AGENDA**
REGULAR MEETING OF THE
UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
TO BE HELD MONDAY, JUNE 28, 2021,
AT 3:00 P.M. 200 CANAL STREET, DEBERRY ROOM, 3RD FLOOR, NEW SMYRNA BEACH, FL

Pledge / Invocation / and Safety Message by Tom West: Water Reclamation Services – Community Safety and Protection

ROLL CALL

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

2. **Public Participation**

*3. **Approval of Consent Items**
   a. ✓ Minutes of Regular U.C. Meeting Held 5-24-21 *(Annotated Version) (held on-site w/limited public via appts.)* *(U.C. and State Requirements)*
   b. ✓ Granted and Accepted Third Party Utility Easements – J. Couillard *(U.C. and State Requirements)*
   c. ✓ Purchase – Sherman Reilly Underground Puller (State Contract – Sherman & Reilly, Inc.) – B. Beck *(U.C. and State Requirements)*
   d. ✓ Advanced Metering Infrastructure Project – Phase 1 (FMPA/Quanta Technology LLC) – J. Couillard *(U.C. and State Requirements)*
   e. ✓ Ratification of Award – ITB No. 12-21 – Three Phase Reclosures (Recommended Award to Southern States, LLC) – J. Couillard *(U.C. and State Requirements)*
   f. ✓ Osmose Reject Pole Replacement Project – Increase in Annual Project Budget – J. Couillard *(U.C. and State Requirements)*
   g. ✓ Coastal Woods D – Pike Electric, LLC – Additional Funding for Construction Support – J. Couillard *(U.C. and State Requirements)*
   h. ✓ Assignment of Work – Pike Electric and Asplundh – Increases in Annual Projects Budget – J. Couillard *(U.C. and State Requirements)*

4. **General Manager's Report – J. Bunch**
   a. Financial Status – May 2021 – E. Chavez
   b. Balanced Scorecard and Enterprise Metrics – May 2021 – E. Chavez

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

6. **Old Business**

AGENDA**
REGULAR MEETING OF THE
UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
TO BE HELD MONDAY, JUNE 28, 2021,
AT 3:00 P.M. 200 CANAL STREET, DEBERRY ROOM, 3RD FLOOR, NEW SMYRNA BEACH, FL

7. New Business

a. ✓ 2020-2021 Utility Rate Study – Presentation and Scheduling of Public Hearings with FPSC Electric Rates Submittal (Raftelis Financial Consultants, Inc. and Summit Utility Advisors, Inc.) – E. Chavez *(U.C. and State Requirements)*

b. ✓ Consideration of U.C.'s FY2022 Budget and Capital Improvement Plan FY2022-2026 and FY2027-2031 (Resolution No. 2021-08) – E. Chavez *(U.C. and State 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.**

BUDGET CATEGORY:

SAFETY / SECURITY/ RISK MNGMNT.	
RELIABILITY PERFORMANCE	
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	✓
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 3-a

☑ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Executive Mgr.

☐ **OLD BUSINESS** **SIGNATURE:** Debra Simmons

☐ _____ **EXHIBITS:** Minutes of Regular U.C. Meeting Held 5-24-21

SUBJECT: Minutes of Regular U.C. Meeting

SUMMARY:

PROJECT TYPE: GOVERNANCE ITEM

Presenting detailed transcription of public meeting minutes (annotated) for the Regular U.C. Meeting held 5-24-21.

(Notes - This meeting was held on-site, socially distanced, with limited public attendance - via appointments.
Near verbatim minutes also prepared and posted for viewing on the U.C.'s website - ucnsb.org)

FUNDING SOURCE(S) N/A

RECOMMENDED ACTION:

A motion to approve the annotated minutes of the Regular U.C. Meeting held 5-24-21.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

AGENDA ITEM 3-a

[ANNOTATED VERSION]*

*[*NEAR VERBATIM / DETAILED VERSION POSTED ON UCNSB WEBSITE – UCNSB.ORG]*

MINUTES OF A REGULAR MEETING OF THE UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH, FLORIDA, HELD MONDAY, MAY 24, 2021, AT 3:00 P.M., AT 200 CANAL STREET, NEW SMYRNA BEACH, FLORIDA

(NOTE – THIS REGULAR U.C. MEETING WAS HELD ON-SITE (WITH MASKS AND SOCIAL DISTANCING) AND WITH LIMITED ON-SITE PUBLIC PARTICIPATION – VIA APPOINTMENTS)

Chairman Holcomb called the Regular Meeting of the Utilities Commission to order. Commissioner Davenport led in the Pledge of Allegiance and Commissioner Conrad provided the invocation*. *(*Comms. Conrad read a prayer given by Archbishop Charles Chaput at a City meeting in Philadelphia in 2011.)* Commissioner Conrad indicated this prayer sort of fit with today and at the conclusion added a few more statements in remembrance of the upcoming Memorial Day.

Roll Call: All of the U.C. Commissioners were in attendance as follows:

Chairman Jack Holcomb
Commissioner James Smith
Commissioner Lillian Conrad
Commissioner James Davenport
Commissioner Richard Hawes

Others in attendance were as follows: J. Bunch, General Manager/CEO; E. Chavez, Director, Finance/ CFO; J. Couillard, Director, Engineering; T. Beyrle, Director, System Ops.; B. Keehn, Director, Information Technology; T. West, Director, Water Resources; B. Beck, Director, Central Services; R. Walsh, Interim Director of Electric Ops.; J. DeFries, Safety & Risk Manager; Laquavius Green; Help Desk Technician; M. Spellers, Sr. Help Desk Technician; D. Simmons, Exec. Services Mgr./ Recording Secretary; General Counsel Thomas Cloud Esquire – Gray|Robinson Attorneys at Law; and John Moss, a member of the public (on-site via appointment).

Safety Message by John DeFries – "Rubber Glove Inspection":

Chairman Holcomb then stated I'd like to call up, for a safety message, John DeFries.

Mr. DeFries addressed the Commission and offered them a challenge to separate a washer from a bolt wearing lineman gloves. Commissioner Hawes met the challenge and then Mr. DeFries proceeded to display a YouTube video from the Northwest Lineman College entitled "Rubber Glove Inspection". At the conclusion of the video, Mr. DeFries provided additional facts regarding lineman gloves specific to UCNSB such as glove inspections, testing, electric voltages worked, etc.

Commissioner Conrad confirmed the Class 3 gloves were issued individually to each U.C. lineman and at a cost of approximately $350 a pair.

(1) Agenda Changes, Additions and Deletions:

Mr. Bunch confirmed there were no agenda changes, additions or deletions.

(2) Public Participation:

Chairman Holcomb confirmed there was no public participation.

(3) Approval of Consent Items:

Chairman Holcomb confirmed none of the Commissioners wanted to pull any of the five agenda items for discussion and then stated I need a motion to approve the consent items.

Commission Action:
Commissioner Davenport stated I so approve; specifically a motion to approve the consent items – item 3-a. Minutes of Regular U.C. Meeting Held 4-26-21 *(Annotated Version – held on-site w/limited public via appts.)*, approve as submitted; item 3-b. Granted and Accepted Third Party Utility Easements, ratified the acceptance of the third party granted utility easements granted to UCNSB for Coastal Woods D / Coastal Woods Homeowners' Association, Inc. and for Alba Court Assisted Living Facility / Alba Court Development Group, attached to the agenda item and hereby submitted to the Commission; item 3-c. WRF (Water Reclamation Facility) East Clarifier Drive Unit Replacement Project, approve this project in the total amount of $108,400, the associated sole source purchase of the East Clarifier Drive Unit from Ovivo USA, LLC in the amount of $107,400, and authorization for the GM-CEO or his designee to execute any additional documentation for this project; item 3-d. Revising UCNSB 2021 (CY) Regular Meeting Schedule for September and October, 2021 – revising the September and October Regular U.C. Meeting dates to September 28 and October 26 (Tuesdays) respectively; and item 3-e. Agreement for Continuing Professional Services Between UCNSB and KCI Technologies, Inc., to approve the agreement as submitted and authorize the General Manager/CEO or his designee to execute all documents associated with this matter.

Chairman Holcomb stated I need a second.

Commissioners Hawes and Smith simultaneously stated second.

Commissioner Davenport's previous motion then passed unanimously on a roll call vote.

(4) General Manager's Report:

Chairman Holcomb stated all right, General Manager's Report, Mr. Bunch.

Mr. Bunch stated before I ask Mr. Chavez up, would just mention two items from the written portion of the General Manager's Report. Indicated the rate consultants would be at the June Regular U.C. Meeting to provide a full presentation and associated recommendations. Added if possible, we'll provide information in advance or offer individual meetings with the Commissioners. Also pointed out and commended the Director of I.T. for acquiring an approximate $350,000 to $400,000 APPA grant through FMPA for 24/7 cyber monitoring of the U.C.'s system over three years. Subsequent to completed grant period, staff will explore a

(4) General Manager's Report (cont.):

continuation option. Without initial installation costs included, a current quote was obtained for maintaining two levels of monitoring of about $50,000 annually. May become more cost feasible after three years and/or additional products may become available for consideration.

Commissioners additionally commended the Director of I.T.'s efforts in obtaining this grant. The U.C. is believed to be only one of six U.S. municipal utilities receiving this opportunity.

(4-a) Financial Status – April 2021:
AND
(4-b) Balanced Scorecard and Enterprise Metrics – April 2021:

Mr. Chavez presented and discussed his April 2021 Financial & Operating Performance Presentation. The change in net assets were approximately $37,000 ($0.04 million) due to increased revenue, primarily water and reclaimed water, with continued purchased power favorability. April FYTD capital expenditures were approximately $9.1 million - $5.6 million in major projects and $3.5 million in annual projects. April 2021 year to date operating loss of $2.4 million compared to 2020 loss of $1.8 million. Higher than the year before but mainly contributable to increased operating expenses in vegetation management and trimming to reduce outage frequency. This was advanced this year but next year will be on a regular cycle. Also had lower electrical revenues in commercial but expected to increase in the upcoming summer months. The change in net assets improved, from a $1.2 million loss in April 2020 to $37,000 in April 2021.

Mr. Chavez then discussed the key performance indicators. Among some of the items mentioned were six total (FY) preventable motor vehicle accidents. Reinforcement will be occurring through upcoming training in safe driving and vehicle backing procedures by the Manager, Safety and Risk. For electric, the SAIFI (frequency) metric, improvement expected as the U.C. continues equipment installations and completion of ongoing reliability items. Also mentioned approximately 97% of customer accounts remain current. The H.R. headcount is under budget by eleven. The U.C. is actively recruiting for five positions with two of the five positions filled in May.

(5) Commission Counsel's Report – General Counsel:

Chairman Holcomb then stated Counsel's report, Mr. Cloud please.

General Counsel Cloud mentioned there had been success in modification of the pole attachment legislation and municipal electric entities were not included in other legislation which badly affected cities' Home Rule. He also notified the Commissioners of an upcoming internal meeting at the U.C. with the County, on June 3rd, regarding the pending Williamson Boulevard Agreement; hoping to wrap that one up.

General Counsel Cloud continued, as stated earlier the tariff update is planned for next month. Will also be updating the U.C.'s documentation at the Florida Public Service Commission for the electric tariffs. And as part of the capital charge rewrite, the U.C.'s Developer's Agreement is expected to be finalized in June. Planning to have the form of this agreement approved by the City as many of these agreements are expected to last more than four years, so

(5) Commission Counsel's Report – General Counsel (cont.):

it might be prudent to have the City go ahead and approve the form, so the agreements won't have to be individually taken to the City for approval. Added the City has been helpful with the U.C. on similar issues in the past.

(6) Old Business:

(6-a) FDEP Easement Request for Barracuda Bridge Utility Relocations – Proposed UCNSB Resolution No. 2021-05:

Ms. Couillard came to the podium and addressed the Commission by stating this is related to the Barracuda Bridge Replacement Project. In doing that we're re-routing some of our facilities and upgrading our lift station. To do so we need the ability to have an easement on the Marine Center property. So to do that, Mr. Cloud put together a resolution for us to be able to obtain those easement rights on that property. That's all this pertains to.

Commission Action:
After confirming with Ms. Couillard that this matter had been communicated to the Marine Center and all were on board, Commissioner Hawes then stated okay, I'd like to make the motion to approve that. Specifically a motion to approve proposed U.C. Resolution No. 2021-05 which will allow the Utilities Commission to obtain an easement on State Owned Uplands from FDEP to support the utility relocations due to FDOT Barracuda Bridge Project. This resolution shall take effect immediately upon passage. GM-CEO prior authorization for this project's documentation is ongoing.

Chairman Holcomb stated okay, second?

Commissioners Davenport and Conrad simultaneously stated second.

Commissioner Hawes' motion then passed unanimously on a roll call vote.

Chairman Holcomb then inquired about and requested Ms. Couillard to follow up with the City regarding an alternate route for golf carts during the planned temporary bridge closure.

Ms. Couillard indicated she would ask the City, adding golf cart access had not come up during the recent U.C. public informational meeting on this project (held 5-4-21 at the Brannon Center).

(7) New Business:

(7-a) UCNSB Municipal Fiber-Optic Network System Cost Sharing Agreement with the City of NSB and City and UCNSB Fiber Projects:

Mrs. Keehn introduced Thomas Farmer, I.T. Director for the City of New Smyrna Beach and then proceeded with her powerpoint presentation entitled UCNSB Fiber Optic Network. The presentation included information regarding the historical background of the fiber network, current fiber infrastructure (fiber locations and span lengths), associated partnership opportunities and details of U.C. (two) and City (three) fiber projects, the Cost Sharing

(7-a) UCNSB Municipal Fiber-Optic Network System Cost Sharing Agreement with the City of NSB and City and UCNSB Fiber Projects (cont.):

Agreement and upcoming U.C. telecom strategy – recommendations from Burns & McDonnell regarding build out of U.C.'s fiber loop along with other communications technologies to accomplish the Modernization Roadmap goals.

Commission Action:
After discussion and a number of questions between staff and the Commissioners, Chairman Holcomb stated any other questions? There being none he stated I need a motion to approve the UCNSB/City Facilities Cost Sharing Agreement.

Commissioner Smith stated so moved; specifically a motion to approve the UCNSB/City of NSB I.T. Facilities Cost Sharing Agreement, to be executed by U.C. Chairman, inclusive of three (3) additional I.T. Facilities Projects for the City of NSB funding a total amount of $152,975.56; and approval of two (2) UCNSB Fiber-Optic Network projects in the amount of $196,915.43, with authorization for the GM-CEO or his designee to execute all documents associated with these projects.

Chairman Holcomb stated we need a second.

Commissioner Hawes stated second.

Chairman Holcomb stated okay, Mrs. Simmons please call the roll.

Commissioner Smith's prior motion then passed unanimously on a roll call vote.

(7-b) 2021-22 Collective Bargaining Agreement Reopener Between UCNSB and IBEW Local 2088:

Mr. Bunch stated okay the next item we have is the Collective Bargaining Agreement and Ms. Beck is going to walk us through that.

Ms. Beck addressed the Commission and then explained the five items listed on the memorandum of agreement attached to the agenda item; the items negotiated with the Union for the 2021-22 CBA Reopener.

Commission Action:
Chairman Holcomb stated any questions Commissioners? Okay, then we need a motion to approve items one through four. *(sic – s/b one through five; there was a scrivener's error in the recommended action on the agenda item).*

Commissioner Davenport stated I'll make that motion; specifically a motion to approve Items 1 through 5, as specified in the exhibit – Memorandum of Agreement, that was accepted by authorized representatives of both parties and as ratified by the Bargaining Unit on May 14, 2021, with effective dates specified by each item. (Note - Included a General Wage Increase (GWI) of 2.5% for Bargaining Unit employees effective 10-1-21.)

Chairman Holcomb stated we need a second.

(7-b) 2021-22 Collective Bargaining Agreement Reopener Between UCNSB and IBEW Local 2088 (cont.):

Commissioner Conrad stated second.

Chairman Holcomb requested Mrs. Simmons to call the roll.

Mrs. Simmons stated and clarified, approval for items 1 through 5.

Commissioner Davenport's prior motion then passed unanimously on a roll call vote.

(8) Possible Other Business – Time for Commissioners:

Chairman Holcomb then stated, and Mrs. Simmons brought this to my attention for Other Business – Time for Commissioners, there's the FMEA/FMPA Annual Conference, July 20-22, 2021. It's in, looks like Naples, Florida. Anything else you wanted to add to that or Mr. Bunch?

Mrs. Simmons stated we're just trying to determine interest in going.

Commissioner Davenport stated I'd like to go to this.

Chairman Holcomb stated okay.

Commissioner Smith stated he would like to attend as well.

Discussion ensued by Chairman Holcomb and Mr. Bunch regarding their previous attendance to this annual conference in previous years.

Commissioner Hawes then briefly discussed the substantial increases in consumer and producer pricing and uncertainty surrounding proposed legislative policies which has been causing some "shaking" in the U.S. business community and retail households. Indicated he wanted to get this on the record. And while nobody knows, believes there may be a different business environment next year – one not seen in over 30 years.

Commissioner Davenport concurred with Commissioner Hawes regarding a different business environment and added it was an honor to be serving on this Utilities Commission.

Commissioner Smith stated and reiterated the U.C. was a very transparent organization and presenting a lot of information.

Commissioner Conrad commended General Counsel and others in the industry, as well as the Chairman, for their efforts to prevent the pole intrusion into our home rules. Also added that there was some home rule that passed that is going to certainly change the way we do some things in our local community. Also pointed out there was a local coalition and group trying to make sure we maintain as much home rule as we possibly can; have a number of residents really interested in protecting our rights in our community.

(8) Possible Other Business – Time for Commissioners (cont.):

Chairman Holcomb commended staff for the U.C./City Fiber Cost Sharing Agreement. Stated this was an example of working together for the ratepayers and the taxpayers – sharing expenses which benefits the consumer. And the more that these agreements keep coming and the more I see us with a willingness to work on behalf of the community of New Smyrna Beach, that's where I really take a lot of pride in for that. So I commend you all for because it takes you guys getting along, working together to achieve that, not us. So thanks to all of you for that and that's all I've got for today; meeting is adjourned.

There being no further business to come before the Commission, the Regular U.C. Meeting closed at 4:12 p.m.

APPROVED: ATTEST:

_____ _____

CHAIRMAN SECRETARY-TREASURER

These minutes were formally approved by the Utilities Commission at their _____, 2021 meeting.

