



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, AUGUST 23, 2021,**  
**AT 3:00 P.M.\* 200 CANAL STREET, DEBERRY**  
**ROOM, 3<sup>RD</sup> FLOOR, NEW SMYRNA BEACH, FL**

(REINSTATED COVID PROTOCOLS – MTG. APPTS., MASKS & TEMP. PRE-SCREENINGS)

## RESULTS OF UC MEETING

**Pledge / Invocation / and Safety Message by Efren Chavez: School Safety Protocols – Volusia County (DIRECTOR OF FINANCE/CFO PROVIDED A BRIEF WESH 2 NEWS LOCAL VIDEO ON THIS TOPIC. ALSO INDICATED UCNSB AWARENESS OF SIMILAR SAFETY PROTOCOLS AND MENTIONED UCNSB EMPLOYEES' VOLUNTARY PARTICIPATION IN THE RECENT COMMUNITY BACK TO SCHOOL SUPPLY DRIVE)**

### ROLL CALL

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

- a ✓ Presentation – Appreciation for Honorable Service – Jack Holcomb  
(Proposed U.C. Resolution No. 2021-09) **(GM-CEO READ THE PROPOSED RESOLUTION NO. 2021-09 WHICH THEN PASSED UNANIMOUSLY. MAYOR OWENS AND CITY MANAGER RESHEIDAT PROVIDED COMMENTS RE: PAST AND CURRENT COMMUNITY SERVICE. MAYOR ALSO PRESENTED THE UCNSB PLAQUE TO CHAIRMAN HOLCOMB FOR HIS SIX CONSECUTIVE YEARS OF SERVICE AS A UTILITIES COMMISSIONER. CHAIRMAN HOLCOMB THANKED ALL FOR THE SUPPORT RECEIVED AND THE NUMEROUS ACCOMPLISHMENTS REALIZED AT UCNSB AND AT THE CITY OF NSB DURING HIS TERMS)**

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

#### **2. Public Participation**

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

**(COMMS. DAVENPORT PULLED ITEM 3-e. FOR DISCUSSION. AFTER COMMENTS, APPROVED AS SUBMITTED)**

- a. ✓ Minutes of Regular U.C. Meeting Held 7-26-21 (Included 2 Preliminary Public Hearings)  
(Annotated Version) (U.C. and State Requirements)
- b. ✓ Granted and Accepted Third Party Utility Easements (3) – J. Couillard (U.C. and State Requirements)
- c. ✓ Interlocal Fuel Agreement – Volusia County – B. Beck (U.C. and State Requirements)
- d. ✓ Feeder Reliability Improvement – Level 1 Projects Continued – Eight Remaining Projects – J. Couillard (U.C. and State Requirements)
- e. ✓ Washington Street NSB Streetscape Project – KCI Technologies, Inc. (Electric Design) – J. Couillard (U.C. and State Requirements)
- f. ✓ New Regional Lift Station – Airport Road Project - J. Couillard  
(U.C., State & Federal Requirements)
- g. ✓ Purchase of Portable and Mobile Radio Communication Equipment – Participation in Volusia County 800 MHz Communication System – B. Keehn  
(U.C., State & Federal Requirements)



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**RESULTS OF UC MEETING (CONT.)**

