of his properties, his membership will be revoked by the HNWS Bylaws.

PERSONNEL COMMITTEE – Yvonne Harper

GOLF COMMITTEE – Director Terasa

THE CLUB AT HIDDEN CREEK

1. 2019 Financial Statements – Cindy Callen

Description: Cindy presents a review of the November revenue, expenses and net income.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve November financial statements.

2. 2020 Budget Presentation – Cindy Callen

Description: Cindy presents the 2020 Annual Budget.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approval of the 2020 Annual Budget.

ENGINEERING – Phil Phillips

1. Monthly Operations Report – Phil Phillips

Description: Operations status update.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Information only.

Member Forum:

Adjourn Meeting:

The next HNWS Board Meeting (Annual) is scheduled for January 21, 2020 at 7am.

Meeting Announcements:

- “Audio and video recorders in use”
 - “Please silence all cell phones”
 - “If anyone would like to address the board, please sign up on the MEMBER FORUM SIGN- UP SHEET”
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