

HILLTOP LAKES W.S.C.  
BOARD MEETING  
February 8, 2024

The monthly meeting of the W.S.C. Board of Directors was held in the W. S. C. Board Room at 21 Hilltop Drive, Hilltop Lakes, TX on February 8, 2024 at 4:00p.m.with the following Board members present:

Floyd Garrison  
Brian Smith

Owen Smith  
Charles Cornelius

William Rowe

Also in attendance: Brandon Kizer and Tiffani McKinney

The meeting was called to order by President Floyd Garrison at 4:00 pm and a quorum was established.

The board went immediately into Executive Session.

Approval of February 2024 Agenda: Mr. Charlie Cornelius made a motion to accept the February 2024 Agenda and Mr. Brian Smith seconded the motion. Motion carried.

Owen Smith gave the invocation.

Approval of January 2024 Minutes: Mr. Charlie Cornelius made a motion to accept the January 2024 minutes as presented and Mr. Owen Smith seconded. There was no discussion and the motion carried.

The Managers Report was given by Brandon Kizer. 709 Meters in service, 1meters replaced, 45 work orders were completed this month. 4,250,270 gallons of water were pumped in January.

Safety: Brandon informed the board that this months safety was regarding road hazard work safety. Awareness of surrounding conditions is important. Utility Work road signs have been ordered along with safety cones.

January was stressful with lots of repairs and maintenance. Brazos Wi-Fi has finished their work on the hill.

TCEQ conducted an investigation related to a complaint. They have sent a letter clearing us of any violations.

Staff is proposing a \$200,000 per year Capital Expenditure Reserve Goal. This can be accomplished through changes to current rates.

Mr. Cornelius made a motion to accept the Manager's report as presented and Mr. Brian Smith seconded. Motion carried.

Tiffani McKinney reviewed her Administrative report and highlighted a few ongoing activities. She stated that there were two Membership transfers in January. Tiffani stated that all year end reports have been filed with the appropriate entities.

Financial Report: The financial report for January 2024 was presented. There were three purchases of significance in January, replacement 2 inch meters, new ERTs and a new pump for the Maintenance plant.

A Letter of Engagement for the Annual Compilation and Return was presented for the Board's review.

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After discussion, Mr. Owen Smith made a motion to accept the Financial Report as presented and Mr. Brian Smith seconded. Motion carried.

Old Business:

Rate/Fee Discussion. The Board re-visited the Rates/Fees currently proposed by the staff. After discussion a motion was made by Owen Smith to lower the included gallons from 3,000 to 2,000 in the monthly minimum fee. In addition, the rates for 1 inch lines will be \$75 for the first 3,000 gallons and 2 inch lines will be \$349 for the first 15,000. The incremental increase will be \$5.04/1,000 gallons. Bulk water will be \$20/1,000. These changes will go into effect on April's billing. Charlie Cornelius seconded the motion. The motion carried.

There being no other business, Mr. Charlie Cornelius made a motion to adjourn and Mr. Brian Smith seconded. Meeting adjourned at 5:21 p.m.

Date: \_\_\_\_\_