



VACANT, CHAIRMAN
J. HOLCOMB, VICE CHAIRMAN
L. CONRAD, SECY.-TREAS.
J. DAVENPORT, ASST. SECY.-TREAS.
R. HAWES, COMMISSIONER
J. SMITH, COMMS.-ELECT
(APPTD. 8-25-20)
T. CLOUD, GENERAL COUNSEL
J. BUNCH, GENERAL MANAGER/CEO

AGENDA**
REGULAR (REORGANIZATIONAL)
MEETING OF THE
UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
TO BE HELD MONDAY, SEPTEMBER 28, 2020,
AT 3:00 P.M. 200 CANAL STREET, DEBERRY
ROOM, 3RD FLOOR NEW SMYRNA BEACH, FL

RESULTS OF U.C. MEETING

ADMINISTER OATH OF OFFICE TO JAMES N. SMITH - MAYOR RUSS OWEN
(COMMS. SMITH APPOINTED BY THE CITY OF NSB ON 8-25-20 FOR A THREE-YEAR TERM ENDING 9-2023)

ROLL CALL

I. Reorganizational Item

- a. ✓ Election of Officers (After election, if requested, brief recess for seating and title reorganization)
(OFFICERS ELECTED FOR FY2021: CHAIRMAN HOLCOMB; VICE CHAIR DAVENPORT; SECRETARY-TREASURER CONRAD;
ASST. SECY.-TREAS. HAWES, AND COMMISSIONER SMITH)
- b. ✓ U.C. Regular Meeting Schedule for Calendar Year 2021 (APPROVED)

1. Agenda Changes, Additions and Deletions (MOVED AGENDA ITEM 8-a. UP ON AGENDA
PRESENTATION TO FORMER CHAIRMAN BILL BIEDENBACH FOR HONORABLE SERVICE AS A U.C. COMMISSIONER FOR
NINE CONSECUTIVE YEARS – U.C. RESOLUTION NO. 2020-12)

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

- a. Request to Appear – Donna Athearn / Corbin Park Sewer System Plans (MS. ATHEARN
REQUESTED CONSIDERATION BY THE U.C. FOR INCLUSION IN PLANNING FOR FUTURE SANITARY SEWER SYSTEMS IN AREAS
SURROUNDING THE TURNBULL CREEK ESTUARY; I.E., CORBIN PARK AND ELLISON ACRES. INDICATED THERE WAS A PRIORITY
NEED DUE TO FLOODING AND CONTINUED GROWTH IN THIS AREA AND NUMEROUS OLDER SEPTIC TANKS AND DRAIN FIELD
SYSTEMS FAILING) (U.C. GM-CEO INDICATED A FEASIBILITY STUDY IS ALREADY PLANNED BETWEEN THE U.C. AND CITY OF
NSB TO DETERMINE PRIORITY AREAS BASED ON ENVIRONMENTAL AND COSTS. IF AN AREA IS NOT DETERMINED A PRIORITY
IN THIS STUDY, OR AN AREA DOES NOT WANT TO WAIT FOR COMPLETION OF THE STUDY, THEN THERE IS ALSO AN OPTION
FOR SANITARY SEWER TO MOVE FORWARD BY RESIDENT-DRIVEN INITIATIVES. U.C. ENGINEERING WILL BE THE CONTACT
FOR THE PROVISION OF ASSOCIATED INFORMATION AND UPDATES) (MS. ATHEARN WAS THANKED BY THE COMMISSION
FOR HER PARTICIPATION, ALONG WITH A REQUEST TO PROVIDE ANY ADDITIONAL INFORMATION ACQUIRED TO DATE)

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

(SUBSEQUENT BRIEF DISCUSSION ON AI 3-c. RE: RATIFICATION AND PROJECT APPROVAL PROCESS DURING 7-c.)

- a. ✓ Minutes of Regular U.C. Meeting Held 8-24-20 (held via Webex Mtg. No. 132 789 0894)
(U.C. and State Requirements)
- b. ✓ Minutes of U.C. Workshop Meeting Held 8-19-20 (held via Webex Mtg. No. 132 644 5073)
(U.C. and State Requirements)
- c. ✓ Ratification – ITB 26-20 – South Beach Pump Station Upgrades and Approval of
Increased Project Amount (Recommend award to McMahan Construction Co., LLC)
– J. Couillard (U.C. and State Requirements)
- d. ✓ Granted and Accepted Third Party Utility Easement (Planet Fitness – RCC New Smyrna
Beach Shopping Center, LLC, and Coastal Woods – Elbert Land Company LLC) –
J. Couillard (U.C. and State Requirements)
- e. ✓ Developer’s Infrastructure, Capacity and Inspection Agreement– Coral Villas (fka North
Causeway Townhomes) – Coral Ville, LLC - J. Couillard (U.C. and State Requirements)
- f. ✓ Ratification of Annual Purchase of Polymer, FY2021 Renewal (Recommend Award to
Polydyne, Inc. based on ITB-UT-18-64 City of Palm Coast – Piggyback Agreement) –
T. West (U.C. and State Requirements)



