



W. BIEDENBACH, CHAIRMAN  
J. HOLCOMB, VICE CHAIRMAN  
L. CONRAD, SECY.-TREAS.  
J. DAVENPORT, ASST. SECY.-TREAS.  
R. HAWES\*, COMMISSIONER  
(\*Appt. by City Commission 6-9-20)  
T. CLOUD, GENERAL COUNSEL  
J. BUNCH, GENERAL MANAGER/CEO

**AGENDA\*\*\***  
**VIRTUAL MEETING /**  
**REGULAR MEETING**  
**OF THE UTILITIES COMMISSION**  
**CITY OF NEW SMYRNA BEACH, FLORIDA**  
**TO BE HELD MONDAY, JULY 27, 2020, AT 3:00 P.M.**  
**200 CANAL STREET, DEBERRY ROOM, 3<sup>RD</sup> FLOOR**  
**NEW SMYRNA BEACH, FLORIDA**  
Webex Meeting Number/Access code: 132 417 5421  
Phone +1-510-338-9438

**ROLL CALL**

**RESULTS OF U.C. MEETING**

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

**2. Public Participation\* (Virtual)**

**\*\*3. Approval of Consent Items (APPROVED)**

- a. ✓ Minutes of Public Hearing and Regular U.C. Meeting Held 6-22-20 (*held via Webex Mtg. No. 132 522 7418*) (*U.C. and State Requirements*)
- b. ✓ Granted and Accepted Third Party Utility Easement (Tractor Supply Project - HSC NSB, LLC and Rajesh K. Ailani; and Beacon Apartments Project – Beacon Residences, LLC) – J. Couillard (*U.C. and State Requirements*)
- c. ✓ Renewal of Port Orange / UCNSB Interlocal Agreement for Potable Water and Reclaimed Water Interconnects – J. Couillard (*U.C. and State Requirements*)
- d. ✓ Remote Terminal Units (RTU's) Expansion and Enclosure Project (Sole Sources - OSI and Belcher Inc.) – B. Keehn and T. Beyrle (*U.C. and State Requirements*)
- e. ✓ Project Approval – I-95 and Pioneer Trail Interchange (FDOT) - (Sole Source FDOT Design Engineer Stantec Consulting Services Inc.) – J. Couillard (*U.C. and State Requirements*)
- f. ✓ Project Approval – South Beach Pump Station Upgrades Project (ITB #26-20 Award Pending) – J. Couillard (*U.C. and State Requirements*)
- g. ✓ RSQ No. 20-20 – Continuing Professional Hydrogeological Services ( Recommend Selection of Kimley-Horn) – J. Couillard (*U.C. and State Requirements*)
- h. ✓ Project Approval – Sugar Mill Drive 20-Inch Reclaimed Water Main Relocation Project (ITB #27-20 Award Pending) – J. Couillard (*U.C. and State Requirements*)

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

- a. Financial Status – June 2020 – E. Chavez **(JUNE YEAR TO DATE, POSITIVE CHANGE IN NET ASSETS OF ABOUT ONE MILLION, DRIVEN BY LOWER REVENUE DUE TO FUEL CHARGE SET FOR ZERO FOR MAY AND JUNE. INCREASED OPERATING EXPENSES DURING JUNE - SERIES 2020 BOND ISSUANCE COSTS EXPENSED, ALSO LOWER CAPITAL CONTRIBUTIONS. YTD CAPITAL EXPENDITURES \$8.3 MILLION, \$1.7 MILLION MORE THAN MAY. COMPRISED OF \$3.5 MILLION IN ANNUAL PROJECTS AND \$4.8 MILLION IN MAJOR PROJECTS)**

**(PROVIDED UPDATE ON FULL YEAR CAPITAL FORECAST – FY2020 BUDGET HAD BEEN \$19.9 MILLION, REVISED TO \$13 MILLION. PROVIDED ANNUAL AND MAJOR PROJECT DETAILS – THE DECREASES IN AMOUNTS, ASSOCIATED DELAYS (COVID RELATED, DEVELOPER'S CONSTRUCTION, SCHEDULING TRANSMISSION LINE OUTAGES, ETC.), AND EXPLAINED SOME CAPITAL PROJECTS HAD BEEN RE-SCHEDULED AND INCLUDED IN FY2021 BUDGET)**



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## RESULTS OF U.C. MEETING – PAGE 2 OF 3

### 4. General Manager's Report – J. Bunch (CONT.)

a. Financial Status – June 2020 – E. Chavez (CONT.) (DISCUSSED OPERATIONAL STATISTICS. PURCHASED POWER COSTS \$6.31 PER MWh LOWER THAN PRIOR YEAR. CONTINUING CUSTOMER GROWTH. MONTHLY OPERATING LOSS - \$1.8 MILLION MORE THAN PRIOR YEAR DRIVEN BY FUEL CHARGE SET TO ZERO FOR TWO MONTHS AND INCREASED DEPRECIATION AND AMORTIZATION. CONTROLLABLE O&M EXPENSES WERE ESSENTIALLY FLAT TO PRIOR YEAR. JUNE 2020 CHANGE IN NET ASSETS WAS \$1 MILLION. LESS THAN PRIOR YEAR DUE TO LOWER CONTRIBUTED CAPITAL, FUEL CHARGE SUSPENSION, INCREASED DEPRECIATION AND AMORTIZATION, SERIES 2020 BOND ISSUANCE COSTS, AND LOWER INTEREST EARNINGS)

