



HNWS Regular Board Meeting Agenda
February 20, 2024 – 6:00 PM

6:00 PM: Call Meeting to Order – Board President David Crumbley

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

Employee Recognition – Jeff Crigler

- Service Anniversary – James (Buddy) Harvell 35 years

Approval of Minutes and Transcripts

- January 11, 2024, Closed Executive Session Minutes
- January 16, 2024, Annual Meeting Minutes and Transcripts
- January 23, 2024, Open Board Reorganization Meeting Minutes

Approval of Memberships

January New Memberships (212) Cancelled Memberships (217) & Transfers (1).

Unfinished Business

1. Procurement Policy – Jeff Crigler

Description: Presentation of the updated Procurement Policy as recommended in the 2023 Forensic Audit

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve and adopt for immediate use.

New Business

1. CEO Update – Jeff Crigler

Description: Brief updates on a Quarterly Newsletter.

2. Finance – Review of November and December Quarterly 2023 Financials – Jeff Crigler

Description: Presentation of November and December Quarterly 2023 financial statements.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve the November and December Quarterly financial statements.

3. Directors Update

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

- 4. CIP – Parkers Landing LS#22 Pump Replacements – Jeff Crigler**
Description: Staff obtained quotes from two different vendors for an upgrade of pumps at Parker’s Landing Lift Station #22. This project will be funded from the General Lift Station Repairs/Improvements line item in the Unrestricted CIP.
Fiscal Impact: \$45,675.89
Legal Review: N/A
Staff Recommendation: Approve two Hydromatic H4QXP2500EC model pumps from Morrow Water Technologies, Inc for \$45,675.89 at Parker’s Landing LS#22.
- 5. CIP – HNWS Well #3 Pump Replacement – Jeff Crigler**
Description: Upgrade of pump and line shafts for the HNWS Well #3. This project will be funded from the General Well Repairs line item in the Unrestricted CIP.
Fiscal Impact: \$38,748.85
Legal Review: N/A
Staff Recommendation: Approve the replacement of the pump and line shafts from Griner Drilling Service, Inc., for \$38,748.85 at HNWS Well #3.
- 6. Independent Rate Study – Jeff Crigler**
Description: Staff recommends solicitation of independent rate consultants to perform a rate study. The scope of the work would be to perform a rate study that would analyze and project rates, future impacts fees, and other member fees for a five-year planning period.
Fiscal Impact: TBD
Legal Review: N/A
Staff Recommendation: Approve staff to proceed with solicitation of an independent rate study.
- 7. SR Reuse Project – Eglin Phase 1A Change Order #1 – Jeff Crigler**
Description: Staff has requested L&K to provide a proposal to install approximately 470 linear feet of 18” reclaim water main on Eglin AFB property as opposed to current proposed location on FPL property. This work is currently in Phase 1B, but staff believe it should now be accomplished as part of Phase 1A.
Fiscal Impact: \$106,310
Legal Review: N/A
Staff Recommendation: Approve Change Order #1 for L&K in the amount of \$106,310.00 subject to final approval of revised route by Eglin AFB.

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 Regular Board Meeting is scheduled for March 19, 2024, at 6pm at HNWS.