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	
RELIABILITY PERFORMANCE	
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	✓
IT / SHARED SRVCS. / EMPLOYEES PERF.	
VALUE-ADDED SERVICES	

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 3-b

☑ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director of Engineering

☐ **OLD BUSINESS** **SIGNATURE:** Julie Couillard

☐ _____ **EXHIBITS:** Third Party Easements-1)West Side Ocean Gate Blvd.; 2) 392 Flagler Avenue; 3) Sporty's Car Wash; and 4) UC's 16" Subaqueous Water Main - State of Florida Submerged Lands Easement Renewal

SUBJECT: Granted and Accepted Third Party Utility Easements

SUMMARY:

PROJECT TYPE: RATIFICATION - APPROVED PROJECT (Developer Project)

In accordance with U.C. Resolution No. 2019-05, approved and effective on 9-23-19, limited delegation was authorized by the Utilities Commission to the General Manager-CEO and Director of Engineering to accept granted third party utility easements if presented to the Utilities Commission for ratification of acceptance within 90 days following execution.

Please find attached four (4) utility easements granted to the U.C. for the west side of Ocean Gate Boulevard / Ocean Gate Commerce Center, LLC; for 392 Flagler Avenue / Beaulieu Holdings LLC; and for Sporty's Car Wash / New Smyrna Auto Spa Services LLC; and a Submerged Lands Easement Renewal from the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida for the U.C.'s 16" Subaqueous Water Main.

FUNDING SOURCE(S) N/A

RECOMMENDED ACTION:

A motion to ratify the acceptance of the third party granted utility easements - granted to UCNSB for the west side of Ocean Gate Boulevard/Ocean Gate Commerce Center, LLC, 392 Flagler Avenue/Beaulieu Holdings LLC, and Sporty's Car Wash/New Smyrna Auto Spa Services LLC, and U.C. 16" Subaqueous Water Main/State of Florida; attached hereto and hereby submitted to the Commission.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

Prepared by and return to:

Utilities Commission,
City of New Smyrna Beach
P.O. Box 100 - 200 Canal Street
New Smyrna Beach, FL. 32170-0100
(386) 427-1361

UTILITY EASEMENT

THIS UTILITY EASEMENT (the "Easement"} is made this 27th of May 2021, by and among **OCEAN GATE COMMERCE CENTER, LLC** (the "Grantor"), having a mailing address of 2103 Ocean Drive, New Smyrna Beach, FL 32169, and the **UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH** (the "Grantee"), having a mailing address of 200 Canal Street, New Smyrna Beach, FL 32168.

WHEREAS, Grantor is the fee simple owner of that certain real estate parcel located in Volusia County, Florida, as more particularly described in Exhibit A attached hereto (the "Grantor's Property"); and,

WHEREAS, Grantor desires to convey to Grantee a perpetual non-exclusive easement, the right of ingress and egress and right-of-way over a portion of Grantor's Property as more particularly described in Exhibit B attached hereto ("Easement Lands"), for the purposes of installing, constructing, operating, operation and inspection, relocating, replacing, maintaining and repairing, from time to time, above and underground utility system, including but not specifically limited to: potable water, reclaimed water, wastewater (sanitary sewer) collection system, electric, telecommunication line, and fiber optic along with associated conduits or pipes; and the right to transmit and convey utilities which easement shall run with the land for the benefit of the Grantee, its respective successors and assigns. Grantee, by acceptance of this Easement, has agreed to be bound by all terms and conditions set forth herein.

NOW THEREFORE, in consideration of the sum of Ten and No/100 Dollars ($10.00) and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee agree as follows:

1. **GRANT OF UTILITY EASEMENT; MAINTENANCE OF UTILITIES.** Grantor hereby grants to Grantee, its successors, assigns, and grantees, a non-exclusive perpetual easement across, over, upon and under the Easement Lands for the purposes of installing, constructing, operating, operation and inspection, relocating, replacing, maintaining and repairing, from time to time, above and underground utility system, including but not specifically limited to: potable water, reclaimed water, wastewater (sanitary sewer) collection system, electric, telecommunication line, and fiber optic along with associated conduits or pipes; and the right to transmit and convey utilities (collectively, the "Utility Facilities") for use in connection therewith, together with the right of ingress and egress to and from the Utility Facilities over and along the Easement Lands (together, the "Utility Easement").

2. **REPRESENTATION AND WARRANTY.** Grantor hereby represents and warrants to Grantee that (i) Grantor is lawfully seized of the Easement Land, (ii) the same is either (a) unencumbered by a mortgage or other lien (excluding lien(s) for ad valorem taxes not yet due and payable), or (b) encumbered only by a mortgage, as to which the mortgagee has executed a joinder

and consent to this Easement and the rights granted hereunder, and (iii) Grantor has the right, power and authority to enter into this Easement and grant the Utility Easement herein.

3. **RESERVATION BY GRANTOR/NONEXCLUSIVE USE.** Notwithstanding the rights and easements granted by Grantor under this Easement, Grantor specifically reserves the right to use the Easement Lands for any lawful purposes, however, Grantor shall not build, construct, install or permit to be built, constructed or installed, any improvements, structures, fences, foliage or vegetation, or other improvements of any nature or description on, upon, over or across the Easement Lands which would materially inhibit or impair the use of the Easement Lands by Grantee for utility purposes. However, Grantor, its successors and/or assigns, may install any structure or object, including, but not limited to, fences, gates, signs, trees or poles, foliage or vegetation, which will not materially inhibit or impair the use of the Easement Lands by Grantee for utility purposes within the Easement Lands after Grantor shall obtain written approval from Grantee of such encroachment. In consideration of Grantee's consent to an encroachment, Grantor, its successors and/or assigns, shall agree to indemnify and hold Grantee harmless from and against all liabilities or damages which may be imposed upon or asserted against Grantee as a result of or in any way connected to an encroachment approved by Grantee. In the case of an emergency needed repair, removal or replacement, in the event Grantee determines that it is necessary to construct, maintain, repair, remove or replace any of its Utility Facilities located under, over or upon the Easement Lands, the Grantor, its successors and/or assigns, of the portion of the Property affected shall immediately remove the encroachment from the Easement Lands upon the request of Grantee at Grantor, its successors and/or assigns' sole cost and expense. If Grantor, its successors and/or assigns fail to remove the encroachment, Grantee shall have the right to remove the encroachment from the Easement Lands, Grantor, its successors and/or assigns shall pay all costs incurred by Grantee related to removing the encroachment from the Easement Lands. The Grantee, and its contractors, agents, and employees, shall have the right to trim or cut trees, shrubbery or vegetation, and roots that may endanger or interfere with the Utility Facilities and shall have free access to the Utility Facilities and every part of it at all times, for the purpose of exercising the rights herein granted.

4. **ENFORCEMENT; ATTORNEYS FEES.** In the event of a failure of any party or parties to perform any of its obligations contained in this Easement, any party or parties affected by this instrument shall be entitled to institute proceedings for full and adequate relief from the consequences of such default, including but not limited to injunctive relief. In the event an action is instituted pursuant to Paragraph 3, the non-prevailing party or parties shall pay the reasonable attorney's fees and expenses of the prevailing party or parties.

5. **BINDING EFFECT; MODIFICATION.** This Easement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns. This Easement and the terms and provisions hereof shall be deemed covenants running with the land for all purposes and may be amended or modified only by an instrument in recordable form, executed by all of the parties hereto. Without limiting the foregoing, Grantor acknowledge that Grantee's rights under this Easement are assignable; that Grantee may enter into agreements to sell or otherwise may transfer Grantee's Property, either to affiliates of Grantee or to third parties, and that Grantor hereby consent to Grantee's assignment of all of its right, title and interest and its delegation of all of its obligations created under this Easement upon any such the sale or transfer and, upon any such assignment, Grantee shall be forever released and discharged from any and all claims, demands and damages which Grantor may have, make or suffer as a result of anything done or occurring after the date of such assignment. The term "Grantee" shall also mean any successors, assigns, employees or contractors of Grantee.

6. **NO DEDICATION.** Nothing contained in this Easement shall be deemed to create a gift or be deemed a dedication of any portion of the Easement Land to the general public or for any public use or purpose whatsoever, it being the intention of the parties that nothing in this Easement, expressed or implied, shall confer upon any person, other than the parties hereto and their respective successors and assigns, any rights or remedies under or by reason of this Easement.

7. **SEVERABILITY.** If any term or provision of this Easement or the application thereof to any person or circumstances shall, to any extent, be invalid and unenforceable, the remainder of this Easement or the application of such terms or provision to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each term or provision of this Easement shall be valid and shall be enforced to the fullest extent permitted by law.

8. **INDEMNIFICATION OF THE PARTIES.** The parties shall indemnify and hold each other harmless from and against any and all claims, liens, demands, losses, liabilities, costs (including attorney's fees), or expenses of any kind arising from the parties, their members, tenants, agents, employees, and invitees use of the Easement Lands in connection with the parties' exercise of their rights under this Easement.

(Signatures to follow)

IN WITNESS WHEREOF, the Grantor and Grantee have set their hands and seals as of the day and year first above written.

Signed, Sealed and Delivered in Our Presence:

Grantor: OCEAN GATE COMMERCE CENTER, LLC, a Florida limited liability company

By: TIMERITA, LLC, a Florida limited liability company, its Managing Member

Witnesses:

(Sign on this line)

(Sign on this line)

Cheryl L. Snowden
(Print name legibly on this line)

By: Robert V. Snowden, Jr.

Its: Managing Member

Floraddie Aporte Cruz
(Sign on this line)

Floraddie Aporte Cruz
(Print name legibly on this line)

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 27th day of May, 2021, by Robert V. Snowden, Jr., as Managing Member of TIMERITA, LLC, Managing Member of Ocean Gate Commerce Center, LLC, to me personally known or who has provided the following identification,____, who did take an oath.

PAULA CHRISTIE POMFRET
Notary Public - State of Florida
Commission # HH 072747
My Comm. Expires Dec 25, 2024

Paula Pomfret
Notary Public, State of
My Commission Expires: 12/25/2024

Signed, Sealed and Delivered in Our Presence:

Witnesses:

(Sign on this line)

JAMES TIFFANY
(Print name legibly on this line)

(Sign on this line)

ALINA DAWSON
(Print name legibly on this line)

Grantee: UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH, FL

(Sign on this line)

By: Julie Couillard

Its: Director of Engineering

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization this 8 day of June, 2021, by ____, as _____ of _____, to me personally known or who has provided the following identification, Personally, who did take an oath.

DORIS JEAN SANTROCK
Notary Public - State of Florida
Commission # GG 289435
My Comm. Expires Jan 8, 2023
Bonded through National Notary Assn.

Notary Public, State of
My Commission Expires: 1/8/2023

EXHIBIT A
(GRANTOR'S PROPERTY)

EXHIBIT 'A'
LEGAL DESCRIPTION
FOR
GRANTOR'S PROPERTY

LEGAL DESCRIPTION:

THE SOUTHWEST QUARTER OF SECTION 22, LYING SOUTH OF STATE ROAD 44 AND SOUTHWESTERLY OF INTERSTATE 95, TOWNSHIP 17 SOUTH, RANGE 33 EAST, VOLUSIA COUNTY, FLORIDA.

AND

THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 21, TOWNSHIP 17 SOUTH, RANGE 33 EAST, VOLUSIA COUNTY, FLORIDA, EXCEPT THAT PART LYING WITHIN THE RIGHT OF WAY FOR STATE ROAD NO. 44, AS ESTABLISHED AND IN USE.

NOTES:

1. THIS SKETCH OF LEGAL DESCRIPTION DOES NOT REPRESENT A BOUNDARY SURVEY.
2. THE BEARING BASE OF THIS SKETCH OF LEGAL DESCRIPTION IS N88°37'05"E ALONG THE SOUTH RIGHT OF WAY LINE OF STATE ROAD 44.
3. THE INFORMATION WAS PROVIDED BY "RACETRAC PETROLEUM, INC."
4. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.

SURVEYORS CERTIFICATION:

I HEREBY CERTIFY THAT THE "SKETCH TO ACCOMPANY LEGAL DESCRIPTION" WAS PREPARED UNDER MY RESPONSIBLE CHARGE AND MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL LAND SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA STATUTES, AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. SURVEY MAP AND REPORT OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

ROBERT BLOOMSTER JR.
PROFESSIONAL LAND SURVEYOR
NO. 4134 STATE OF FLORIDA

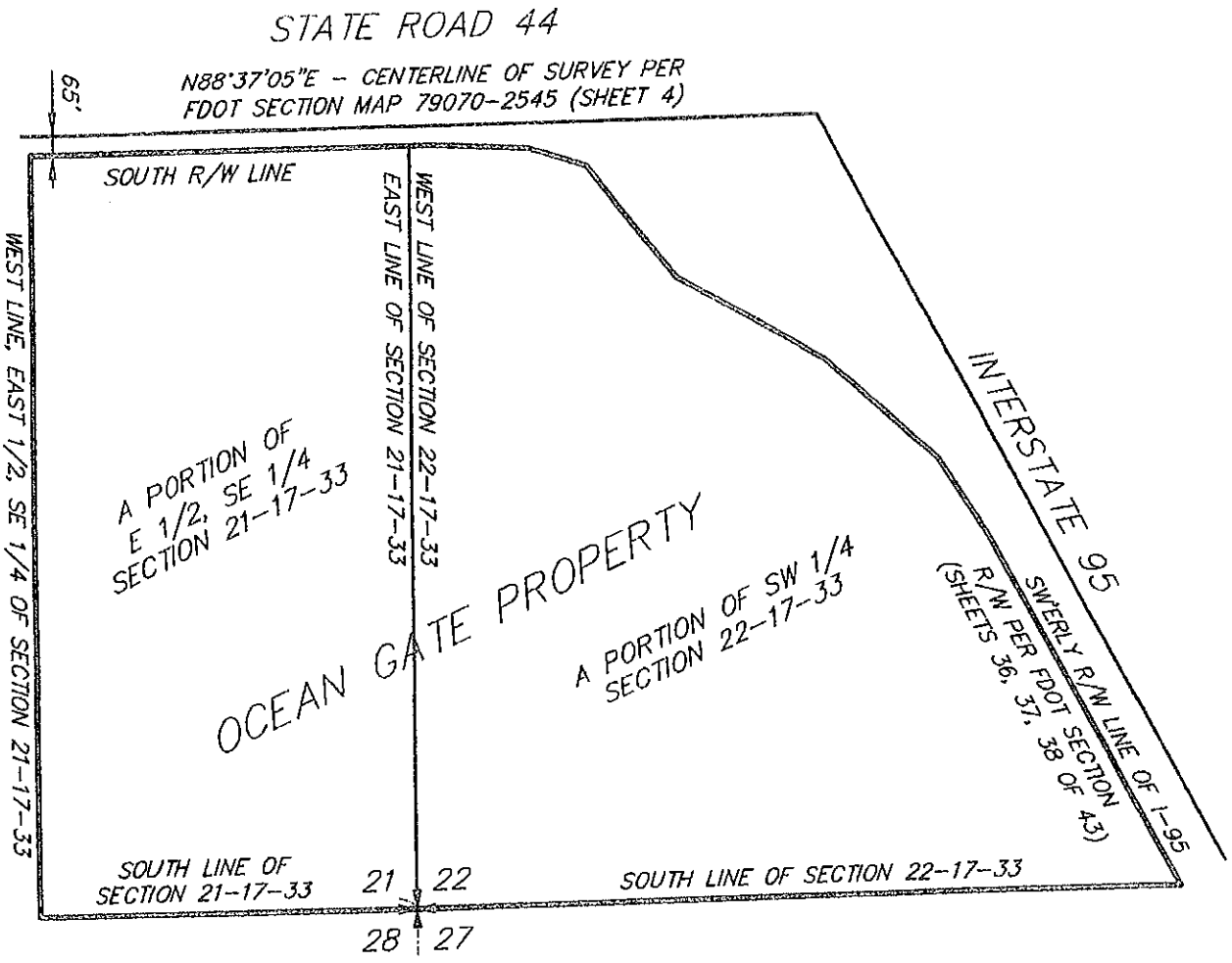
BLOOMSTER
PROFESSIONAL LAND SURVEYORS, INC.
FLORIDA L.B. # 6018
641 NORTHEAST SPENCER STREET
JENSEN BEACH, FLORIDA 34957
PHONE 772-334-0868

SHEET	1 OF 2
SCALE:	1" = 600'
DATE:	9/28/2016
F.B.	SKETCH
JOB NO.	13235
REVISIONS	
3/22/17 UCNSB COMMENTS	

SKETCH TO ACCOMPANY LEGAL DESCRIPTION
PREPARED FOR: RACETRAC PETROLEUM, INC.
SITE LOCATED:
NEW SMYRNA BEACH, VOLUSIA COUNTY, FLORIDA

NOT VALID WITHOUT SHEET 2 OF 2

EXHIBIT 'A'
SKETCH OF DESCRIPTION
FOR
GRANTOR'S PROPERTY



SHEET 2 OF 2 (SCALE: 1"=600')
NOT VALID WITHOUT SHEET 1 OF 2

R/W = RIGHT OF WAY
FDOT = FLORIDA DEPARTMENT OF TRANSPORTATION

BLOOMSTER
PROFESSIONAL LAND SURVEYORS, INC.
FLORIDA L.B. # 6018

641 NORTHEAST SPENCER STREET
JENSEN BEACH, FLORIDA 34957
PHONE 772-334-0868

EXHIBIT B
(EASEMENT LANDS)

LEGAL DESCRIPTION

LEGAL DESCRIPTION:

A STRIP OF LAND BEING A PORTION OF THAT CERTAIN WARRANTY DEED, AS RECORDED IN OFFICIAL RECORDS BOOK 6677, PAGE 4114, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF LOT 2 OF THE PLAT OF RACETRAC PETROLEUM AT NEW SMYRNA BEACH, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 58, PAGES 49 AND 50, SAID PUBLIC RECORDS; THENCE RUN SOUTH 01°35'27" EAST, 95.88 FEET TO THE POINT OF CURVATURE OF A CURVE, CONCAVE NORTHEASTERLY; THENCE RUN SOUTHEASTERLY, ALONG SAID CURVE, HAVING A RADIUS OF 362.00 FEET, A CENTRAL ANGLE OF 25°24'13", AN ARC LENGTH OF 160.50 FEET, A CHORD LENGTH OF 159.19 FEET AND A CHORD BEARING OF SOUTH 14°17'34" EAST TO THE POINT OF BEGINNING; SAID POINT LIES ON A POINT OF COMPOUND CURVATURE OF A CURVE, CONCAVE NORTHEASTERLY; THENCE RUN SOUTHEASTERLY, ALONG SAID CURVE, HAVING A RADIUS OF 362.00 FEET, A CENTRAL ANGLE OF 64°42'47", AN ARC LENGTH OF 408.86 FEET, A CHORD LENGTH OF 387.47 FEET AND A CHORD BEARING OF SOUTH 59°21'04" EAST TO THE POINT OF REVERSE CURVATURE OF A CURVE, CONCAVE SOUTHWESTERLY; THENCE RUN SOUTHEASTERLY, ALONG SAID CURVE, HAVING A RADIUS OF 1115.00 FEET, A CENTRAL ANGLE OF 11°58'13", AN ARC LENGTH OF 232.95 FEET, A CHORD LENGTH OF 232.52 FEET AND A CHORD BEARING OF SOUTH 85°43'21" EAST; THENCE RUN SOUTH 29°54'11" EAST, NON-TANGENT TO SAID CURVE, 32.99 FEET TO A POINT ON A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY; THENCE RUN NORTHWESTERLY, ALONG SAID CURVE, HAVING A RADIUS OF 1090.00 FEET, A CENTRAL ANGLE OF 13°05'20", AN ARC LENGTH OF 249.00 FEET, A CHORD LENGTH OF 248.46 FEET AND A CHORD BEARING OF NORTH 85°09'47" WEST TO THE POINT OF REVERSE CURVATURE OF A CURVE, CONCAVE NORTHEASTERLY; THENCE RUN NORTHWESTERLY, ALONG SAID CURVE, HAVING A RADIUS OF 387.00 FEET, A CENTRAL ANGLE OF 64°57'32", AN ARC LENGTH OF 438.76 FEET, A CHORD LENGTH OF 415.63 FEET AND A CHORD BEARING OF NORTH 59°13'41" WEST; THENCE RUN NORTH 66°48'20" EAST, NON-RADIAL TO SAID CURVE, 25.05 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED STRIP OF LAND LIES IN THE CITY OF NEW SMYRNA BEACH, VOLUSIA COUNTY, FLORIDA AND CONTAINS 0.382 ACRES MORE OR LESS.