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

- a. Financial Status – July 2021 – E. Chavez **(PRESENTED AND DISCUSSED JULY 2021 FINANCIAL PERFORMANCE SLIDES. CHANGE IN NET ASSETS OF ABOUT \$3.8 MILLION, DRIVEN BY INCREASED REVENUE AND HIGHER CAPITAL CONTRIBUTIONS. YEAR OVER YEAR REVENUES GREATER THAN LAST YEAR DUE TO DISCONTINUED FUEL CHARGE FOR TWO MONTHS LAST YEAR - \$1.6M, WITH INCREASED RECLAIMED AND WATER USAGES, OFFSET BY INCREASED OPERATING EXPENSES AND HIGHER DEBT EXPENSE. FYTD CAPITAL EXPENDITURES AT \$13.1 MILLION - \$7.3M IN MAJOR AND \$5.8M IN ANNUAL PROJECTS. FORECASTING TOTAL SYSTEM CIP AT APPROX. \$15.5M FY END. JULY YTD INCOME LOSS OF \$370,000 COMPARED TO LAST YEAR'S \$847,000 LOSS. CONTINUING YEAR OVER YEAR CUSTOMER GROWTH, AND EXPECTED TO CONTINUE AS MORE RESIDENTIAL DEVELOPMENTS ARE COMPLETED. NET ASSETS, \$2 MILLION YTD, \$3.8M JULY YEAR TO DATE, SIMILAR DRIVERS AS DEPICTED FOR INCOME LOSS. INCREASED CAPITAL CONTRIBUTIONS, AT \$4.9M JULY YTD, APPROX. A MILLION GREATER THAN PRIOR YEAR. CAPITAL CONTRIBUTIONS ARE \$1.3M IN CASH, \$1.7M IN EASEMENTS, AND \$1.9M IN CONTRIBUTED ASSETS)**
- b. Balanced Scorecard and Enterprise Metrics – July 2021 – E. Chavez **(KPI'S MAINLY GREEN EXCEPT FOR PMVA AND SAIFI. NO ADDITIONAL PMVA'S. DURING JUNE AND JULY HELD VIRTUAL DEFENSIVE DRIVING COURSES. ALSO DEVELOPED SAFETY HANDBOOK, TO BE DISTRIBUTED SOON. RELIABILITY EQUIPMENT INSTALLATIONS - TRIPSAVERS AND RECLOSURES, ONGOING TO ASSIST IN MINIMIZING FREQUENCY OF ELECTRICAL OUTAGES OF SAIFI METRIC. IMPLEMENTATION OF THESE DEVICES WILL SUPPORT IMPROVEMENTS OVER THE NEXT TWO TO THREE YEARS. HAD A DECREASE IN THE NUMBER OF ACCOUNTS PULLED FOR DISCONNECTION, MONTH TO MONTH, AND HAD THE BEST MONTH IN LAST TWO YEARS ON ACCOUNTS RECEIVABLES – OVER 98% CURRENT, LESS THAN 30 DAYS OLD. GREAT ACCOMPLISHMENT, EVEN DURING COVID. MAINLY DUE TO EMPLOYEE FOCUS ON WORKING WITH CUSTOMERS. ALSO MENTIONED REVIEW OF THE U.C.'S INVESTMENT POLICY UNDERWAY, TO ENSURE BEST PRACTICES APPROACH AND UPDATED LANGUAGE. WILL ADDITIONALLY BE LEVERAGING FMPA'S ASSISTANCE, AT NO INCREMENTAL COST TO U.C., TO ASSIST IN INVESTMENT OF SOME OF THE BOND PROCEEDS. FOCUS REMAINS ON PRESERVATION OF CAPITAL AND EARNING AS MUCH YIELD AS POSSIBLE)**
- c. ✓ Approval of Commissioner's Travel Expenses – FMEA/FMPA 2021 Annual Conference – Comms. Smith – E. Chavez **(U.C. and State Requirements) (APPROVED – TOTAL AMOUNT OF \$782.14)**
- d. ✓ Approval of Commissioner's Travel Expenses – FMEA/FMPA 2021 Annual Conference – Comms. Davenport – E. Chavez **(U.C. and State Requirements) (APPROVED – TOTAL AMOUNT OF \$1,686.88. INCREASED AMOUNT IN COMPARISON DUE TO COMMS. SMITH RECEIVING FMEA POLICYMAKER'S SCHOLARSHIP (1 PER ENTITY) AND COMPLETION OF ENTIRE CONF. PROGRAM – 1 ADDITIONAL DAY AT HOTEL)**



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**RESULTS OF UC MEETING (CONT.)**

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

e. Update on UCNSB Branding Initiative – B. Beck **(NO ACTION REQUESTED – INFORMATIONAL ONLY. INDICATED A PRIOR REBRANDING INITIATIVE HAD BEEN POSTPONED UNTIL ACTIONS HAD BEEN REALIZED IN BECOMING THE UTILITY ENVISIONED. HAVE NOW COMPLETED STUDIES DEPICTING SYSTEM PRIORITIES AND A ROADMAP ROUTING THE UC TO BECOMING THE UTILITY OF THE FUTURE. AFTER CONFIRMING WITH CHAIRMAN HOLCOMB, A CONSULTANT WAS HIRED, CURRENTLY DEVELOPING A BASIC MODERNIZED BRAND THAT COMPLEMENTS ALL THE WORK BEING DONE TO MODERNIZE UCNSB SYSTEMS FOR THE BENEFIT OF OUR COMMUNITY AND OUR CUSTOMERS. UPON COMPLETION, A FINAL WORK PRODUCT WILL BE COMMUNICATED TO THE COMMISSION. ALSO STRESSED THIS WOULD NOT BE AN EXTRAVAGANT REBRANDING EVENT) (CHAIRMAN HOLCOMB COMMENDED STAFF FOR THE INTEGRITY IN THEIR PROCESS ON THIS MATTER, INDICATING DUE TO BUDGET AMOUNT, THIS ITEM DID NOT NEED TO BE BROUGHT FORTH FOR COMMISSION APPROVAL BUT STAFF TOOK THE TIME TO EXPLAIN AND INCLUDE)**

