



J. HOLCOMB, CHAIRMAN  
J. DAVENPORT, VICE CHAIR  
L. CONRAD, SECY.-TREAS.  
R. HAWES, ASST. SECY.-TREAS.  
J. SMITH, COMMISSIONER  
T. CLOUD, GENERAL COUNSEL  
J. BUNCH, GENERAL MANAGER/CEO

**AGENDA\*\***  
**REGULAR MEETING OF THE**  
**UTILITIES COMMISSION**  
**CITY OF NEW SMYRNA BEACH, FLORIDA**  
**TO BE HELD MONDAY, MARCH 22, 2021,**  
**AT 3:00 P.M. 200 CANAL STREET, DEBERRY**  
**ROOM, 3<sup>RD</sup> FLOOR, NEW SMYRNA BEACH, FL**

**[Pledge / Invocation / and Safety Message: "UCNSB Wetwell Safety" – Brandy Keehn]**

**ROLL CALL**

**1. Agenda Changes, Additions and Deletions**

**2. Public Participation (Virtual Viewing & Limited On-Site w/ Appt.)**

**\*3. Approval of Consent Items**

- a. ✓ Minutes of Final Public Hearings (Nos. 1 & 2) and Regular U.C. Meeting Held 2-22-21  
(Annotated Version) (held on-site w/limited public via appts.) (U.C. and State Requirements)
- b. ✓ Renewal of Annual Contract for Outsourced Utility Locates, for Electric and Water  
Resources Departments – T. West (U.C. and State Requirements)
- c. ✓ Assignment and Assumption of Developer's Agreement for Sarinna Lakes (PSK Sugarmill  
Investment, LLC and Meritage Homes of Florida) – J. Couillard (U.C. and State Requirements)
- d. ✓ Project Approval – Preventative and Corrective Maintenance Project – Line 3 and Line 25  
Subaqueous Cable Crossings – J. Couillard (U.C. and State Requirements)

**4. General Manager's Report – J. Bunch**

- a. Financial Status – February 2021 – E. Chavez
- b. Balanced Scorecard and Enterprise Metrics – February 2021 – E. Chavez

**5. Commission Counsel's Report – General Counsel**

- a. ✓ Florida Statutes Chapter 112 – Section 112.3143 Voting Conflicts Compliance – Publicly  
Enter Chairman Holcomb's Form 8B Into Record (for action taken @ 2-22-21 Regular U.C. Mtg. -  
- T. Cloud AI 7-b.)



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**6. Old Business**

**7. New Business**

- a. ✓ Fiscal Year 2020 Comprehensive Annual Financial Report (Audit) – E. Chavez  
*(U.C. and State /Federal Requirements)*
- b. ✓ Amended/Revised Purchasing Policies and Procedures Manual (Proposed U.C. Resolution No. 2021-04) – E. Chavez *(U.C. and State Requirements)*
- c. ✓ Agreement for Banking Services – Bank of America, N.A. (leveraging City of Orlando’s RFP No. 20-0276) – E. Chavez *(U.C. and State/Federal Requirements)*

**8. Possible Other Business - Time for Commissioners**

✓ A Check Mark Indicates Items Which Commission Approval Has Been Requested On This Agenda  
Please Note -- Most Discussion Items Will Not Have Documentation, Will Be Listed On Agenda Only

- \* Consent items to be approved as recommended or accepted as appropriate without further comments unless discussion is requested by Commissioner.
- \*\* Pursuant to Section 286.0105 of the Florida Statutes, if an individual decides to appeal any decision made by the Utilities Commission, City of New Smyrna Beach, Florida, with respect to any matter considered at a meeting or a hearing, that individual will need a record of the proceedings, and will need to ensure that a verbatim record of the proceedings is made. The transcription of such a verbatim will be provided an individual at a cost to be determined by the Utilities Commission in accordance with the full cost to reproduce such transcriptions and copies.
- \*\* In accordance with the American with Disabilities Act, persons needing special accommodations to participate in this proceeding should contact the individual or agency sending this notice as soon as possible but no later than two days prior to the proceeding at the address given on the notice.