SURVEYOR'S NOTES:

(1) THIS LEGAL DESCRIPTION IS NOT VALID UNLESS IT BEARS THE SIGNATURE AND SEAL OF THE FLORIDA LICENSED SURVEYOR AND MAPPER IDENTIFIED BELOW.

(2) NO ABSTRACT FOR RIGHTS-OF-WAY, EASEMENTS, OWNERSHIP OR OTHER INSTRUMENTS OF RECORD HAVE BEEN PROVIDED TO THIS FIRM.

(3) BEARINGS SHOWN HEREON ARE ASSUMED RELATIVE TO THE SOUTH LINE, LOT 2 OF THE PLAT OF RACETRAC PETROLEUM AT NEW SMYRNA BEACH, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 58, PAGES 49 AND 50, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, BEING NORTH 88°36'50" EAST.

(4) THE "LEGAL DESCRIPTION" HEREON HAS BEEN PREPARED BY THE SURVEYOR AT THE CLIENT'S REQUEST.

(5) THIS SKETCH DOES NOT REPRESENT A FIELD SURVEY, AS SUCH.

(6) THE DELINEATION OF LANDS SHOWN HEREON IS AS PER THE CLIENT'S INSTRUCTIONS.

(THIS IS NOT A SURVEY)

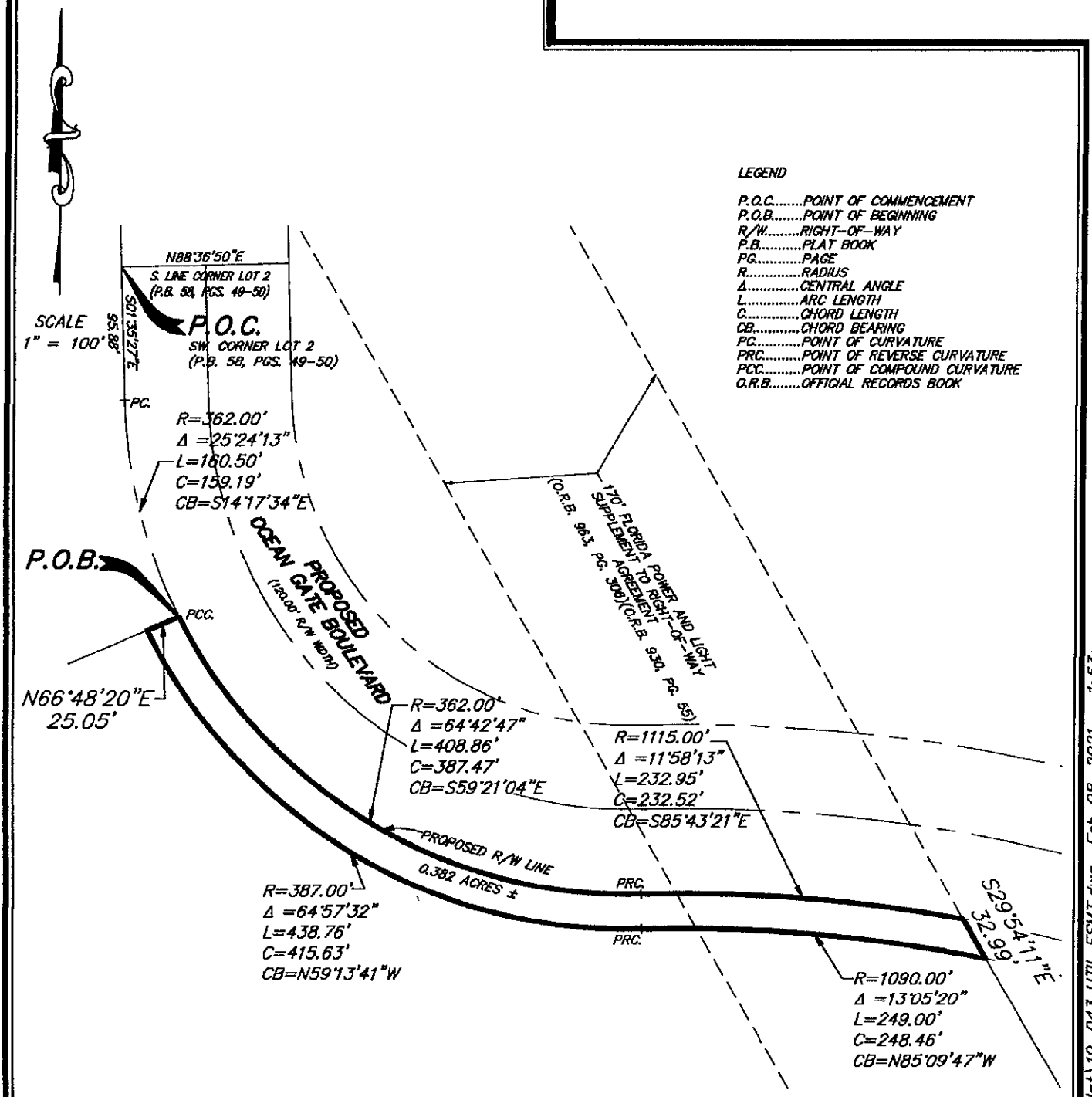
SEE SHEET 2 OF 2 FOR SKETCH OF DESCRIPTION.

PEC | SURVEYING AND MAPPING, LLC
CERTIFICATE OF AUTHORIZATION NUMBER LB 7808
2100 Alafaya Trail, Suite 203 • Oviedo, Florida 32765 • 407-542-4967
WWW.PECONLINE.COM

SECTION 21, TOWNSHIP 17 SOUTH, RANGE 33 EAST

DATE: FEBRUARY 8, 2021	PREP BY: J.L.M.	DRAWN BY: J.L.M.	JOB #: 19-043

LEGAL DESCRIPTION



(THIS IS NOT A SURVEY)

SEE SHEET 1 OF 2 FOR LEGAL DESCRIPTION AND SURVEYOR'S NOTES

SHEET 2 OF 2

PEC | **SURVEYING AND MAPPING, LLC**

CERTIFICATE OF AUTHORIZATION NUMBER LB 7808

2100 Alafaya Trail, Suite 203 • Oviedo, Florida 32765 • 407-542-4967

WWW.PECONLINE.COM

SECTION 21, TOWNSHIP 17 SOUTH, RANGE 33 EAST

DATE: FEBRUARY 8, 2021	PREP BY: J.L.M.	DRAWN BY: J.L.M.	JOB #: 19-043

C:\19-043 Ocean Gate Plat\19-043 UTIL ESMT.dwg Feb 08, 2021 - 1:53pm

Prepared by and return to:

Utilities Commission,
City of New Smyrna Beach
P.O. Box 100 - 200 Canal Street
New Smyrna Beach, FL. 32170-0100
(386) 427-1361

UTILITY EASEMENT

THIS UTILITY EASEMENT (the "Easement"} is made this 7th of June 2021, by and among Peter Beaulieu (Beaulieu Holdings LLC) (the "Grantor"), having a mailing address of 711-A South Glencoe Road New Smyrna Beach FL 32168, and the **UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH** (the "Grantee"), having a mailing address of 200 Canal Street, New Smyrna Beach, FL 32168.

WHEREAS, Grantor is the fee simple owner of that certain real estate parcel located in Volusia County, Florida, as more particularly described in Exhibit A attached hereto (the "Grantor's Property"); and,

WHEREAS, Grantor desires to convey to Grantee a perpetual non-exclusive easement, the right of ingress and egress and right-of-way over a portion of Grantor's Property as more particularly described in Exhibit B attached hereto ("Easement Lands"), for the purposes of installing, constructing, operating, operation and inspection, relocating, replacing, maintaining and repairing, from time to time, above and underground utility system, including but not specifically limited to: potable water, reclaimed water, wastewater (sanitary sewer) collection system, electric, telecommunication line, and fiber optic along with associated conduits or pipes; and the right to transmit and convey utilities which easement shall run with the land for the benefit of the Grantee, its respective successors and assigns. Grantee, by acceptance of this Easement, has agreed to be bound by all terms and conditions set forth herein.

NOW THEREFORE, in consideration of the sum of Ten and No/100 Dollars ($10.00) and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee agree as follows:

1. GRANT OF UTILITY EASEMENT; MAINTENANCE OF UTILITIES. Grantor hereby grants to Grantee, its successors, assigns, and grantees, a non-exclusive perpetual easement across, over, upon and under the Easement Lands for the purposes of installing, constructing, operating, operation and inspection, relocating, replacing, maintaining and repairing, from time to time, above and underground utility system, including but not specifically limited to: potable water, reclaimed water, wastewater (sanitary sewer) collection system, electric, telecommunication line, and fiber optic along with associated conduits or pipes; and the right to transmit and convey utilities (collectively, the "Utility Facilities") for use in connection therewith, together with the right of ingress and egress to and from the Utility Facilities over and along the Easement Lands (together, the "Utility Easement").

2. REPRESENTATION AND WARRANTY. Grantor hereby represents and warrants to Grantee that (i) Grantor is lawfully seized of the Easement Land, (ii) the same is either (a) unencumbered by a mortgage or other lien (excluding lien(s) for ad valorem taxes not yet due and payable), or (b) encumbered only by a mortgage, as to which the mortgagee has executed a joinder

and consent to this Easement and the rights granted hereunder, and (iii) Grantor has the right, power and authority to enter into this Easement and grant the Utility Easement herein.

3. RESERVATION BY GRANTOR/NONEXCLUSIVE USE. Notwithstanding the rights and easements granted by Grantor under this Easement, Grantor specifically reserves the right to use the Easement Lands for any lawful purposes, however, Grantor shall not build, construct, install or permit to be built, constructed or installed, any improvements, structures, fences, foliage or vegetation, or other improvements of any nature or description on, upon, over or across the Easement Lands which would materially inhibit or impair the use of the Easement Lands by Grantee for utility purposes. However, Grantor, its successors and/or assigns, may install any structure or object, including, but not limited to, fences, gates, signs, trees or poles, foliage or vegetation, which will not materially inhibit or impair the use of the Easement Lands by Grantee for utility purposes within the Easement Lands after Grantor shall obtain written approval from Grantee of such encroachment. In consideration of Grantee's consent to an encroachment, Grantor, its successors and/or assigns, shall agree to indemnify and hold Grantee harmless from and against all liabilities or damages which may be imposed upon or asserted against Grantee as a result of or in any way connected to an encroachment approved by Grantee. In the case of an emergency needed repair, removal or replacement, in the event Grantee determines that it is necessary to construct, maintain, repair, remove or replace any of its Utility Facilities located under, over or upon the Easement Lands, the Grantor, its successors and/or assigns, of the portion of the Property affected shall immediately remove the encroachment from the Easement Lands upon the request of Grantee at Grantor, its successors and/or assigns' sole cost and expense. If Grantor, its successors and/or assigns fail to remove the encroachment, Grantee shall have the right to remove the encroachment from the Easement Lands, Grantor, its successors and/or assigns shall pay all costs incurred by Grantee related to removing the encroachment from the Easement Lands. The Grantee, and its contractors, agents, and employees, shall have the right to trim or cut trees, shrubbery or vegetation, and roots that may endanger or interfere with the Utility Facilities and shall have free access to the Utility Facilities and every part of it at all times, for the purpose of exercising the rights herein granted.

4. ENFORCEMENT; ATTORNEYS FEES. In the event of a failure of any party or parties to perform any of its obligations contained in this Easement, any party or parties affected by this instrument shall be entitled to institute proceedings for full and adequate relief from the consequences of such default, including but not limited to injunctive relief. In the event an action is instituted pursuant to Paragraph 3, the non-prevailing party or parties shall pay the reasonable attorney's fees and expenses of the prevailing party or parties.

5. BINDING EFFECT; MODIFICATION. This Easement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns. This Easement and the terms and provisions hereof shall be deemed covenants running with the land for all purposes and may be amended or modified only by an instrument in recordable form, executed by all of the parties hereto. Without limiting the foregoing, Grantor acknowledge that Grantee's rights under this Easement are assignable; that Grantee may enter into agreements to sell or otherwise may transfer Grantee's Property, either to affiliates of Grantee or to third parties, and that Grantor hereby consent to Grantee's assignment of all of its right, title and interest and its delegation of all of its obligations created under this Easement upon any such the sale or transfer and, upon any such assignment, Grantee shall be forever released and discharged from any and all claims, demands and damages which Grantor may have, make or suffer as a result of anything done or occurring after the date of such assignment. The term "Grantee" shall also mean any successors, assigns, employees or contractors of Grantee.

6. NO DEDICATION. Nothing contained in this Easement shall be deemed to create a gift or be deemed a dedication of any portion of the Easement Land to the general public or for any public use or purpose whatsoever, it being the intention of the parties that nothing in this Easement, expressed or implied, shall confer upon any person, other than the parties hereto and their respective successors and assigns, any rights or remedies under or by reason of this Easement.

7. SEVERABILITY. If any term or provision of this Easement or the application thereof to any person or circumstances shall, to any extent, be invalid and unenforceable, the remainder of this Easement or the application of such terms or provision to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each term or provision of this Easement shall be valid and shall be enforced to the fullest extent permitted by law.

8. INDEMNIFICATION OF THE PARTIES. The parties shall indemnify and hold each other harmless from and against any and all claims, liens, demands, losses, liabilities, costs (including attorney's fees), or expenses of any kind arising from the parties, their members, tenants, agents, employees, and invitees use of the Easement Lands in connection with the parties' exercise of their rights under this Easement.

(Signatures to follow)

IN WITNESS WHEREOF, the Grantor and Grantee have set their hands and seals as of the day and year first above written.

Signed, Sealed and Delivered in Our Presence:

Grantor: Beaulieu Holdings LLC

Witnesses:

(Sign on this line)

(Sign on this line)

By: Peter Beaulieu

(Print name legibly on this line)

Its: Pres

(Sign on this line)

(Print name legibly on this line)

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this 21 day of May, 2021, by Peter Beaulieu, as _____ of _____, to me personally known or who has provided the following identification, _____, who did take an oath.

Notary Public, State of
My Commission Expires:

JENNIFER R. LUX
MY COMMISSION # GG 922330
EXPIRES: November 17, 2023
Bonded Thru Notary Public Underwriters

Signed, Sealed and Delivered in Our Presence:

Grantee: UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH, FL

Witnesses:

(Sign on this line)

JING FENG HO
(Print name legibly on this line)

(Sign on this line)

ALINA DAWSON
(Print name legibly on this line)

(Sign on this line)

By: Julie Couillard

Its: Director of Engineering

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this 9th day of June, 2021, by Julie Couillard, P.E., as Director of Engineering of Utilities Commission, City of New Smyrna, to me personally known or who has provided the following identification, _____, who did take an oath.