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

- a. ✓ Modification to Management and Governance Guidelines – Proposed Resolution No. 2021-10- T. Cloud **(APPROVED RESOLUTION NO. 2021-10) (ALSO EXPLAINED PURPOSE WAS TO REPEAL A 2009 ADMINISTRATIVE POLICY AND REPLACE WITH A DIVISION OF POLICY DEVELOPMENT, INTERNAL VS. EXTERNAL, AND ALIGN WITH GM-CEO JOB SUMMARY AND EMPLOYMENT CONTRACT AND U.C. COMMISSION POLICIES)**
- b. ✓ Exclusive Road Easement Agreement for Williamson Boulevard Extension – T. Cloud **(APPROVED EXCLUSIVE ROAD EASEMENT AGREEMENT SUBJECT TO NEW SMYRNA BEACH CITY COMMISSION APPROVAL OF THE AGREEMENT) (G.C. CLOUD PROVIDED DETAIL ON BACKGROUND AND CONSIDERATIONS NEEDED FOR THE INTERESTS OF APPROX. FIVE STAKEHOLDERS\* IN THIS PROPOSED THOROUGHFARE/PARALLEL ROAD FACILITY FOR I-95. \*VOLUSIA COUNTY, FDOT, LANDOWNERS – INC. UCNSB, AND CITY OF NSB. CHAIRMAN HOLCOMB ALSO PROVIDED SOME BACKGROUND. GLENN STORCH (ATTNY. FOR A LANDOWNER) MENTIONED UCNSB WOULD BE RECEIVING IMPACT FEE CREDITS AND MENTIONED IN ADDITION TO BEING A PARALLEL ALTERNATE TO I-95, THIS ROADWAY WILL BE NEEDED TO SUPPORT A NEW INTERSTATE INTERCHANGE, COMING IN AT PIONEER TRAIL WITHIN FIVE YEARS. CHAIRMAN HOLCOMB COMMENDED ALL PARTIES INVOLVED FOR THEIR DUE DILIGENCE OVER THE LAST TWO YEARS TO FINALIZE)**

**6. Old Business**

**7. New Business**

- a. ✓ Proposed U.C. Resolution No. 2021-07 – Modifying Rates, Charges and Fees Related to Electric Service – E. Chavez *(U.C. and State Requirements)* **(APPROVED RESOLUTION NO. 2021-07, RATES AND FEES EFFECTIVE 10-1-21)**



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**RESULTS OF UC MEETING (CONT.)**

**7. New Business (CONT.)**

- b. ✓ Proposed U.C. Resolution No. 2021-06 – Modifying Rates, Charges and Fees Related to Water, Wastewater and Reclaimed Water Service – E. Chavez (*U.C. and State Requirements*)  
**(APPROVED RESOLUTION NO. 2021-06, RATES AND FEES EFFECTIVE 10-1-21, AND ADDITIONAL RATES EFFECTIVE 10-1-22, AND 10-1-23)**
- c. ✓ Risk Management Insurance Coverage for FY2022 – (FMIT and CHUBB) - B. Beck (*U.C. and State Requirements*) **(APPROVED CONTINUANCE OF RISK MANAGEMENT INSURANCE COVERAGES FOR FY2022 WITH CARRIERS / COVERAGES LISTED ON AGENDA ITEM, IN AMOUNT OF \$487,578 AND AN ESTIMATED AMOUNT FOR CHUBB OF \$15,132\*, ALL TO BE EFFECTIVE 10-1-21 THRU 9-30-22. \*AWAITING FORMAL RENEWAL FOR CHUBB, WILL BRING BACK FOR COMMISSION RATIFICATION IF EST. AMT. EXCEEDED. ALSO CONFIRMED FLOOD INSURANCE COVERAGE WAS SEPARATE)**

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

*(Note – Item 8-a. placed at beginning of agenda for early consideration during this meeting)*

**(VICE CHAIRMAN DAVENPORT THANKED CHAIRMAN HOLCOMB FOR HIS LEADERSHIP AND KNOWLEDGE IMPARTED DURING HIS SERVICE AT UCNSB) (COMMS. CONRAD AND SMITH CONCURRED) (CHAIRMAN HOLCOMB THANKED ALL COMMISSIONERS AND STAFF AND INDICATED HIS SUPPORT WOULD CONTINUE FOR UCNSB AND THIS COMMUNITY)**

✓ 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

- \* After two final public hearings for: 1) Proposed Revisions to UCNSB's Electric Service Rates and Miscellaneous Service Fees (increases) and 2) Proposed Revisions to UCNSB's Water, Irrigation, Wastewater and Reclaimed Water Service Rates and Miscellaneous Service Fees (increases).
- \*\* 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.



