



HNWS Regular Board Meeting Agenda
March 19, 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 – Clinton Wells – 30 years

Approval of Minutes and Transcripts

- February 20, 2024, Regular Meeting Minutes and Transcripts

Approval of Memberships

January New Memberships (215) Cancelled Memberships (185) & Transfers (0).

Unfinished Business

None.

New Business

1. CEO Update – Jeff Crigler

Description: Brief updates on the Navarre High School 2024 Touch-a-Truck Event, Forensic Audit progress, and the Santa Rosa County paving agreement.

2. Finance – Review of January 2024 Financials – Jeff Crigler

Description: Presentation of January 2024 financial statements.

Fiscal Impact: N/A

Legal Review: N/A

Staff Recommendation: Approve the January 2024 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. Member Services – Credit Card Fees – Jeff Crigler

Description: As part of the Edmunds Software implementation, Staff has reviewed the fees charged for the various payment methods utilized by our members. Edmunds has presented several options for fees associated with credit card payments that will be processed with the new Edmunds Software.

Fiscal Impact: TBD

Legal Review: N/A

Staff Recommendation: Approve 2.95% transaction fee to be paid by the Member for both online and in person credit card payments and \$1.95 fee for e-checks to be paid by the member.

5. Award of Bid – TCHC Cart Fleet – Jeff Crigler

Description: Bids for a new golf cart fleet lease were solicited January 26. Bids were opened on February 13 with only one bidder. Staff decided to re-advertise and reach out to the other two regional vendors. The bid was re-solicited on February 29 and bids were opened on March 11. Yamaha submitted the low bid for all bid options.

Fiscal Impact: \$8,008.00 monthly

Legal Review: N/A

Staff Recommendation: Award the 48-month lease to Yamaha for the golf cart fleet with lead acid batteries in the amount of \$8,008.00 each month to start December 2024.

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 April 16, 2024, at 6pm at HNWS.