Notary Public, State of
My Commission Expires: 6/6/2023

MELISSA COX
MY COMMISSION # GG342464
EXPIRES: June 06, 2023

EXHIBIT A
(GRANTOR'S PROPERTY)

9 17 34 S 64.84 FT OF LOTS 11 & 12 BLK 1 COOPER SUB PER OR 4717 PG 2494 PER OR 5342 PG 0535 PER OR 7495 PG 2057

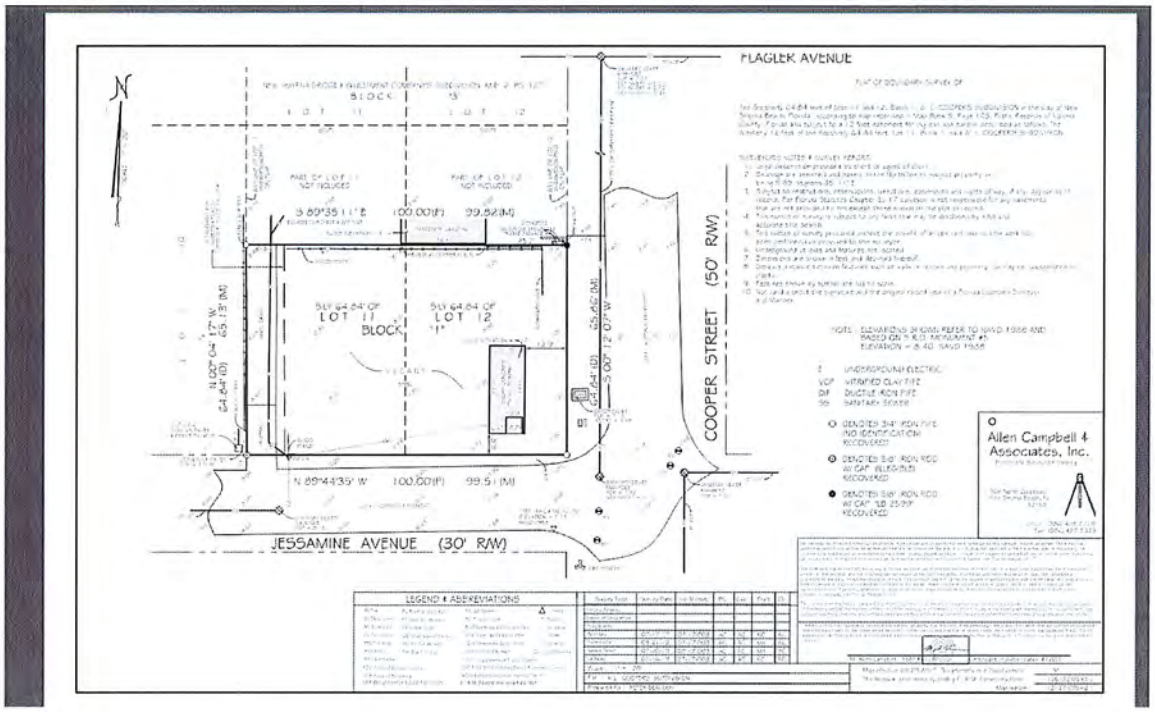
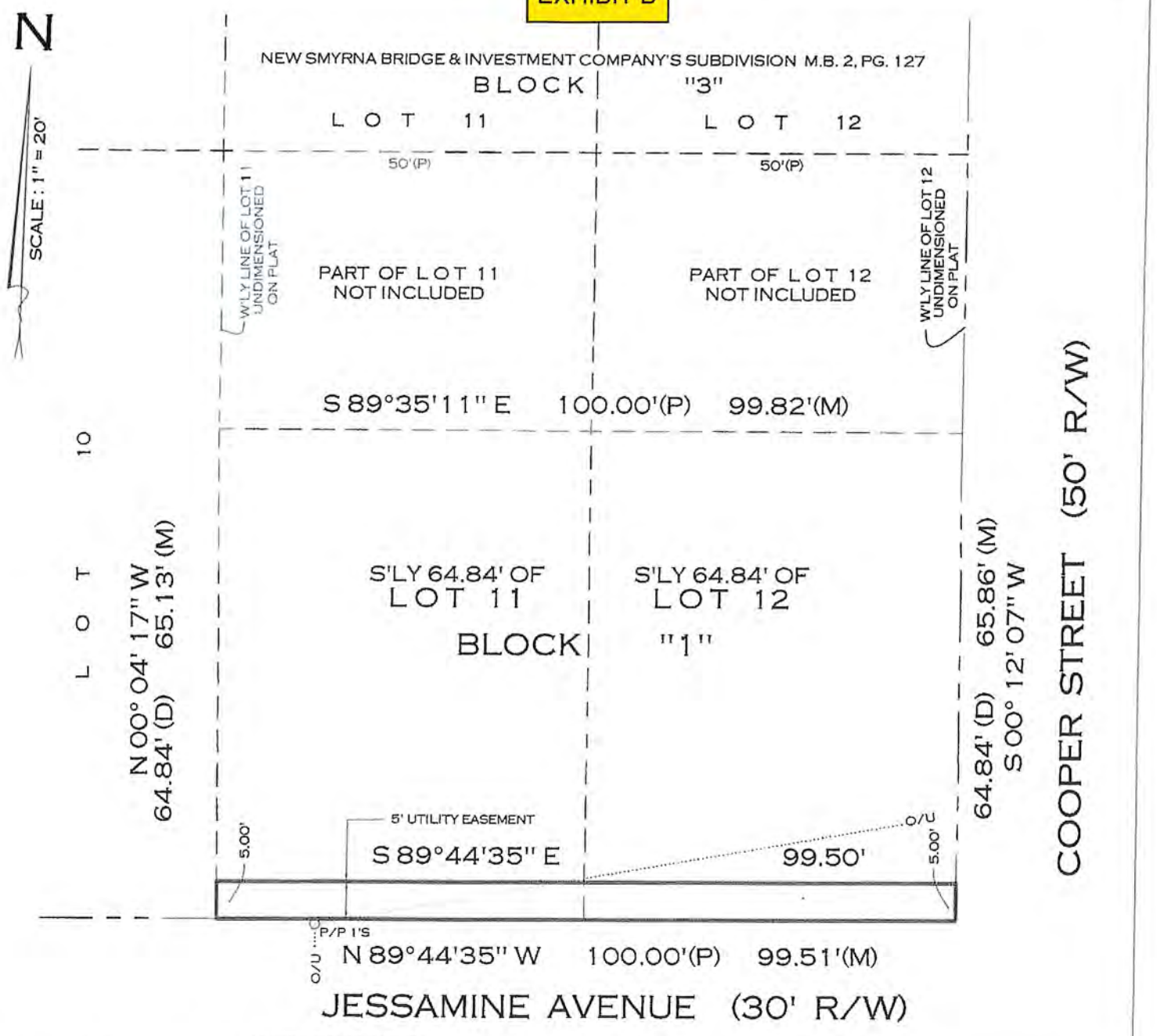


EXHIBIT B
(EASEMENT LANDS)

EXHIBIT B



SKETCH OF DESCRIPTION OF

5' Utility Easement: The Southerly 5.00 feet of the Southerly 64.84 feet of Lots 11 and 12, Block 1, W. L. COOPER'S SUBDIVISION in the City of New Smyrna Beach, Florida, according to map recorded in Map Book 5, Page 165, Public Records of Volusia County, Florida and subject to a 12 foot easement for ingress and egress described as follows: The Westerly 12 feet of the Southerly 64.84 feet, Lot 11, Block 1, said W. L. COOPER'S SUBDIVISION.

SURVEYOR'S NOTES & SURVEY REPORT:

1. Legal description provided by client or agent of client.
2. Bearings are assumed and based on the North line of subject property as being S 89 degrees 35' 11"E.
3. Subject to restrictions, reservations, limitations, easements and rights of way, if any, appearing of record. Per Florida Statutes Chapter 5J-17 surveyor is not responsible for any easements that are not provided to him except those shown on the plat of record.
4. This sketch of survey is subject to any facts that may be disclosed by a full and accurate title search.
5. This sketch of survey prepared without the benefit of an abstract and no title work has been performed or provided to this surveyor.
6. Underground utilities and features not located.
7. Dimensions are shown in feet and decimals thereof.
8. Drawing distance between features such as walls or fences and property line may be exaggerated for clarity.
9. Features shown by symbol are not to scale.
10. Not valid without the signature and the original raised seal of a Florida Licensed Surveyor and Mapper.

ALLEN CAMPBELL & ASSOCIATES, INC. ©
PROFESSIONAL SURVEYING & MAPPING
308 NORTH CAUSEWAY,
NEW SMYRNA BEACH, FL.
32169
OFFICE: (386) 428-221
FAX: (386) 427-532

I HEREBY CERTIFY THAT THIS PLAT OF SURVEY OF THE SUBJECT [illegible] BEST OF MY KNOWLEDGE, BELIEF AND INFORMATION TRUE AND CORRECT AS SURVEYED UNDER MY SUPERVISION ON THE DATES SHOWN [illegible] CERTIFY THAT THIS PLAT OF [illegible] THE MINIMUM TECHNICAL STANDARDS PER F.A.C. 5J-17, ADOPTED BY THE FLORIDA [illegible] AND MAPPING ACT TO THE FLORIDA STATUTE 5J-17, SUBJECT TO ANY QUALIFICATIONS NOTED HEREON.

M. ALLEN CAMPBELL, PSM #6176 CERTIFICATE OF AUTHORIZATION #7220

LEGEND & ABBREVIATIONS

(P) PLAT	PC POINT OF CURVATURE	C/L CENTERLINE
(D) DESCRIPTION	PT POINT OF TANGENCY	P/L PROPERTY LINE
(M) MEASURED	P/P POWER POLE	RCP REINFORCED CONCRETE PIPE
(C) CALCULATED	O/U OVERHEAD UTILITIES	CMP CORRUGATED METAL PIPE
(PR) PRORATED	A/C AIR CONDITIONER	TBM TEMPORARY BENCH MARK
(R) RADIAL	R/W RIGHT OF WAY	(E) EXISTING ELEVATION
(NR) NON-RADIAL		

POC POINT OF COMMENCEMENT
POB POINT OF BEGINNING
DNR DEPARTMENT OF NATURAL RESOURCES

SURVEY TYPE	SURVEY DATE	JOB NUMBER	PC	CALC	DRAFT	CK
SPECIFIC PURPOSE						
SKETCH OF DESCRIPTION	04-27-21	0421009	KG	AC	MA	AC
TOPOGRAPHIC						
BOUNDARY						
FOUNDATION						
FINAL						
PLOT PLAN						

SCALE: 1" = 20'
FILE: W.L. COOPER'S SUBDIVISION
PREPARED FOR: PETER BEAULIEU

MAP EFFECTIVE [illegible]9/2017 THIS PROPERTY IS IN FLOOD ZONE(S): "X"
THIS LOCATION DETERMINED BY SCALING F.I.R.M. COMMUNITY PANEL: 125132 0542 J
MAP NUMBER: 12127 C0542 J

Prepared by and return to:

Utilities Commission,
City of New Smyrna Beach
P.O. Box 100 - 200 Canal Street
New Smyrna Beach, FL. 32170-0100
(386) 427-1361

UTILITY EASEMENT

THIS UTILITY EASEMENT (the "Easement"} is made this 17 of June 2020, by and among NEW Smyrna Auto Spa Services LLC (the "Grantor"), having a mailing address of 2216 N. Nova Rd Ormond Beach FL 32174, and the **UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH** (the "Grantee"), having a mailing address of 200 Canal Street, New Smyrna Beach, FL 32168.

WHEREAS, Grantor is the fee simple owner of that certain real estate parcel located in Volusia County, Florida, as more particularly described in Exhibit A attached hereto (the "Grantor's Property"); and,

WHEREAS, Grantor desires to convey to Grantee a perpetual non-exclusive easement, the right of ingress and egress and right-of-way over a portion of Grantor's Property as more particularly described in Exhibit B attached hereto ("Easement Lands"), for the purposes of installing, constructing, operating, operation and inspection, relocating, replacing, maintaining and repairing, from time to time, above and underground utility system, including but not specifically limited to: potable water, reclaimed water, wastewater (sanitary sewer) collection system, electric, telecommunication line, and fiber optic along with associated conduits or pipes; and the right to transmit and convey utilities which easement shall run with the land for the benefit of the Grantee, its respective successors and assigns. Grantee, by acceptance of this Easement, has agreed to be bound by all terms and conditions set forth herein.

NOW THEREFORE, in consideration of the sum of Ten and No/100 Dollars ($10.00) and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee agree as follows:

1. GRANT OF UTILITY EASEMENT; MAINTENANCE OF UTILITIES. Grantor hereby grants to Grantee, its successors, assigns, and grantees, a non-exclusive perpetual easement across, over, upon and under the Easement Lands for the purposes of installing, constructing, operating, operation and inspection, relocating, replacing, maintaining and repairing, from time to time, above and underground utility system, including but not specifically limited to: potable water, reclaimed water, wastewater (sanitary sewer) collection system, electric, telecommunication line, and fiber optic along with associated conduits or pipes; and the right to transmit and convey utilities (collectively, the "Utility Facilities") for use in connection therewith, together with the right of ingress and egress to and from the Utility Facilities over and along the Easement Lands (together, the "Utility Easement").

2. REPRESENTATION AND WARRANTY. Grantor hereby represents and warrants to Grantee that (i) Grantor is lawfully seized of the Easement Land, (ii) the same is either (a) unencumbered by a mortgage or other lien (excluding lien(s) for ad valorem taxes not yet due and payable), or (b) encumbered only by a mortgage, as to which the mortgagee has executed a joinder

and consent to this Easement and the rights granted hereunder, and (iii) Grantor has the right, power and authority to enter into this Easement and grant the Utility Easement herein.

3. **RESERVATION BY GRANTOR/NONEXCLUSIVE USE.** Notwithstanding the rights and easements granted by Grantor under this Easement, Grantor specifically reserves the right to use the Easement Lands for any lawful purposes, however, Grantor shall not build, construct, install or permit to be built, constructed or installed, any improvements, structures, fences, foliage or vegetation, or other improvements of any nature or description on, upon, over or across the Easement Lands which would materially inhibit or impair the use of the Easement Lands by Grantee for utility purposes. However, Grantor, its successors and/or assigns, may install any structure or object, including, but not limited to, fences, gates, signs, trees or poles, foliage or vegetation, which will not materially inhibit or impair the use of the Easement Lands by Grantee for utility purposes within the Easement Lands after Grantor shall obtain written approval from Grantee of such encroachment. In consideration of Grantee's consent to an encroachment, Grantor, its successors and/or assigns, shall agree to indemnify and hold Grantee harmless from and against all liabilities or damages which may be imposed upon or asserted against Grantee as a result of or in any way connected to an encroachment approved by Grantee. In the case of an emergency needed repair, removal or replacement, in the event Grantee determines that it is necessary to construct, maintain, repair, remove or replace any of its Utility Facilities located under, over or upon the Easement Lands, the Grantor, its successors and/or assigns, of the portion of the Property affected shall immediately remove the encroachment from the Easement Lands upon the request of Grantee at Grantor, its successors and/or assigns' sole cost and expense. If Grantor, its successors and/or assigns fail to remove the encroachment, Grantee shall have the right to remove the encroachment from the Easement Lands, Grantor, its successors and/or assigns shall pay all costs incurred by Grantee related to removing the encroachment from the Easement Lands. The Grantee, and its contractors, agents, and employees, shall have the right to trim or cut trees, shrubbery or vegetation, and roots that may endanger or interfere with the Utility Facilities and shall have free access to the Utility Facilities and every part of it at all times, for the purpose of exercising the rights herein granted.

4. **ENFORCEMENT; ATTORNEYS FEES.** In the event of a failure of any party or parties to perform any of its obligations contained in this Easement, any party or parties affected by this instrument shall be entitled to institute proceedings for full and adequate relief from the consequences of such default, including but not limited to injunctive relief. In the event an action is instituted pursuant to Paragraph 3, the non-prevailing party or parties shall pay the reasonable attorney's fees and expenses of the prevailing party or parties.

5. **BINDING EFFECT; MODIFICATION.** This Easement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns. This Easement and the terms and provisions hereof shall be deemed covenants running with the land for all purposes and may be amended or modified only by an instrument in recordable form, executed by all of the parties hereto. Without limiting the foregoing, Grantor acknowledge that Grantee's rights under this Easement are assignable; that Grantee may enter into agreements to sell or otherwise may transfer Grantee's Property, either to affiliates of Grantee or to third parties, and that Grantor hereby consent to Grantee's assignment of all of its right, title and interest and its delegation of all of its obligations created under this Easement upon any such the sale or transfer and, upon any such assignment, Grantee shall be forever released and discharged from any and all claims, demands and damages which Grantor may have, make or suffer as a result of anything done or occurring after the date of such assignment. The term "Grantee" shall also mean any successors, assigns, employees or contractors of Grantee.

6. NO DEDICATION. Nothing contained in this Easement shall be deemed to create a gift or be deemed a dedication of any portion of the Easement Land to the general public or for any public use or purpose whatsoever, it being the intention of the parties that nothing in this Easement, expressed or implied, shall confer upon any person, other than the parties hereto and their respective successors and assigns, any rights or remedies under or by reason of this Easement.

7. SEVERABILITY. If any term or provision of this Easement or the application thereof to any person or circumstances shall, to any extent, be invalid and unenforceable, the remainder of this Easement or the application of such terms or provision to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each term or provision of this Easement shall be valid and shall be enforced to the fullest extent permitted by law.

8. INDEMNIFICATION OF THE PARTIES. The parties shall indemnify and hold each other harmless from and against any and all claims, liens, demands, losses, liabilities, costs (including attorney's fees), or expenses of any kind arising from the parties, their members, tenants, agents, employees, and invitees use of the Easement Lands in connection with the parties' exercise of their rights under this Easement.

(Signatures to follow)

IN WITNESS WHEREOF, the Grantor and Grantee have set their hands and seals as of the day and year first above written.

Signed, Sealed and Delivered in Our Presence:

Witnesses:

(Sign on this line)

Robert M. Mathovich Jr.
(Print name legibly on this line)

(Sign on this line)

Rick Roof
(Print name legibly on this line)

Grantor: New Smyrna Autospa Services, LLC.

(Sign on this line)

By: Steven Dunkle

Its: Mgr

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this 17 day of June, 2020, by Steven Dunkle, as manager of ENSB Autospa LLC, to me personally known or who has provided the following identification, _____, who did take an oath.

Kathryn Holland
Notary Public, State of
My Commission Expires: Sept. 4, 2022

KATHRYN ELIZABETH HOLLAND
Notary Public - State of Florida
Commission # GG 255306
My Comm. Expires Sep 4, 2022
Bonded through National Notary Assn.

Signed, Sealed and Delivered in Our Presence:

Grantee: UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH, FL

Witnesses:

(Sign on this line)

JAMES TIFFANY

(Print name legibly on this line)

(Sign on this line)

ALINA DAWSON

(Print name legibly on this line)

(Sign on this line)

By: Julie Couillard

Its: Director of Engineering

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this 18 day of June, 2020, by Julie Couillard, P.E., as Director of Engineering of Utilities Commission, City of NSB, to me personally known or who has provided the following identification, _____, who did take an oath.