**(FINAL P.H. NO. 1)**

**AGENDA\***  
**A FINAL PUBLIC HEARING OF THE UTILITIES COMMISSION**  
**CITY OF NEW SMYRNA BEACH, FLORIDA**  
**TO BE HELD MONDAY, AUGUST 23, 2021, AT 3:00 P.M.**  
**200 CANAL STREET, NEW SMYRNA BEACH, FLORIDA**

**RESULTS OF FINAL PUBLIC HEARING NO. 1**

- 1. REGARDING PROPOSED REVISIONS TO UCNSB'S ELECTRIC SERVICE RATES AND MISCELLANEOUS SERVICE FEES (INCREASES).  
(CONDUCTED FINAL PUBLIC HEARING NO. 1 AS FIRST ITEM OF BUSINESS)**

**CHAIRMAN OF THE COMMISSION OPENS THE FINAL PUBLIC HEARING BY ROLL CALL. (COMPLETED – A MAJORITY AND LEGAL QUORUM OF THE U.C. COMMISSIONERS WERE IN ATTENDANCE – ONE ABSENT)**

**UC GENERAL COUNSEL READS THE NOTICE OF PUBLIC HEARING AND PROPOSED RESOLUTION BY TITLE ONLY. (GENERAL COUNSEL READ THE TITLE OF PROPOSED RESOLUTION NO. 2021-07)**

**CHAIRMAN THEN ASKS FOR ANY COMMENTS FOR OR OPPOSED TO THE PROPOSED REVISIONS TO UCNSB'S ELECTRIC SERVICE RATES AND MISCELLANEOUS SERVICE FEES (INCREASES). (THERE WERE NO COMMENTS FOR OR OPPOSED TO THE PROPOSED ELECTRIC RATES OR FEES)**

**AFTER COMMENTS, CHAIRMAN CLOSSES THIS FINAL PUBLIC HEARING. (FINAL PUBLIC HEARING NO. 1 CONCLUDED AT 3:03 PM)**

**\*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.**

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**RESULTS OF FINAL PUBLIC HEARING NO. 2**

- 1. REGARDING PROPOSED REVISIONS TO UCNSB'S WATER, IRRIGATION, WASTEWATER AND RECLAIMED WATER SERVICE RATES AND MISCELLANEOUS SERVICE FEES (INCREASES). (CONDUCTED FINAL PUBLIC HEARING NO. 2 IMMEDIATELY AFTER PUBLIC HEARING NO. 1)**

**CHAIRMAN OF THE COMMISSION OPENS THE FINAL PUBLIC HEARING BY ROLL CALL. (COMPLETED – SAME IN ATTENDANCE DURING PUBLIC HEARING NO. 1 – A MAJORITY AND LEGAL QUORUM OF THE U.C. COMMISSIONERS WERE IN ATTENDANCE – ONE ABSENT)**

**UC GENERAL COUNSEL READS THE NOTICE OF PUBLIC HEARING AND PROPOSED RESOLUTION BY TITLE ONLY. (GENERAL COUNSEL READ THE TITLE OF PROPOSED RESOLUTION NO. 2021-06)**

**CHAIRMAN THEN ASKS FOR ANY COMMENTS FOR OR OPPOSED TO THE PROPOSED REVISIONS TO UCNSB'S WATER, IRRIGATION, WASTEWATER AND RECLAIMED WATER SERVICE RATES AND MISCELLANEOUS SERVICE FEES (INCREASES). (THERE WERE NO COMMENTS FOR OR OPPOSED TO THE PROPOSED WATER, IRRIGATION, WASTEWATER AND RECLAIMED WATER RATES OR FEES)**

**AFTER COMMENTS, CHAIRMAN CLOSES THIS FINAL PUBLIC HEARING. (FINAL PUBLIC HEARING NO. 2 CONCLUDED AT 3:05 PM)**

**\*After Final Public Hearing No. 1 regarding proposed revisions to UCNSB's electric service rates and misc. service fees (increases).**

**\*\*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.**

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