



HNWS Regular Board Meeting Agenda
May 16, 2023 – 6:00 PM

6:00 PM: Call Meeting to Order – Board President Mark Miller

Meeting Announcements

- PRAYER & PLEDGE OF ALLEGIANCE
- ANNOUNCE QUORUM (4 Required)
- AUDIO & VIDEO RECORDERS IN USE
- PLEASE FILL OUT THE MEMBER FORUM SIGN-UP SHEET TO ADDRESS THE BOARD

Approval of Minutes and Transcripts

- April 18, 2023, Regular Meeting Minutes and Transcripts
- April 25, 2023, BAWM - PCC Navarre East LS56 Change Order 1 - review

Approval of Memberships

Approve April New Memberships (230) Cancelled Memberships (218) & Transfers (0).

Unfinished Business

1. Commercial Impact Review – Jeff Crigler / Cory Snyder

Description: Update on two remaining commercial accounts.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Discussion

2. Operations – TCHC Spray Field Cost Assessment – Jeff Crigler

Description: Staff was directed in the March regular meeting to provide a monthly cost of operating the spray field only.

Fiscal Impact: TBD

Legal Review: N/A

Staff Recommendation: Discussion.

3. Water Use Permit – Pool Fill Adjustment Policy – Jeff Crigler

Description: Staff has contacted the NFWWMD regarding clarification to pool fill adjustments relative to HNWS Water Use Permit requirements and has received feedback from NFWWMD.

Fiscal Impact: N/A

Legal Review: In progress

Staff Recommendation: Discussion

New Business

1. CEO Update – Jeff Crigler

Description: Brief update on 2023 Pension Benefit Plan report that was received.

2. Finance – Review of Quarterly March 2023 Financials – Jeff Crigler

Description: Presentation of Quarterly March 2023 financial statements.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve the Quarterly March 2023 financial statements.

3. Directors Update

- **Finance Committee Updates – Joe Campbell**
 - **Capital Improvement – Don Linnell**
 - **Budget/ O&M – Daryl Lynchard**
- **SRC Reuse Project – Eglin – Mark Miller**
- **The Club at Hidden Creek Management Board – Jeff Crigler**
- **Fairpoint Regional Utility System Representative – Jeff Crigler**
- **Municipal Engineering Services Representative – Phil Phillips**

4. Insurance Agent Award – Jeff Crigler

Description: Solicited for qualifications for an Insurance Agent and received one response.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Award the responder, Underwood Anderson, to be the Agent of Record for HNWS, TCHC, and MESI for two years.

5. Finance – \$7M Bond Authorized Signers – Jeff Crigler

Description: Update the signers on the “\$7,000,000.00 Capital Trust Agency Industrial Development Refunding and Revenue Bonds Series 2014 (Holley Navarre Water System, Inc.) dated August 21, 2014.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: To leave the current signer, Barbara Carawan, Director of Finance, and add Jeff Crigler, CEO, to the authorized signers.

6. SRC Reuse, Eglin – Jacobs Proposal for Environmental Services – Jeff Crigler

Description: The recently executed lease between Eglin and Santa Rosa County contains several requirements which require additional environmental consulting services for current consultant, Jacobs.

Fiscal Impact: \$39,000.00

Legal Review: N/A

Staff Recommendation: Approve proposal as presented.

Engineering

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 Regular Board meeting is scheduled for June 20, 2023, at 6pm at HNWS.