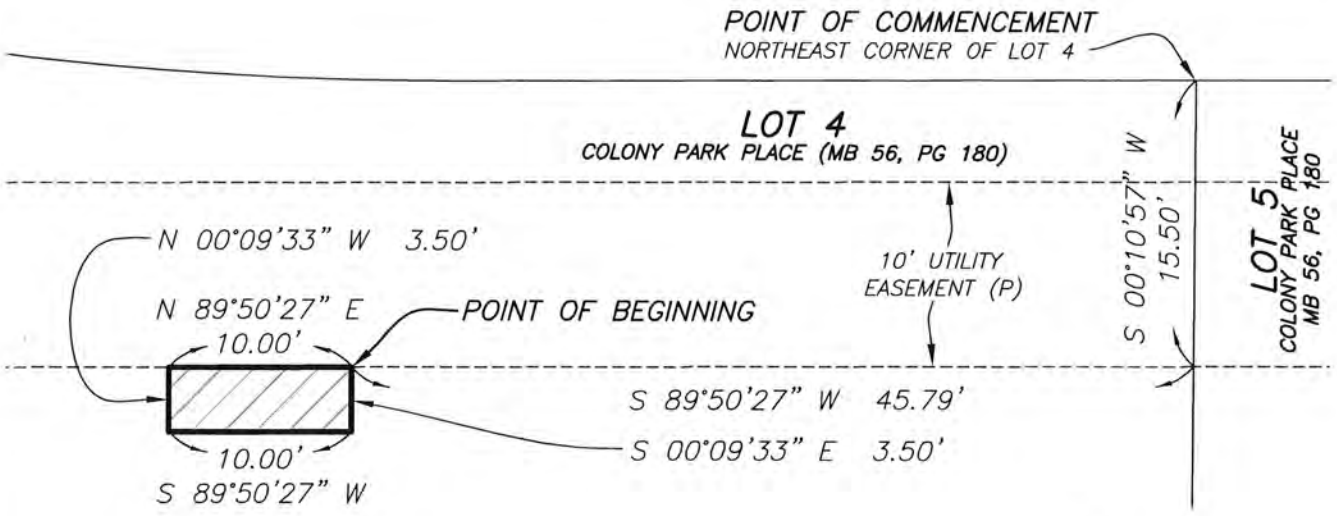
Melissa Cox

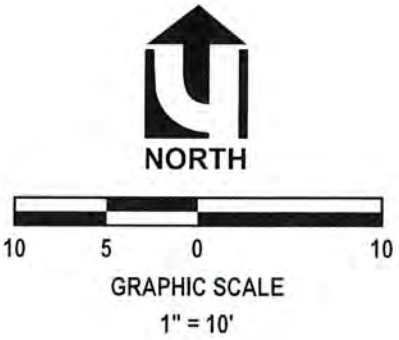
Notary Public, State of
My Commission Expires: 6/6/2023

MELISSA COX
MY COMMISSION # GG342464
EXPIRES: June 06, 2023

ADDENDUM A
(GRANTOR'S PROPERTY)

LOT 4, COLONY PARK PLACE, ACCORDING TO THE MAP OF PLAT THEREOF AS RECORDED IN MAP BOOK 56, PAGE 180 OF PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA.





DESCRIPTION:

BEING BE A PORTION OF LOT 4, COLONY PARK PLACE, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN MAP BOOK 56, PAGE 180 OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF LOT 4, THENCE RUN S00°10'25"W FOR A DISTANCE OF 15.50 FEET; THENCE S89°50'27"W FOR A DISTANCE OF 45.79 FEET FOR A POINT OF BEGINNING; THENCE S00°09'33"E FOR A DISTANCE OF 3.50 FEET; THENCE S89°50'27"W FOR A DISTANCE OF 10.00 FEET; THENCE N00°09'33"W FOR A DISTANCE OF 3.50 FEET; THENCE N89°50'27"E FOR A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIPTION CONTAINS 35 SQUARE FEET MORE OR LESS.

ABBREVIATIONS:

INC... INCORPORATED
LB... LICENCE BUSINESS
MB... MAP BOOK
(P)... PLAT
PG... PAGE
PSM... PROFESSIONAL SURVEY MAPPER

GENERAL NOTES:

1. BEARING STRUCTURE (S 88°36'25" W) ALONG THE NORTH RIGHT-OF-WAY LINE OF STATE ROAD No. 44, AS SHOWN ON THE PLAT OF COLONY PARK PLACE, AS RECORDED IN MAP BOOK 56 , PAGES 180, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA.
2. LINEAGE OF DATA HORIZONTAL DATA REFERENCES, DATE OF ORIGINAL PLAT. PLAT OF COLONY PARK PLACE, MAP BOOK 56, PAGE 180.

NOT A SURVEY

DATE: 06/01/2021	SKETCH & DESCRIPTION
PROJECT No: 201213	
LOCATION No: 17-33-43	
CHECKED BY: JAE	
DRAFTED BY: JMB	

UPHAM INC
CIVIL ENGINEERING · SURVEYING · LANDSCAPE ARCHITECTURE
265 Kenilworth Avenue · Ormond Beach · Florida 32174
Voice: 386.672.9515 · Fax: 386.673.6554 · uphaminc.com
LB# 0003612 LC# 0000357

This Instrument Prepared By:
Tiana D. Brown
Action No. 41155
Bureau of Public Land Administration
3900 Commonwealth Boulevard
Mail Station No. 125
Tallahassee, Florida 32399

BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND
OF THE STATE OF FLORIDA

SOVEREIGNTY SUBMERGED LANDS EASEMENT RENEWAL

EASEMENT NO. 27948 (3723-64)
BOT FILE NO. 641211114

THIS EASEMENT is hereby granted by the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida, hereinafter referred to as the Grantor.

WITNESSETH: That for the faithful and timely performance of and compliance with the terms and conditions stated herein, the Grantor does hereby grant to Utilities Commission, City of New Smyrna Beach, Florida, hereinafter referred to as the Grantee, a nonexclusive easement on, under and across the sovereignty lands, if any, contained in the following legal description:

A parcel of sovereignty submerged land in
Sections 19 and 41, Township 17 South, Range 34 East, in Callalisa Creek and Indian River North,
Volusia County, Florida, containing 25,002 square feet, more or less,
as is more particularly described and shown on Attachment A, dated December 9, 1986.

TO HAVE THE USE OF the hereinabove described premises from February 16, 2017, the effective date of this renewal easement, through February 16, 2067, the expiration date of this renewal easement. The terms and conditions on and for which this easement is granted are as follows:

1. USE OF PROPERTY: The above described parcel of land shall be used solely for subaqueous water main. All of the foregoing subject to the remaining conditions of this easement.

2. EASEMENT CONSIDERATION: In the event the Grantor amends its rules related to fees and the amended rules provide the Grantee will be charged a fee or an increased fee for this activity, the Grantee agrees to pay all charges required by such amended rules within 90 days of the date the amended rules become effective or by a date provided by an invoice from the Department, whichever is later. All fees charged under this provision shall be prospective in nature; i.e. they shall begin to accrue on the date that the amended rules become effective.

3. WARRANTY OF TITLE/GUARANTEE OF SUITABILITY OF USE OF LAND: Grantor neither warrants title to the lands described herein nor guarantees the suitability of any of the lands for any particular use.

4. RIGHTS GRANTED: The rights hereby granted shall be subject to any and all prior rights of the United States and any and all prior grants by the Grantor in and to the submerged lands situated within the limits of this easement.

5. DAMAGE TO EASEMENT PROPERTY AND INTERFERENCE WITH PUBLIC AND PRIVATE RIGHTS: Grantee shall not damage the easement lands or unduly interfere with public or private rights therein.

6. GRANTOR'S RIGHT TO GRANT COMPATIBLE USES OF THE EASEMENT PROPERTY: This easement is nonexclusive, and the Grantor, or its duly authorized agent, shall retain the right to enter the property or to engage in management activities not inconsistent with the use herein provided for and shall retain the right to grant compatible uses of the property to third parties during the term of this easement.

7. RIGHT TO INSPECT: Grantor, or its duly authorized agent, shall have the right at any time to inspect the works and operations of the Grantee in any matter pertaining to this easement.

8. LIABILITY/INVESTIGATION OF ALL CLAIMS: The Grantee shall investigate all claims of every nature at its expense. Each party is responsible for all personal injury and property damage attributable to the negligent acts or omissions of that party and the officers, employees and agents thereof. Nothing herein shall be construed as an indemnity or a waiver of sovereign immunity enjoyed by any party hereto, as provided in Section 768.28, Florida Statutes, as amended from time to time, or any other law providing limitations on claims.

9. ASSIGNMENT OF EASEMENT: This easement shall not be assigned or otherwise transferred without prior written consent of the Grantor or its duly authorized agent and which consent shall not be unreasonably withheld. Any assignment or other transfer without prior written consent of the Grantor shall be null and void and without legal effect.

10. TERMINATION: The Grantee, by acceptance of this easement, binds itself, its successors and assigns, to abide by the provisions and conditions herein set forth, and said provisions and conditions shall be deemed covenants of the Grantee, its successors and assigns. In the event the Grantee fails or refuses to comply with the provisions and conditions herein set forth or in the event the Grantee violates any of the provisions and conditions herein, this easement may be terminated by the Grantor upon 30 days written notice to the Grantee. If terminated, all of the above-described parcel of land shall revert to the Grantor. Any costs or expenses incurred by the Grantor in removing the Grantee or its property from the easement area shall be paid by the Grantee. All notices required to be given to the Grantee by this easement or applicable law or administrative rules shall be sufficient if sent by U.S. Mail to the following address:

Utilities Commission, City of New Smyrna Beach, Florida
Attention: ~~Mr. Derek Wainscott, Engineering Manager~~ Director of Engineering
200 Canal Street / P.O. Box 100
New Smyrna Beach, Florida 32168 / 32170-0100

The Grantee agrees to notify the Grantor by certified mail of any changes to this address at least ten (10) days before the change is effective.

11. TAXES AND ASSESSMENTS: The Grantee shall assume all responsibility for liabilities that accrue to the subject property or to the improvements thereon, including any and all drainage or special assessments or taxes of every kind and description which are now or may be hereafter lawfully assessed and levied against the subject property during the effective period of this easement which result from the grant of this easement or the activities of Grantee hereunder.

12. REMOVAL OF STRUCTURES/ADMINISTRATIVE FINES: If the Grantee does not remove said structures and equipment occupying and erected upon the premises after expiration or cancellation of this easement, such structures and equipment will be deemed forfeited to the Grantor, and the Grantor may authorize removal and may sell such forfeited structures and equipment after ten (10) days written notice by certified mail addressed to the Grantee at the address specified in paragraph 10 or at such address on record as provided to the Grantor by the Grantee. However, such remedy shall be in addition to all other remedies available to Grantor under applicable laws, rules and regulations including the right to compel removal of all structures and the right to impose administrative fines.

13. ENFORCEMENT OF PROVISIONS: No failure, or successive failures, on the part of the Grantor to enforce any provision, nor any waiver or successive waivers on its part of any provision herein, shall operate as a discharge thereof or render the same inoperative or impair the right of the Grantor to enforce the same upon any renewal thereof or in the event of subsequent breach or breaches.

14. AMENDMENT/MODIFICATIONS: This easement is the entire and only agreement between the parties. Its provisions are not severable. Any amendment or modification to this easement must be in writing and must be accepted, acknowledged and executed by the Grantee and Grantor.

15. USACE AUTHORIZATION: Prior to commencement of construction and/or activities authorized herein, the Grantee shall obtain the U.S. Army Corps of Engineers (USACE) permit if it is required by the USACE. Any modifications to the construction and/or activities authorized herein that may be required by the USACE shall require consideration by and the prior written approval of the Grantor prior to the commencement of construction and/or any activities on sovereign, submerged lands.

16. ADDITIONAL STRUCTURES OR ACTIVITIES/EMERGENCY STRUCTURAL REPAIRS: No additional structures shall be erected and/or activities undertaken, including but not limited to, dredging, relocation/realignment or major repairs or renovations made to authorized structures, on, in or over sovereignty, submerged lands without the prior written consent from the Grantor, with the exception of emergency repairs. Unless specifically authorized in writing by the Grantor, such activities or structures shall be considered unauthorized and a violation of Chapter 253, Florida Statutes, and shall subject the Grantee to administrative fines under Chapter 18-14, Florida Administrative Code. If emergency repairs are required to be undertaken in the interests of public health, safety or welfare, the Grantee shall notify the Grantor of such repairs as quickly as is practicable; provided, however, that such emergency activities shall not exceed the activities authorized by this easement.

17. UPLAND RIPARIAN PROPERTY INTEREST: During the term of this easement, Grantee must have satisfactory evidence of sufficient upland interest as defined in subsection 18-21.003(63), Florida Administrative Code, to the extent required by paragraph 18-21.004(3)(b), Florida Administrative Code, in order to conduct the activity described in this easement. If at any time during the term of this easement, Grantee fails to comply with this requirement, use of sovereignty, submerged lands described in this easement shall immediately cease and this easement shall terminate and title to this easement shall revert to and vest in the Grantor immediately and automatically.

[*Remainder of page intentionally left blank; Signature page follows*]

IN WITNESS WHEREOF, the Grantor and the Grantee have executed this instrument on the day and year first above written.

WITNESSES:

Original Signature

Print/Type Name of Witness

Original Signature

Print/Type Name of Witness

BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND OF THE STATE OF FLORIDA

(SEAL)

BY: _____

Brad Richardson, ~~Senior Management Analyst Supervisor~~, Chief Bureau of Public Land Administration, Division of State Lands, State of Florida Department of Environmental Protection, as agent for and on behalf of the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida

"GRANTOR"

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 21st day of June, 2021, by Brad Richardson, ~~Senior Management Analyst Supervisor~~, Chief Bureau of Public Land Administration, Division of State Lands, State of Florida Department of Environmental Protection, as agent for and on behalf of the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida. He is personally known to me.

APPROVED SUBJECT TO PROPER EXECUTION:

12/4/2019

DEP Attorney Date

Notary Public, State of Florida

Printed, Typed or Stamped Name

My Commission Expires:

KATHY C. GRIFFIN
MY COMMISSION # GG 927461
EXPIRES: November 27, 2023
Bonded Thru Notary Public Underwriters

Commission/Serial No.

WITNESSES:

Original Signature

Brandy Keehn
Typed/Printed Name of Witness

Original Signature

Julie Cheek
Typed/Printed Name of Witness

Utilities Commission, City of New Smyrna Beach, Florida (SEAL)

BY:
Original Signature of Executing Authority

Joseph Bunch
Typed/Printed Name of Executing Authority

General Manager/CEO
Title of Executing Authority

"GRANTEE"

STATE OF FLORIDA

COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this 9th day of June, 2021, by Joseph Bunch as General Manager/CEO, for and on behalf of Utilities Commission, City of New Smyrna Beach, Florida. He is personally known to me or who has produced n/a, as identification.

My Commission Expires:

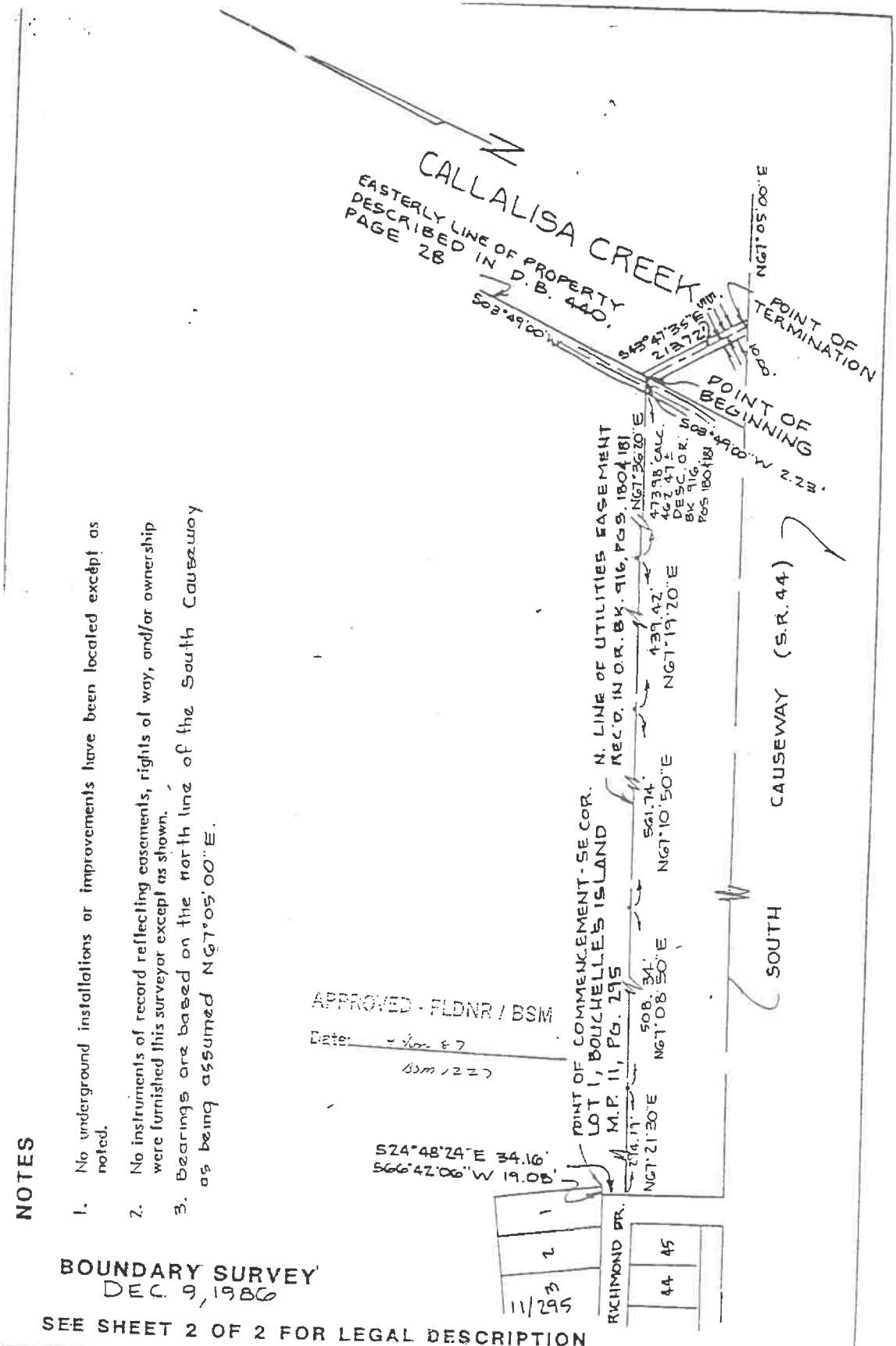
Commission/Serial No.