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RESULTS OF U.C. MEETING

4. General Manager's Report – J. Bunch

- a. Introduction of Interim Director, Electric Operations – Michael Schings
(BRIEF BIO PROVIDED BY MR. SCHINGS)
- b. Financial Status – August 2020 – E. Chavez (AUGUST 2020 BUSINESS PERFORMANCE RESULTS PRESENTATION PROVIDED. YEAR TO DATE REFLECTS A POSITIVE CHANGE IN NET ASSETS OF \$2.6 MILLION. YTD CAPITAL EXPENDITURES APPROX. \$10.3 MILLION – EXPECT TO BE ABOUT \$12.5 MILLION AT FY END, WITHIN HALF A MILLION OF \$13 MILLION FORECAST PROVIDED TWO MONTHS AGO. NOTED U.C.'S PURCHASED POWER COSTS AT \$41.01 PER MWH - \$5.31 OR 11.5% LOWER THAN PRIOR YEAR. UTILITY SYSTEM VOLUMES IN ALL UTILITIES WERE HIGHER THAN YEAR BEFORE; CONTINUED TO BE HIGHER THAN PRIOR MONTH DURING ENTIRE FISCAL YEAR. CUSTOMER COUNTS CONSISTENTLY HIGHER THAN YEAR BEFORE, WITH CONTINUING GROWTH ON WEST END AND ONGOING FILL IN GROWTH. INCOME LOSS YTD NEGATIVE \$285,000 – LARGEST DRIVER \$1.6 MILLION DUE TO FUEL CHARGE SET TO ZERO. A NET PURCHASED POWER FAVORABILITY OF \$705,000 OVER LAST YEAR, \$578,000 ELECTRIC AND RECLAIMED REVENUES HIGHER THAN PRIOR YEAR, PLUS THE \$275,000 AT&T SETTLEMENT. WITHOUT ZERO FUEL CHARGE YE COMPARISON WOULD HAVE BEEN A POSITIVE \$1.3 MILLION. ACCOUNT RECEIVABLES / COLLECTIONS BACK TO PRE-COVID LEVELS – 98.4% LESS THAN 30 DAYS OLD. CFO ALSO PROVIDED UPDATE ON MUTUAL AID OPPD INVOICE – NEGOTIATED SETTLEMENT AMOUNT OF \$67,000)
- c. Balanced Scorecard and Enterprise Metrics – August 2020 – E. Chavez
(MONTHLY METRICS UPDATE INCLUDED IN BUSINESS PERFORMANCE RESULTS PRESENTATION – MAINLY GREEN)

5. Commission Counsel's Report – General Counsel

- a. Florida Statutes Chapter 112 - Section 112.3143 Voting Conflicts Compliance – Publicly Read Commissioner Holcomb's Form 8B into Record (GENERAL COUNSEL INDICATED FORM DID NOT NEED TO BE READ INTO THE RECORD, IT IS JUST ENTERED INTO THE RECORD) (GENERAL COUNSEL ADDITIONALLY PROVIDED A STATUS UPDATE ON LEGAL ITEMS – STILL WORKING ON INTERLOCAL AGREEMENT DRAFT BETWEEN CITY OF NSB AND U.C.; HYPOWER TRIAL CONCLUDED – NO RESULT YET; WORKING ON RATE STRUCTURE ISSUES THAT WILL COME TO THE COMMISSION WHEN THE RATE STUDY IS COMPLETED; AND AT&T AGREEMENT IN FINAL STAGES – WORKING OUT A GO-FORWARD NUMBER. ALSO COMMENTED RE: AFTER CONSTRUCTION EXTENSION OF SEWERS, HAVE TO DETERMINE A DESIGN AND COST, BUT USUALLY THREE POTS OF MONEY OR OPTIONS FOR FUNDING – GRANTS AND/OR SRF PROGRAM (STATE REVOLVING FUND – FDEP), CIAC (CONTRIBUTIONS IN AID OF CONSTRUCTION), AND SPECIAL ASSESSMENTS (PAYMENT OVER TIME AND BY CITY/COUNTY). ALSO CAUTIONED EXISTING STATE FUNDING SHORTFALL DUE TO COVID)

6. Old Business

7. New Business

- a. ✓ Risk Management Insurance Coverage for FY2021 (FMIT and CHUBB) – B. Pitcher
(U.C., State, & Federal Requirements) (APPROVED CONTINUANCE OF RISK MANAGEMENT INSURANCE COVERAGES FY2021, WITH LISTED CARRIERS/COVERAGES FOR TOTAL PREMIUM AMOUNT OF \$420,003)
- b. ✓ New Compensation Program Policy – B. Pitcher (U.C., State, & Federal Requirements)
(APPROVED POLICY AS SUBMITTED)
- c. ✓ Revised Purchasing Policies and Procedures Manual (Resolution No. 2020-13) – E. Chavez (U.C., State, & Federal Requirements) (APPROVED MANUAL AS SUBMITTED – U.C. RESOLUTION NO. 2020-13) (CFO ALSO PROVIDED INFO. RE: PURCHASING MANUAL IN FINANCIAL PRESENTATION: KEY UPDATES, PRE SPENDING LIMITS, PRE AND FINANCIAL APPROVAL LEVELS, AND PRE PROCESS FLOW)

8. Possible Other Business - Time for Commissioners

- a. ✓ Presentation – Appreciation of Honorable Service – William (Bill) Biedenbach
(Resolution No. 2020-12) – J. Bunch (U.C. and State Requirements) (ITEM MOVED UP ON AGENDA; COMPLETED AFTER ITEM I. REORGANIZATIONAL ITEMS AS SHOWN ABOVE)