(ACCOUNTS RECEIVABLE COLLECTIONS UPDATE – U.C. RESUMED NORMAL BILLING AND COLLECTIONS PROCESSES ON 7-1-20. PRO-ACTIVE, ONGOING CUSTOMER INTERACTIONS TO AVOID UTILITY SERVICE DISCONNECTIONS IS CONTINUING. RECENT REPORT REFLECTED A CONTINUING, STEADY DECREASE IN BILLS IN ARREARS AND ALSO POTENTIAL AT RISK REVENUE. CHAIRMAN BIEDENBACH THANKED UC STAFF FOR THEIR EXTRA EFFORTS TO AVOID AND MITIGATE CUSTOMER DISCONNECTS)

b. Balanced Scorecard and Enterprise Metrics – June 2020 – E. Chavez (THIS ITEM WAS INCLUDED IN FINANCIAL PRESENTATION. SPECIFIC TO CUSTOMER SERVICES, 98% OF CALLS ANSWERED W/I 60 SECONDS IN JUNE. DUE TO LOBBY CLOSED FOR COVID, THIS HAS SUPPORTED AN INCREASED FOCUS ON CUSTOMER PHONE CONTACTS. ALSO HAVE INCREASED USAGE OF ELECTRONIC PAY OPTIONS, DRIVE-THRU, AND DROP BOX)

c. Southeast Volusia Sci-Tech – Support Request – J. Bunch (APPROVED EXECUTION OF REQUESTED PLEDGE – U.C. WILL SUPPORT SCHOOL CURRICULUM VIA TECHNICAL SPEAKERS, MENTORING, JOB SHADOWING, VOLUNTEERS, ETC. COMMISSIONERS ALSO CONFIRMED SIMILAR SUPPORT WILL BE CONTINUING FOR ALL SCHOOLS)

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

- a. ✓ Ratification and Emergency Declaration Extension Resolution (Proposed U.C. Resolution No. 2020-10) – T. Cloud/GrayRobinson (U.C. and State Requirements) (APPROVED UC RESOLUTION NO. 2020-10, EFFECTIVE IMMEDIATELY UPON PASSAGE. ADDRESSES RATIFICATION OF ALL ITEMS APPROVED BY UCNSB WITHOUT A QUORUM IN ATTENDANCE AT THE PUBLIC MEETINGS AND ALSO EXTENSION OF THE EXISTING EMERGENCY DECLARATION)
- b. Discussion Item – Interlocal Agreement with City of New Smyrna Beach – T. Cloud/GrayRobinson (U.C. and State Requirements) (GENERAL COUNSEL INDICATED THE CITY COMMISSION AGREED WITH HIS SUGGESTED ALTERNATIVE TO CHARTER AMENDMENTS – AN INTERLOCAL AGREEMENT. PROMISED, ON THE U.C.'S BEHALF, THAT AN INTERLOCAL AGREEMENT WOULD BE CONCLUDED. GOAL IS TO HAVE AN AGREEMENT THIS FALL, BEFORE THANKSGIVING. WILL BE ADDRESSING THIS ISSUE INDIVIDUALLY WITH THE U.C. COMMISSIONERS AND GM-CEO AND DIRECTORS OF FINANCE AND ENGINEERING)



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**5. Commission Counsel's Report – General Counsel (CONT.)**

- b. Discussion Item – Interlocal Agreement with City of New Smyrna Beach – T. Cloud/  
GrayRobinson **(CONT.) (ALSO STATED MR. CLOUD WILL BE WORKING ON THIS  
AGREEMENT WITH THE CITY ATTORNEY) (GM-CEO INDICATED, AS DISCUSSED WITH  
GENERAL COUNSEL, ONCE INTERLOCAL AGREEMENT IS FINISHED, WILL SERVE AS A  
REFERENCE IF QUESTIONS COME UP AGAIN ABOUT SALE OR LEASE OF LAND)**

**6. Old Business**

**(GM-CEO PROVIDED UPDATE BEFORE CONSIDERATION OF AGENDA ITEM 6-a. – THE TWO  
ELECTRIC VEHICLE WRAPS SHOULD BE COMPLETED IN EARLY AUGUST)**

- a. ✓ Completion of Formal Actions of Approval for Proclamation and U.C. Resolution –  
J. Bunch *(from 6-22-20 U.C. Mtg. – AI's 4-a and 8-a) (U.C. and State Requirements)*  
**(FORMAL ACTION TO APPROVE LAST MONTH'S PROCLAMATION HONORING DAVE  
HOOVER AND UC RESOLUTION NO. 2020-09 HONORING SERVICE OF FORMER  
COMMISSIONER LEE GRIFFITH)**

**7. New Business**

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

**(COMMS. DAVENPORT PROVIDED COMMENTS REGARDING A CONFIRMED CYBERBULLYING  
INCIDENT AGAINST HIM THAT ALSO BROUGHT IN THE U.C.; WANTED TO SHARE THIS WITH THE  
COMMISSION AND APOLOGIZE. ADDITIONALLY EXPLAINED ASSOCIATED LEGAL PROCESSES ARE  
ONGOING BEYOND INITIAL CYBERBULLYING CHARGE)**

**(CHAIRMAN BIEDENBACH PASSED ALONG COMMENDATIONS FROM TWO CUSTOMERS FOR THE  
PROFESSIONALISM AND WORK PERFORMED BY U.C. EMPLOYEES IN CLEARING UP THEIR RECENT  
SEWER BACKUPS)**

✓ A Check Mark Indicates Items Which Commission Approval Has Been Requested On This Agenda  
**Please Note B 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.