DEBRA P SIMMONS
Commission # GG 146825
Expires January 28, 2022
Bonded Thru Budget Notary Services

Notary Public, State of Florida

Debra P. Simmons
Printed, Typed or Stamped Name


NORTH CAUSEWAY
N Riverside Dr
N Causeway
Chicken Island
Bouchelle Island Development
CORONADO ARMS CONDO
Bouchelle Island Community Services...
Bouchelle Island Club House
Sheephead Cut
ROBERT MCCONNELL
E 1st Ave
Locus St
E 2nd Ave
The Garlic
Horton St
MCCORMACK CHAPMANS
S Causeway
Dunlon
E 3rd Ave
NSB Seashack
HILLMANS
ZER NELSONS
New Smyrna Museum of History
CAPTAINS QUARTERS
BOUCHELLES ISLAND
Publix Super Market at Indian River Village
Callalisa Creek
NEW SMYRNA BEACH HISTORIC DISTRICT
Riverside Park
S Causeway
Catalina Creek
S Orange St
S Riverside Dr
Indian River North
RDORF SHALL
BUSINESS PARK



NOTES

1. No underground installations or improvements have been located except as noted.
2. No instruments of record reflecting easements, rights of way, and/or ownership were furnished this surveyor except as shown.
3. Bearings are based on the north line of the South Causeway as being assumed N67°05'00"E.

BOUNDARY SURVEY
DEC. 9, 1986

SEE SHEET 2 OF 2 FOR LEGAL DESCRIPTION

SHEET 1 OF 2

For: NEW SMYRNA BEACH UTILITIES COMMISSION
Scale: 1" = 200'
Date: SEPT. 22, 1986 (SKETCH)
Job No.: 85-383.AA
Drawn: TLC Chkd.: MJC

I HEREBY CERTIFY THIS SURVEY MEETS THE MINIMUM TECHNICAL STANDARDS OF FLA. ADMINISTRATIVE CODE RULE 21HH-6

P.K. Precourt
REG. LAND SURVEYOR NO. 1100
AUTHORIZED SIGNATURE

DYER, RIDDLE, MILLS AND PRECOURT, INC.
ENGINEERS-SURVEYORS
1506 EAST COLONIAL DRIVE
ORLANDO, FLORIDA 32803
PHONE: (305) 896-0594

85 -383
UTILITIES COMMISSION NEW SMYRNA BEACH

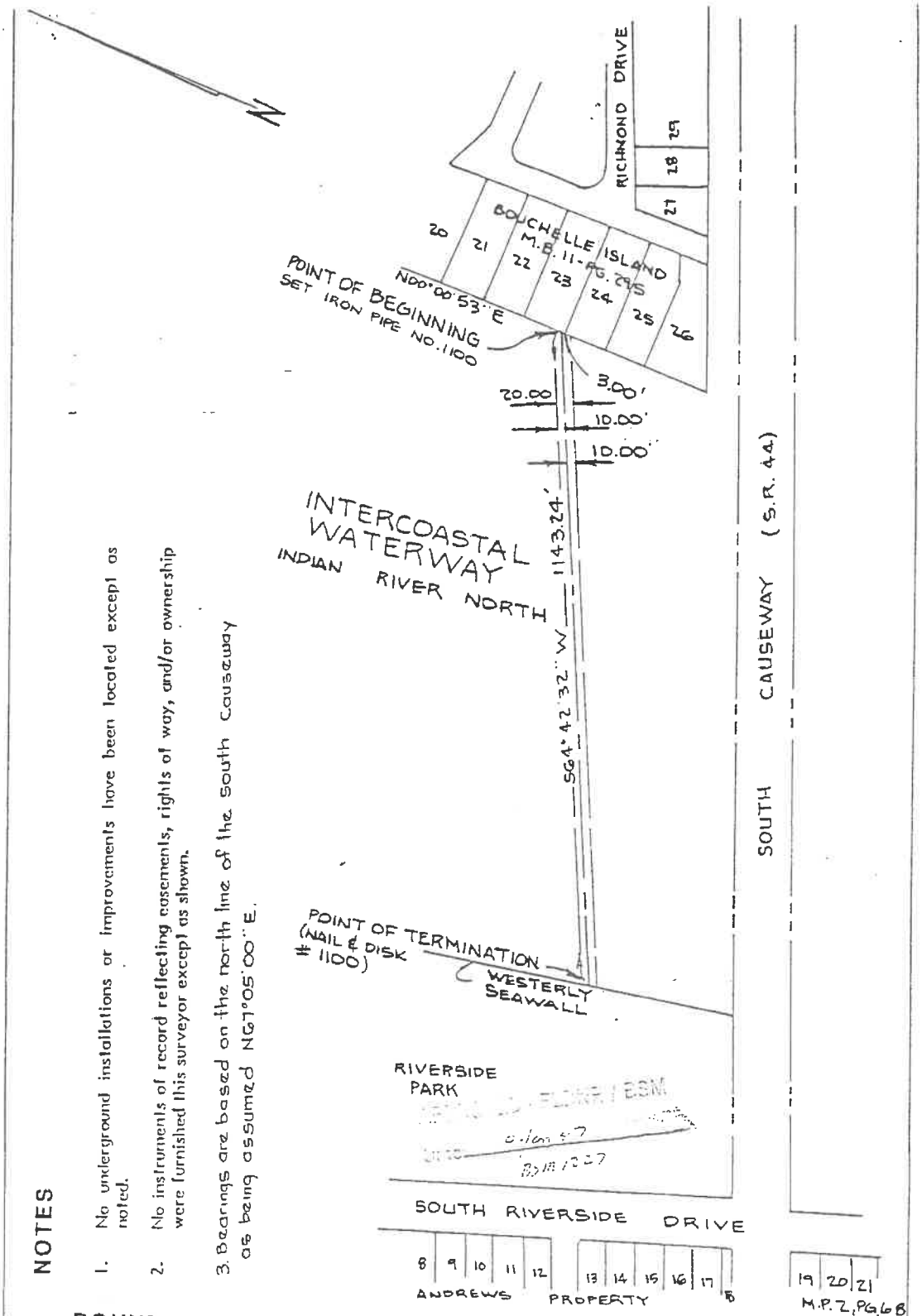
LEGAL DESCRIPTION OF A 10.00 FEET WIDE EASEMENT ACROSS CALLALISA CREEK IN VOLUSIA COUNTY, FLORIDA.

A 10.00 FEET WIDE WATER LINE EASEMENT DESCRIBED AS LYING 5.00 FEET ON BOTH SIDES OF (WHEN MEASURED AT RIGHT ANGLES TO) THE FOLLOWING DESCRIBED CENTERLINE:
COMMENCE AT THE SOUTHEAST CORNER OF LOT 1, BOUCHELLE'S ISLAND, AS RECORDED IN MAP BOOK 11, PAGE 295 OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA AND RUN S66° 42'06"W ALONG THE SOUTH LINE OF SAID LOT 1 A DISTANCE OF 19.08 FEET TO THE EAST RIGHT OF WAY OF RICHMOND DRIVE, AS SHOWN ON SAID MAP OF BOUCHELLE'S ISLAND; THENCE S24° 48'24"E ALONG SAID EAST RIGHT OF WAY LINE 34.16 FEET TO THE NORTH LINE OF THE UTILITY EASEMENT RECORDED IN OFFICIAL RECORDS BOOK 916, PAGES 180 AND 181 OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA; THENCE RUN ALONG SAID NORTH LINE OF THE UTILITY EASEMENT THE FOLLOWING FIVE (5) COURSES: N67° 21'30"E 294.19 FEET; THENCE N67° 08'50"E 508.34 FEET; THENCE N67° 10'50"E 561.74 FEET; THENCE N67° 19'20"E 439.42 FEET; THENCE N67° 36'20"E 473.98 FEET TO THE EASTERLY LINE OF THAT PROPERTY DESCRIBED IN TRUSTEES DEED RECORDED IN DEED BOOK 440, PAGE 28, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA; THENCE S03° 49'00"W ALONG SAID EASTERLY LINE 2.23 FEET FOR A POINT OF BEGINNING; THENCE S43° 47'35"E 213.72 FEET TO THE POINT OF TERMINATION ON THE NORTHERLY RIGHT OF WAY LINE OF STATE ROAD 44 (SOUTH CAUSEWAY).
THE SIDE LINES OF SAID WATER LINE EASEMENT TO TERMINATE ON AFOREMENTIONED EASTERLY LINE OF TRUSTEES DEED RECORDED IN DEED BOOK 440, PAGE 28, BEING A LINE BEARING S03° 49'00"W FROM THE POINT OF BEGINNING AND ON AFORESAID NORTHERLY RIGHT OF WAY LINE OF STATE ROAD 44, BEING A LINE BEARING N67° 05'00"E FROM THE POINT OF TERMINATION.
CONTAINING THEREIN 2137 SQUARE FEET, MORE OR LESS.

SHEET 2 OF 2 SHEETS
SEE SHEET 1 FOR SKETCH OF DESCRIPTION

DIV. OF STATE LANDS
SUBMERGED
DEC 10 1986

1505 EAST COLONIAL DRIVE • SUITE 200 • ORLANDO, FLORIDA 32803 4780 • TEL. (305) 896-0594
PRINCIPALS: DONALDSON K. BARTON • WILLIAM E. DYER • GERALD C. HARTMAN •
RUSSELL L. MILLS • A.L. PRECOURT • ROBERT A. RIDDLE • REGINALD L. TISDALE



NOTES

1. No underground installations or improvements have been located except as noted.
2. No instruments of record reflecting easements, rights of way, and/or ownership were furnished this surveyor except as shown.
3. Bearings are based on the north line of the South Causeway as being assumed N67°05'00"E.

BOUNDARY SURVEY
DEC. 9, 1986

SEE SHEET 2 OF 2 FOR LEGAL DESCRIPTION

SHEET 1 OF 2

UTILITIES COMMISSION
For: NEW SMYRNA BEACH
Scale: 1" = 200'
Date: APRIL 30, 1986 (SKETCH)
Job No.: 85-383.AA
Drawn: TLC Chkd.: MJC

I HEREBY CERTIFY THIS SURVEY MEETS THE MINIMUM TECHNICAL STANDARDS OF FLA. ADMINISTRATIVE CODE RULE 21HH-6

REG. LAND SURVEYOR NO. 1100
AUTHORIZED SIGNATURE

DYER, RIDDLE, MILLS
AND PRECOURT, INC.
ENGINEERS-SURVEYORS
1505 EAST COLONIAL DRIVE
ORLANDO, FLORIDA 32803
PHONE: (305) 896-0594

85-383
UTILITIES COMMISSION NEW SMYRNA BEACH

LEGAL DESCRIPTION OF A 20.00 FEET WIDE EASEMENT ACROSS THE INTERCOASTAL WATER WAY IN VOLUSIA COUNTY, FLORIDA.

A 20.00 FEET WIDE WATER LINE EASEMENT DESCRIBED AS LYING 10.00 FEET ON BOTH SIDES OF (WHEN MEASURED AT RIGHT ANGLES TO) THE FOLLOWING DESCRIBED CENTERLINE:
COMMENCE AT THE SOUTHWEST CORNER OF LOT 23, BOUCHELLE'S ISLAND AS RECORDED IN MAP BOOK 11, PAGE 295, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA AND RUN N00° 00'53"E ALONG THE WESTERLY LINE OF SAID LOT 23 A DISTANCE OF 3.00 FEET FOR A POINT OF BEGINNING; THENCE S64° 42'32"W 1143.24 FEET TO A NAIL AND DISK NO. 1100 SET IN THE WEST SEAWALL OF THE INTERCOASTAL WATERWAY (INDIAN RIVER NORTH); SAID NAIL AND DISK BEING THE POINT OF TERMINATION OF THE CENTERLINE OF THIS WATER LINE EASEMENT. THE SIDE LINES OF SAID WATER LINE EASEMENT TO TERMINATE ON THE AFORESAID WEST LINE OF LOT 23, AND THE WEST LINE OF LOT 24, SAID BOUCHELLE'S ISLAND, FROM THE POINT OF BEGINNING AND ON THE AFORESAID WEST SEAWALL OF THE INTERCOASTAL WATERWAY FROM THE POINT OF TERMINATION.

SHEET 2 OF 2 SHEETS
SEE SHEET 1 OF 2 FOR SKETCH OF DESCRIPTION

DIV. OF STATE LANDS
SUBMERGED

DEC 10 1986

1505 EAST COLONIAL DRIVE • SUITE 200 • ORLANDO, FLORIDA 32803 4780 • TEL (305) 896-0594
PRINCIPALS: DONALDSON R. BARTON • WILLIAM B. DYER • GERALD C. HARTMAN •
RUSSELL L. MILLS • A.L. PRECOURT • ROBERT A. RIDDLE • REGINALD L. TISDALE

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	
RELIABILITY PERFORMANCE	
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	✓
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 3-c

☑ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director, Central Services Britney Beck

☐ **OLD BUSINESS** **SIGNATURE:** _____

☐ _____ **EXHIBITS:** Quote 7767 dated June 14, 2021 and Spec. Sheet

SUBJECT: Purchase - Sherman Reilly Underground Puller

SUMMARY:

PROJECT TYPE: BUDGETED ANNUAL PROGRAM

Purchasing a DDHX-75 Underground Puller (7,500 lb pulling capacity) from Sherman Reilly to replace the former Blue Ox puller which was unrepairable and auctioned (about $5,600 recovered).

The Underground Puller is necessary for installing underground electric wire. UCNSB typically operates with two pullers, one for small jobs and another for medium jobs; however, the larger puller was in disrepair and after several attempts with various agencies, it was tagged for disposal and auctioned. This Puller is able to accommodate both medium and small jobs (large jobs would either be contracted or a puller rented for that particular project as they are rare). The purchase of this puller will eliminate the need to replace the smaller puller once it's life is complete and thus will result in future savings.

The DDHX-75 is optimized with a compact design (a footprint under 17ft) for simplified job site setup. It is hydraulically driven, with twin capstan bullwheels with on-demand payout, and is equipped with a digital recorder to continuously measure the length of cable deployed and line tension (which is necessary for safety).

The Puller has been demoed by T&D personnel, is on state contract, and is priced at $137,084.

FUNDING SOURCE(S) W.O. No. 21-UC030 Power Operated Equipment - Electric

RECOMMENDED ACTION:

A motion to approve the purchase of the Sherman Reilly DDHX-75 Underground Puller at a cost of $137,084 from Sherman & Reilly, Inc.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

SHERMAN+REILLY

Quote: 7767

Mr. Joe Bowen
CITY OF NEW SMYRNA BEACH
2495 North Dixie Freeway
New Smyrna Beach FL 32168

FormAddress-EmailURI:	sales@sherman-reilly.com
Date:	Jun 14, 2021
Your Reference:	DDHX-75
Valid To:	Sep 14, 2021
Customer Number:	220400
Contact:	6830 JOHN CARTER & ASSOCIATES, INC.
E-Mail:	sales@sherman-reilly.com

Ship-to Address:
CITY OF NEW SMYRNA BEACH
UTILITIES COMMISSION
200 CANAL ST
NEW SMYRNA BCH FL 32070-0100

Dear Mr. Bowen,
Thank you for your interest. We offer the following items:

Line	Product	Description	Quantity	Net Price	Net Value
10	608174	DDHX-75;SCH40_2-6;UG-71	1 Each	134,647.00 USD / 1 Each	134,647.00 USD
	List Price		134,647.00 USD / 1 Each		134,647.00 USD

DDHX-75 - 7,500 lb. Trailer Mounted Underground Puller with Electric Brakes, Diesel Engine, (3) Hydraulic Jacks, 3/8" x 2,000' Steel Pulling Cable. RF remote controlled Hydraulic Boom, Tensiometer, Digital Electronic Load Recorder, and Digital display for all machine operations, diagnostics and pull status.

Included Accessories:
1. Set, UG-71 Underground Blocks to fit sizes 2", 2-1/2", 3", 4", 5" & 6"

Total Item Net Value	134,647.00 USD
Shipping and Handling	2,437.00 USD
Total	**137,084.00 USD**

Payment Terms: 30 days net
Incoterms: FOB Destination, Freight PPD & Added, -

SHERMAN+REILLY

Quote: 7767

Quote Number: 7767

Sherman & Reilly, Inc., hereinafter referred to as the Company, shall not be liable to Purchaser for damages from any delays in manufacturing or shipping Products resulting from strikes, accidents, fires, floods, inability to secure fuel or power, delays in transportation, failure to receive materials from suppliers on time, terrorist activities, or other hindrances beyond the Company's control. Purchaser shall have the right to inspect Products at any time during the manufacture and assembly, after reasonable notice; however, any rejection of the Product must be in writing and received by the Company within 72 hours after delivery.

Material indicated as Special on the Acknowledgment Copy of the order differs from standard dimensions or in other ways and is manufactured to Purchaser's specific order. The order is not subject to cancellation after work has started. In the sole discretion of the Company, which must be confirmed in writing by an authorized representative of the Company, products indicated as Special on the Acknowledgement Copy of the order may be returned for credit, if received unused and undamaged and upon payment of a restocking charge equal at least 25% of net price, plus all transportation charges.

Prices are subject to change without notice unless otherwise stated in writing. All shipments are FOB Shipping with freight prepaid and billed on the invoice, including applicable taxes. Terms are Net 30 Days with approved credit unless otherwise stated. The maximum service charge allowable is 1-1/2% per month and will be applied to all accounts not paid within 30 days from the date of the original invoice. Minimum order is $50.00. The Company reserves the right to require payment in advance of any shipment and to be permitted to send shipments C.O.D. Due to the special nature of the goods, the Seller will select the freight carrier unless otherwise directed by the Purchaser.

There will be a service charge for payment received by credit card when the order amount is $1,000.00 and over. For Visa and MasterCard the service charge will be 2% of the order total. For American Express, the service charge will be 3% of the order total. Sherman & Reilly currently does not accept payment by any other credit card.

No order or contract shall be binding on the Company until accepted in writing by an authorized representative of the Company at its office in Chattanooga, Tennessee. The sales agreement evidenced by each order form, and any dispute or controversy arising there from or related thereto, shall be governed by the laws of the State of Tennessee.

LIMITED WARRANTY: Please refer to www.sherman-reilly.com

The Standard Limited Warranty defined on our web site covers all SRI products.

The Forever Warranty defined on our web site further covers SRI products comprising distribution and transmission single-conductor blocks and bundled blocks, and related accessories; collectively, "Products".

SHERMAN+REILLY®

DUCT DAWG® UNDERGROUND PULLER

DDHX-75/100 - 7,500 OR 10,000 LBS. PULLING CAPACITY

1 Fully articulating, self-supported 3-axis boom
- 50 degree swing arc, left and right
- 90 degree vertical arc, up and down
- 24 in. telescoping, in and out
- 17 in. sheave with 60-degree swivel head

2 Durable, battery-powered wireless remote control for safer operation

3 Accessory storage for air adapters, duct sheaves and miscellaneous tools

4 Digital and manual hydraulic operation interface

FEATURES

- Simplified underground jobsite setup
- Optimized, compact design with a footprint under 17 ft.
- Full CANbus compatibility
- Smooth operation with 3-speed gearbox on 75 and 2-speed on 100
- Hydraulically driven, twin capstan bullwheels with on-demand payout
- Equipped with a digital recorder to continuously measure length of cable deployed and line tension

DUCT DAWG® UNDERGROUND PULLER

DDHX-75/100 - 7,500 & 10,000 LBS. PULLING CAPACITY

Sherman-Reilly.com

SPECIFICATIONS

	DDHX-75	DDHX-100
Pulling Capacity Max:	7,500 lbs.	10,000 lbs.
Bullwheels:	Twin capstan, 6 in. dia., 5-groove followed by 6-groove	Twin capstan, 7 in. dia., 5-groove followed by 6-groove
Gearbox and Line Speed:	1st gear 0-60 fpm at 7,500 lbs. with demand payout 2nd gear 0-120 fpm at 3,500 lbs. with demand payout 3rd gear 0-285 fpm at 1,500 lbs. with demand payout	1st gear 0-60 fpm at 10,000 lbs. with demand payout 2nd gear 0-120 fpm at 5,000 lbs. with demand payout
Drive System:	Hydraulic	Hydraulic
Hydraulic Fluid:	ISO grade 32	ISO grade 32
Hydraulic Reservoir:	25 Gallon with cold weather package optional	25 Gallon with cold weather package optional
Engine:	49 peak Hp, Diesel, water-cooled, electric start	49 peak Hp, Diesel, water-cooled, electric start
Fuel Capacity:	13 Gallons	13 Gallons
Pulling Rope:	3/8 in., 6 x 25 XIP IWRC steel wire rope, 2,000 ft.	7/16 in., 6 x 25 XIP IWRC steel wire rope, 2,200 ft.
Boom:	Hydraulic, joystick controlled, 3-axis, 50° swing arc - 17 in. sheave with swivel head	Hydraulic, joystick controlled, 3-axis, 50° swing arc - 17 in. sheave with swivel head
Level-wind:	Dual automatic fairlead sheaves	Dual automatic fairlead sheaves
Puller Mounted Controls:	Dual redundancy hydraulic override	Dual redundancy hydraulic override
Puller Wireless Controls:	CANbus controller communicating with radio controlled remote (100 ft. max)	CANbus controller communicating with radio controlled remote (100 ft. max)
Footage Counter:	Electronic, actual footage, pay-in and pay-out with memory	Electronic, actual footage, pay-in and pay-out with memory
Hydraulic Tool Circuit:	7 gpm @ 2,500 psi auxiliary	7 gpm @ 2,500 psi auxiliary
Pulling Connectors:	Rotation-resistant: (1) E-35 rated at 3,000 lbs. & (1) E-49 rated at 8,000 lbs.	Rotation-resistant: (1) rated at 3,000 lbs. & (1) rated at 8,000 lbs.
Frame Construction:	Steel tubing, continuous-weld	Steel tubing, continuous-weld
Length, overall, nominal:	16 ft. 9 in.	16 ft. 9 in.
Width, overall, nominal:	95 in.	95 in.
Height, overall, nominal:	114 in.	114 in.
Weight*, nominal:	7,200 lbs. with rope	7,400 lbs. with rope
GVWR:	9,500 lbs.	9,500 lbs.
Suspension:	Leaf-spring	Leaf-spring
Axel Configuration:	Single	Single
Wheel Configuration and Tires:	Single, LT235/75R17.5	Single, LT235/75R17.5
Brakes, trailer:	Electric, with safety break-away switch	Electric, with safety break-away switch
Towing Attachment:	3 in. adjustable pintle eye	3 in. adjustable pintle eye
Safety Chains:	2 ea. with hooks	2 ea. with hooks
Tie Downs:	5/8 in. dia. steel D-rings	5/8 in. dia. steel D-rings
Front / Nose Jack:	Hydraulic, with shoe - 144 in.^{2} of surface area	Hydraulic, with shoe - 144 in.^{2} of surface area
Stabilizing Jacks:	Hydraulic, with shoe at rear corners - 144 in.^{2} of surface area	Hydraulic, with shoe at rear corners - 144 in.^{2} of surface area
Electrical System:	12 VDC, 60 amp alternator	12 VDC, 60 amp alternator
Lights, navigation:	US DOT LED, 12 VDC	US DOT LED, 12 VDC
Battery:	12 V	12 V
Grounding:	3/4 in. dia. copper-clad steel ground loops (4)	3/4 in. dia. copper-clad steel ground loops (4)

OPTIONS

Strobe Light	
Solar Battery Charger	
Submersible Pumps	Self-priming, compact, high-impact trainer housing pump
	See utility tools

Air Adapter Kits
Underground Blocks Available

Duct Dawg remote control

REV. 02/19

*Subject to change

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	
RELIABILITY PERFORMANCE	✓
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 3-d

☑ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director, Engineering

☐ **OLD BUSINESS** **SIGNATURE:** Julie Couillard

☐ _____ **EXHIBITS:** Quanta Technology Owner's Engineer Proposal/AMI Deployment dated 5-17-21 (V. 1.1); and AMI Budget Sheet - Phase 1

SUBJECT: Advanced Metering Infrastructure Project - Phase 1 (Quanta Technology, LLC)

SUMMARY:

PROJECT TYPE: MODERNIZATION ROADMAP PROJECT

As part of UCNSB's grid modernization plans, Advanced Metering Infrastructure (AMI) was identified as a key foundational item for utility operations. An AMI implementation program installs two-way remote meter reading capability that includes the smart meters, field communications, other edge devices, and the system head-end that interfaces to other systems such as billing, outage management, etc. Smart meters have functionality such as load, demand, and voltage profiling. With two-way communications, an AMI system can provide additional information on outages, voltage, loading losses, etc., which can be of tremendous benefit to the utility and the end customer. These programs enable a broad range of capabilities that result in utility cost savings and customer satisfaction improvements by providing the ability to offer more granular consumption data and power quality information, as well as outage notification, water leak detection, and remote connect/ disconnect. Hence, AMI is a key modernization program and enabler of advanced functionality in other systems such as customer information systems (CIS), outage management systems (OMS), and advanced distribution management systems (ADMS). As such, AMI programs are seen as top-priority foundational programs due to a large number of related and dependent programs, as well as the savings and customer benefits they make immediately available. In order to move forward with this AMI Project, UCNSB Engineering has requested AMI industry experts, Quanta Technology, LLC (Quanta) to provide a quote (proposal attached) to act as UCNSB Owner's Engineer for all three phases of this project. The work is outlined as follows:

- Phase 1: AMI readiness assessment and process gap analysis report, use cases, initial AMI vendor list, and initial RFP specification
- Phase 2: Final RFP, AMI vendor selection, and contract finalization
- Phase 3: Project execution

Engineering staff has reviewed the Quanta proposal and is requesting Commission approval to begin Phase 1 in the amount of $111,963 and an overall budget of $112,000 for FY21. Full project approval for AMI projects will be presented to the Commission for approval in the future. Quanta Technology will perform the work under the existing FMPA/Quanta Technology Master Services Agreement (dated 8-23-17).

Engineering has included both Electric and Water AMI projects in the UCNSB FY22-30 Budget Projections.

FUNDING SOURCE(S) W.O. No. 21-UE1036

RECOMMENDED ACTION:

A motion to approve the Advanced Metering Infrastructure Project - Phase 1 in the amount of $112,000 for FY2021(full project approval forthcoming) and award project's Phase 1 Owner's Engineering Services to Quanta Technology, LLC in the amount of $111,963, and authorize the General Manager/CEO or his designee to execute all documents associated with this matter.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

QUANTA TECHNOLOGY

PROPOSAL

AMI Deployment: Owner's Engineer Scope of Services

PREPARED FOR

Utilities Commission of New Smyrna Beach (UCNSB)

DATE

May 17, 2021
(Version 1.1)

INTERNAL PROJECT NUMBER

21A004

PREPARED BY

Jeff Richardson
JRichardson@Quanta-Technology.com
(919) 724-6962

Bob Dumas
RDumas@Quanta-Technology.com
(919) 334-3044

VERSION HISTORY:

Version	Date	Description
1	4/1/2021	Initial submission
1.1	5/17/2021	Addition of UCNSB resource requirements; corrections and updates

EXECUTIVE SUMMARY

In 2020, Quanta Technology worked with the Utilities Commission of New Smyrna Beach (UCNSB) to develop a comprehensive grid modernization roadmap. This roadmap allowed UCNSB to enhance and strengthen its grid planning, operations, engineering activities, and to identify and prioritize key infrastructure investments in support of its vision, mission, and values statement goals. Implementing the roadmap will allow UCNSB to be a trusted advisor and steward for their community, operating reliable and sustainable water and electric systems.

The grid modernization plan identified 23 programs, reviewed their status at UCNSB, examined industry trends, and identified expected benefits for each one. These programs were then prioritized using qualitative benefit-cost analysis, considering the interdependencies between programs, with programs that impact one or more other programs being classified as foundational. Advanced Metering Infrastructure (AMI) was identified as a top-priority foundational program due to its large number of related and dependent programs and the savings and customer benefits that are immediately available.

This proposal builds on the work done in the grid modernization roadmap to provide a plan to select and implement an AMI program in New Smyrna Beach.

TABLE OF CONTENTS

1 INTRODUCTION

Quanta Technology, LLC, submits this proposal in response to the Utilities Commission of New Smyrna Beach's request for support with their plans to implement an Advanced Metering Infrastructure (AMI) system as part of UCNSB's grid modernization plan developed with Quanta Technology in 2020. Based on our years of AMI experience, key factors for a successful AMI deployment include:

- Clear understanding of the objectives of the AMI deployment (use cases)
- Available future functionality
- Proper integration with legacy systems (if possible)
- Desired future system integrations (OMS, etc.)
- Best use of in-house versus outsourced (hosted AMI) resources
- Prepared staff
- Community engagement throughout the entire process
- List of qualified vendors
- Customized and detailed request for proposal (RFP) specification that covers UCNSB's priorities and needs

The proposed scope of work was created to address these success factors. Quanta Technology has structured the work in three phases:

- Phase 1: AMI readiness assessment and process gap analysis report, use cases, initial AMI vendor list, and initial RFP specification
- Phase 2: Final RFP, AMI vendor selection, and contract finalization
- Phase 3: Project execution

Phase 1 is presented in this proposal as a time and material (T&M) estimate and is discussed in Section 2. Phases 2 and 3 are discussed generally in Section 3, but, based on UCNSB's needs, a full proposal for these Phases can be provided after completing Phase 1.

1.1 About Quanta Technology

Quanta Technology is an independent technology, consulting, and testing company providing business and technical expertise, along with advanced methodologies and processes, to utilities and others in the power and energy industries. Our mission is to provide unparalleled value to our clients in every engagement across the value chain by using advanced software and hardware, laboratories, and custom tools for a holistic approach to practical service and the most insightful thought leadership in the industry.

Quanta Technology's client base is well established in North America and numerous international markets. Our clients include energy-delivery utility companies, large industrial companies, energy suppliers, Regional Transmission Operators, Independent System Operators (RTOs/ISOs), and energy industry research and support organizations.

Quanta Technology is a wholly-owned subsidiary of **Quanta Services, Inc.** (NYSE: PWR). Quanta Services safely provides engineering, procurement, and construction (EPC) services for comprehensive infrastructure needs in the electric power and oil & natural gas industries. With a workforce tens-of-thousands strong and offices across North America and abroad, Quanta is the premier provider in the industries it serves. As part of the Quanta family of companies, Quanta Technology has the workforce, resources, and expertise to complete projects that are local, regional, national, or international in scope.

We offer a full spectrum of services in the following:

- Grid Modernization & Business Strategy
- Regulatory Compliance
- Transmission & Distribution
- Automation & Testing
- Asset Operations
- Protection & Control
- Asset Management
- Electrical Transportation
- Advanced Metering Infrastructure (AMI)
- Enterprise Integration
- Smart Grid Strategies
- Applied R&D
- Renewables Integration
- Energy Storage
- Microgrids
- Workforce Training & Augmentation

About Quanta Services:

- The largest electric transmission and distribution specialty contractor in North America
- The largest employer of certified electric power linemen in North America
- The largest pipeline specialty contractor in North America
- The owner of the largest specialized equipment fleet in the industry
- A Fortune 400 company with a strong balance and the financial resources for capital-intensive projects
- A full-service EPC service provider
- An innovator of technologies and proprietary methodologies

2 PHASE 1 PROJECT DESCRIPTION

2.1 Scope of Work

The objective of Phase 1 is to clarify and document UCNSB's overall AMI strategy, use cases, and readiness by drawing on UCNSB's grid modernization plan and through a series of interviews (face-to-face and remote communication). It is critical to have a clear understanding of the overall objectives before investing in an AMI system. At the same time, an understanding of UCNSB's current processes and capabilities should be assessed to gauge how prepared UCNSB is to roll out and maintain an AMI system. As shown in UCNSB's grid modernization roadmap, an AMI system brings with it many benefits; however, to realize these benefits, some of UCNSB's current processes may need to be changed, while in other cases, all new processes may need to be developed. Proper preparation is crucial.

2.2 Methodology

Phase 1 will use the following workflow (Table 2-1 and Figure 2-1). It will start with a kickoff meeting with UCNSB's team to set expectations and requirements for the on-site meetings/workshops. Using the information gathered during the kickoff and on-site meetings, Quanta Technology will develop two reports: 1) an AMI Readiness Assessment/Process Gap Analysis report and 2) a Use Cases report. The two reports, plus notes from an assessment of UCNSB's future IT plans and integration needs, will be used to help develop a specification for a turnkey AMI deployment targeted specifically to the use cases, needs, and capabilities of UCNSB, as shown in Figure 2-1.

Table 2-1. Phase 1 Workflow

Task	Description	Deliverable
1.1	Project Kickoff	Meeting Minutes
1.2	Data Collection/Information Gathering	Meeting Minutes
1.3	Process Gap Analysis and AMI Readiness	Report
1.4	AMI Use Case Details	Report
1.5	Future IT System Plans and Integration Needs	None (input to RFP)
1.6	Preliminary AMI RFP Specification Development	Specifications
1.7	Meter Geospatial Mapping	Add to Specification
1.8	Preliminary AMI Vendor List Development	Report

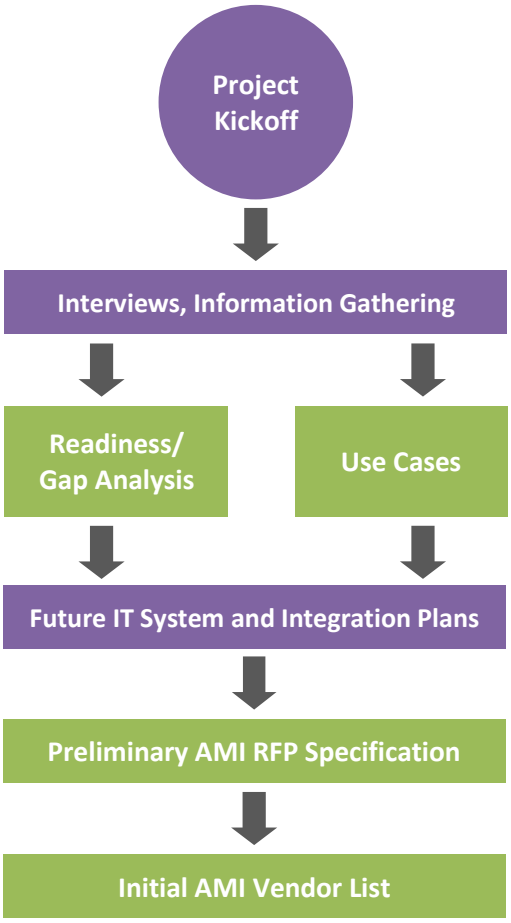


Figure 2-1. RFP Development Methodology

2.2.1 Task 1.1: Project Kickoff

The project will begin with a remote project kickoff meeting via conference call. The kickoff meeting is expected to cover:

- Introduce project personnel
- Ensure scope of work (SOW) is clear to all team members
- Update the SOW, if needed, based on detailed discussions
- Ensure responsibilities for all project members are understood
- Develop a communication plan for internal project communications
- Review and update schedule, as needed
- Discuss project expectations of all parties

In addition, information on the utility system will help us prepare for the on-site meeting. Typical information includes:

- Organization chart of utility indicating team members who will be working on the project
- Number of electric meters
- Number of water meters
- One-line diagram of the electrical grid
- Map indicating electric and water meter placement
- Topology of the area to be covered
- Predicted growth patterns
- External constraints/requirements/regulations

Some of this information was already provided to Quanta Technology as part of the grid modernization plan project, but it will be helpful to update it as some time has passed since then.

Deliverable: Kickoff meeting notes

2.2.2 Task 1.2: Data Gathering and Review of UCNSB's Ongoing Grid Modernization Plan

The 4-day on-site meeting/workshop will include a series of staff interviews and group sessions to better understand UCNSB's needs, challenges, and status of related capabilities. This meeting/workshop will include a review of UCNSB's grid modernization plan and progress to date on the programs identified in that plan.

The information gathered from the on-site meetings and subsequent discussions will be used to develop an AMI Readiness Assessment/Process Gap Analysis report and a Use Case Detail report. Examples of topics to be discussed are as follows:

- Ongoing initiatives
- Outage management system (OMS) functionality
- Water leak detection
- Load management and consumer behavior modifications including:
  - Programmable controllable thermostats (PCTs)
  - Peak management using tools such as time-of-use rates, critical peak pricing, active load control, and prepaid billing
- Transformer mapping and load monitoring
- Voltage monitoring
- Net metering
- Use of meter remote disconnect/reconnect to facilitate utility and customers goals, which can include:
  - Revenue protection
  - Move-in/out automation
  - Load limiting

- Fire department power shutoff
- Pre-paid metering functions

Additionally, Quanta Technology will perform a high-level business process and procedures audit to understand current practices and potential gaps covering meter install, meter change-out, meter reading to billing, disconnects (non-payment), theft detection, and other current practices/gaps. Topics will include:

- Existing business processes and skill sets of staff
- Current customer information system (CIS) implementation and interfaces
- Current meter data management practices
- Relate existing enterprise IT systems and their capabilities and interactions with each other. The plan will be to create an existing system data flow map for UCNSB and determine which systems will be useable in this project (e.g., the GIS system, OMS system, etc.).
- Customer engagement readiness: does UCNSB have communications plans leading up to the start of this deployment?
- Discussions will also include UCNSB's growth expectations, anticipated customer trends, and other external factors that should be considered.

Deliverable: Meeting notes from data collection/information gathering

2.2.3 Task 1.3: AMI Readiness Assessment and Process Gap Analysis Report

The information gathered during the meetings with UCNSB will be used to generate an AMI Readiness Assessment and Process Gap Analysis report. There are many processes associated with metering and billing. As stated before, some of these processes will need to be revised, and some will need to be created from scratch. Quanta Technology may address as many as 30 or more such processes during the on-site meetings and will work with UCNSB to map the workflow. An example of a business process map for billing disputes is shown in Figure 2-2. After the process mapping, Quanta Technology will identify potential gaps, if any, that UCNSB will need to address before an AMI implementation. The same approach will be taken to document existing data flows associated with metering and billing. The results will be used specifically to identify potential integration issues and, if needed, will be addressed in the RFP specification.

The final report will contain the process maps discussed during the meeting with UCNSB and identify potential gaps requiring further action.

Deliverable: AMI readiness assessment/process gap analysis report

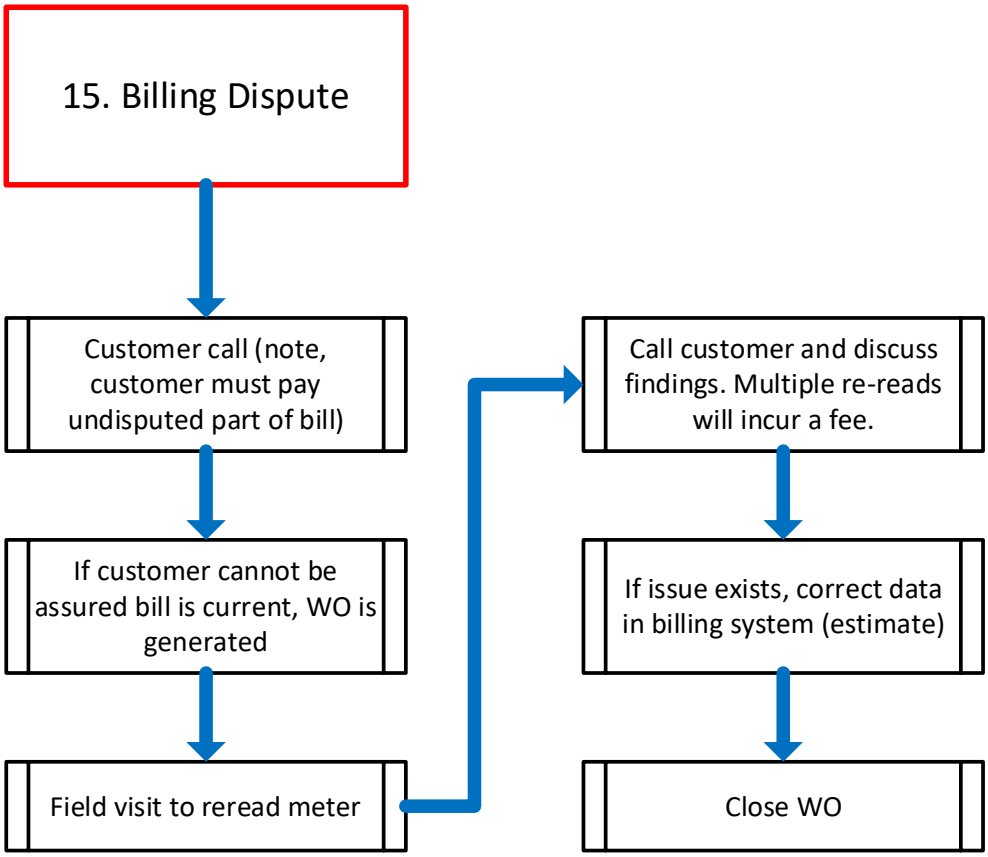


Figure 2-2. Example Business Process Map (Billing Dispute)

2.2.4 Task 1.4: AMI Use Case Details

Quanta Technology will work with UCNSB's team to understand UCNSB's AMI use cases. Building on the grid modernization priority pyramid developed as part of the grid modernization plan, shown in Figure 2-3, we will develop a similar priority pyramid for the AMI use cases. As an example, the grid modernization roadmap identified the need for outage management. This task will look at specific use cases around the use of AMI data for outage management.

The starting point will be a broad list of available AMI functionality. During discussions with UCNSB, Quanta Technology will document the priorities and the justification for the functionality. A more specific definition of the functionality will be developed. Finally, the foundational components necessary to support the functionality will be defined. Based on UCNSB's priorities and well-defined functionality, the RFP specification will be written to address these requirements specifically.

Deliverable: AMI use case details report

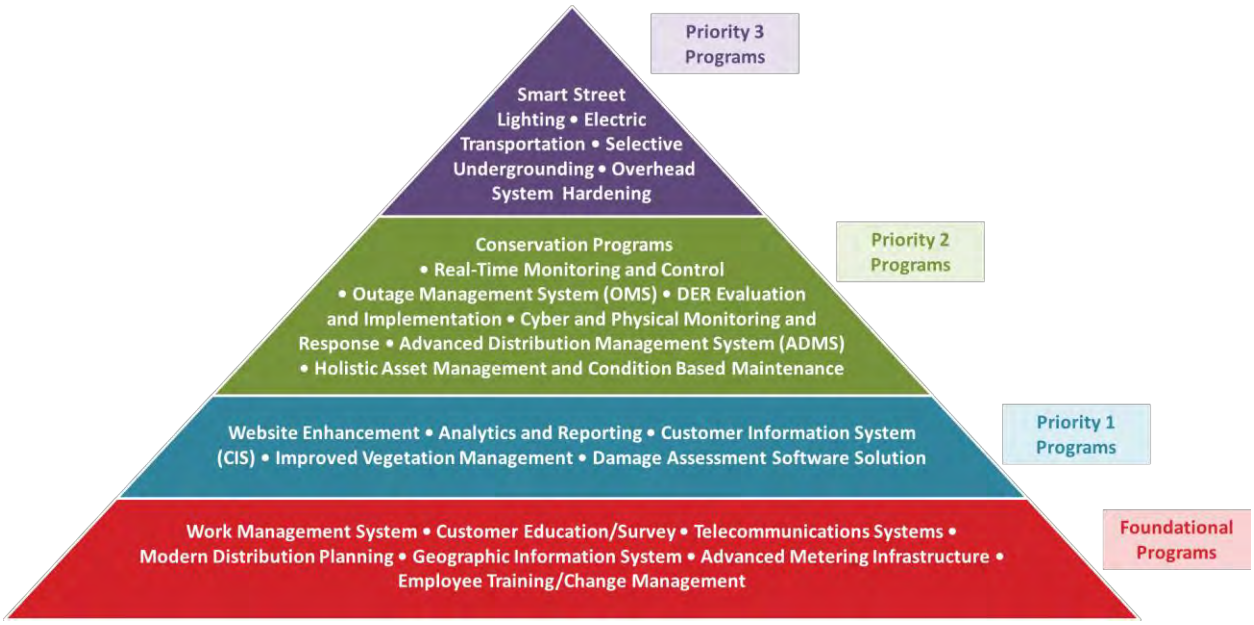


Figure 2-3. Grid Modernization Priorities (Constrained)

2.2.5 Task 1.5: Future IT System Plans and Integration Needs

The grid modernization roadmap identified 23 grid modernization programs to be implemented at UCNSB. These programs have different priorities and implementation guidelines. AMI is a foundational technology that will enable many of these programs when the time comes to implement them. In addition, UCNSB may be planning other initiatives not listed in the grid modernization roadmap. In this task, Quanta Technology with work with UCNSB to identify future needs for integration with these and other programs. The output of this task will be used as input to the AMI RFP specification to ensure that the selected system will support the required future integrations.

Deliverable: Notes to be used as input to the preliminary AMI RFP specification

2.2.6 Task 1.6: Preliminary AMI RFP Specification Development

Based on UCNSB's grid modernization priorities, AMI priorities, and gap analysis, Quanta Technology will develop a draft AMI specification for review. The specification will incorporate UCNSB's preferred approach (e.g., managed services and a single prime contractor) to the extent possible.

Additionally, it will address the following:

- UCNSB's prioritized smart-grid needs
- Customer portal
- Use of a testbed

- Vendor site visits
- Vendor training of UCNSB employees

Deliverable: Preliminary AMI RFP specification

2.2.7 Task 1.7: Meter Geospatial Mapping

When issuing an RFP for a communicating AMI system, meter, and asset location data are critical for an AMI vendor to provide firm pricing because the distribution of these assets will drive communications infrastructure needs. For this effort, Quanta Technology will use any existing location data UCNSB might have, as well as our standard geocoding approach for locating meters and assets based on postal addresses. This effort will generate location data tables and maps to be included in the RFP for the following:

- UCNSB's water meters
- UCNSB's electric meters
- Other UCNSB and City-owned assets that may be potential locations for communications infrastructure

Deliverable: Location data contained within the preliminary RFP specification

2.2.8 Task 1.8: AMI Vendor List

Based on the priorities developed with UCNSB and the draft RFP, Quanta Technology will work with UCNSB to develop an AMI vendor list. We will provide a high-level review of the vendors and recommend four to five vendors to act as prime contractors for UCNSB's needs. A table will be provided supporting Quanta Technology's recommendation(s). In Phase 2 of this project, after bids are received, we recommend the list be further reduced to a shortlist of two vendors after an in-depth review of the four to five bidders as outlined in Phase 2.

Deliverable: AMI vendor list

2.3 UCNSB Resource Requirements for Phase 1

Quanta Technology will require the availability of UCNSB team members for some of the tasks during Phase 1. This section identifies the roles required and estimates the demands on their time during these critical early project stages.

The first step will be to identify the UCNSB project team. We ask that UCNSB do this before project kickoff. The required roles are:

- Executive and support
- CFO
- IT
- Billing/customer service/marketing and support
- Water lead

- Electric lead
- Designated project manager
- Other stakeholders, as determined by UCNSB

Table 2-2 summarizes the estimated time requirements for each UCNSB team member in phase 1.

Table 2-2. UCNSB Resource Requirements

Task	When	Activity	Description	UCNSB Project Team Members Required	UCNSB Team Time Required
1.1	2021-06	Pre-Kickoff Call	Review proposed schedule, timeline, and kickoff meeting agenda	Entire team	1 hour
1.1	2021-06	Information for kickoff meeting	Gather/document information items listed in section 2.2.1	Water and electric leads, others as needed	8-16 hours
1.1	2021-06	Kickoff meeting	See section 2.2.1	Entire team	3 hours (some can leave after intro)
1.2	2021-06	On-site day 1 AM	Review grid modernization plan and changes or progress since then, AMI priorities, use cases, team and roles	Entire team	4 hours
1.2	2021-06	On-site day 1 PM	Field visits: Typical installations, unusual installations, water towers, fiber, etc.	Water and electric leads	4 hours
1.2	2021-06	On-site day 2 AM	IT integration data flows (part 1)	IT	4 hours
1.2	2021-06	On-site day 2 PM	Water process mapping (part 1)	Water lead, meter reading, billing	4 hours
1.2	2021-06	On-site day 3 AM	Water process mapping (part 2) (see note below)	Water lead, meter reading, billing	4 hours
1.2	2021-06	On-site day 3 PM	Electricity process mapping (see note below)	Electric lead, meter reading, billing	4 hours
1.2	2021-06	On-site day 4 AM	IT integration data flows (part 2)	IT	4 hours
1.2	2021-06	On-site day 4 PM	Wrap up, summary of findings, use case refinement, next steps	Entire team	4 hours
1.3, 1.4	2021-07	Follow up calls	Follow up calls of 30-60 minutes as needed	Category leads or subject matter experts	30-60 minutes per call (expect at least 4 calls)
1.3	2021-09	Review report	Review AMI readiness assessment/process gap analysis report and follow-up conference call	Leads and other interested stakeholders	4-8 hours
1.4	2021-11	Review report	Review AMI use case details report and follow-up conference call	Leads and other interested stakeholders	4 hours
1.5	2021-08	Interview	Information gathering for future IT system plans and integration needs	IT	4 hours
1.6	2022-02	Review specification	Review preliminary RFP and follow-up conference call	All stakeholders	Up to 8 hours (depending on the stakeholder's role)

Note: If water process mapping is done first, electricity process mapping typically requires less time due to commonality between the processes. The opposite is true if electricity is done first.

2.4 Assumptions for Phase 1

The following assumptions (Table 2-3) have been made in developing the cost and schedule for this proposal.

Table 2-3. Project Assumptions for Phase 1

Item	Assumption
1	Quanta Technology team members will be on-site for the interviews in Phase 1
2	UCNSB staff are available for interviews and other tasks in Phase 1, as listed in section 2.3
3	Presentation of on-site meeting findings via a web conference for Phase 1
4	AMI vendor list will be reduced to the top four options
5	FMPA staff will provide support on an as-needed basis and will remain engaged in the phase at UCNSB's discretion
6	Phases 2 and 3 pricing and assumptions to be determined after completion of Phase 1
7	The schedule assumes June 1, 2021 start date
8	UCNSB will, at a minimum, provide addresses for each water and electric meter

2.5 Project Schedule

The schedule for the proposed project is provided in Table 2-4.

Table 2-4. Project Schedule

Task #	Description	Start Date	End Date
1.1	Project Kickoff	2021-06	2021-06
1.2	Data Gathering and Grid Modernization Plan Review	2021-06	2021-09
1.3	Process Gap Analysis and AMI Readiness	2021-06	2021-09
1.4	AMI Use Case Details	2021-06	2021-11
1.5	Future IT System Plans and Integration Needs	2021-08	2021-11
1.6	Preliminary AMI RFP Specification Development	2021-10	2022-02
1.7	Meter Geospatial Mapping	2021-12	2022-01
1.8	AMI Vendor List	2021-12	2022-02

3 FUTURE WORK: PHASE 2 AND PHASE 3 OVERVIEW

Phases 2 and 3 are generally discussed in this section, but a full proposal for these phases will be provided only after completing Phase 1, and it will be based on UCNSB's needs. No pricing is provided for these phases at this time.

3.1 Phase 2: Final RFP, Vendor Selection, and Contract Finalization

The objective of Phase 2 is to use all feedback from UCNSB to finalize the RFP, providing technical support to UCNSB in the AMI vendor selection process and the vendor selection.

Details are provided in the following subsections.

3.1.1 Finalize RFP

Quanta Technology will resolve all comments and include all necessary information from UCNSB required to complete the RFP.

3.1.2 Issue RFP for Bid

Quanta Technology will work with UCNSB and their contracts group to issue the final RFP for bid. As noted, bidders receiving the RFP will be limited to a total of four vendors.

3.1.3 Vendor Questions

RFP respondents will be allowed to ask questions regarding the RFP. Quanta Technology will work with UCNSB to prepare responses to any questions from vendors regarding the RFP.

3.1.4 Detailed Videoconference Interviews for up to Four Vendors

Specific discussion topics and questions will be developed to guide the videoconferences. Questions generally applicable to this activity can include the following:

- Firm experience and reference accounts
- Staff expertise/experience with deployments
- Clarity of integration in proposed solution (CIS, SCADA, GIS, and MDM)
- History of success with proposed equipment (specifically, with proposed meters and communication systems)
- Experience with municipal utility deployments
- Ability to meet the required schedule
- Software integration capabilities aligned with UCNSB's plans
- Managed-services experience

3.1.5 Bid Evaluation and Finalization of Bidder Short List

Quanta Technology will review all responses to the RFP and work with UCNSB to prepare any clarifications to be requested from bidders based on their proposals. The Quanta Technology team will then work with UCNSB personnel to rank vendors according to UCNSB's evaluation criteria and generate a summary report.

Quanta Technology deliverables for this task of the project are as follows:

- High-level compliance review to ensure bids are compliant before evaluation
- Advise the evaluation team that NSB assigns to detailed proposal review
- Present the information to a UCNSB-determined audience (if required)
- Finalize bidder shortlist (two vendors) prepared in conjunction with UCNSB

3.1.6 Utility Reference Visits, BAFO, and Final Recommendations

Quanta Technology will assist UCNSB with reference visits. Before the visits, we will develop with UCNSB a list of questions and assist in developing the meeting agenda with the hosting utility. We will accompany UCNSB during the visits and facilitate discussions as needed. We assume there will be one visit per shortlist bidder for a total of two visits.

Quanta Technology will coordinate meetings, either on-site or via web conference, to allow the shortlisted vendors to clarify their proposal further and discuss any other information that will assist UCNSB's evaluation. Vendors will then be allowed to provide their best and final offer (BAFO).

Quanta Technology deliverables for this task of the proposed project are as follows:

- Summary report or presentation summarizing the proposals along with the question/answer results to define a recommended shortlist (two vendors max)
- Final vendor recommendation to UCNSB

3.1.7 Draft Contract Starting Point, Internal Review/Updates, and Vendor Negotiations

Quanta Technology will work with UCNSB to determine the best contract starting point. This process will begin with comparing UCNSB's and the vendor's contract templates to determine which will be in the best interest of UCNSB. The chosen template will then be updated with specifics from the winning proposal and UCNSB's requirements. Quanta Technology will lead this effort based on extensive experience, ensuring the points in Table 3-1 are addressed. While not comprehensive, this table provides some of the critical items that Quanta Technology will ensure are covered in the contract.

Table 3-1. Important Contractual Topics

Main Topics			
• Warranty (Particularly in the Water Meter Water Ingress Area) • Indemnity • Limitation of Liability • Damages (Liquidated or Actual) • Cancellation • System Acceptance			
Specific to Customer Engagement	**Specific to AMI System**	**Specific to Meter Installation**	**Specific to MDM Provider**
1. Rate Comparison 2. Neighborhood Bill Comparison 3. Ease of Use 4. Door Hangers 5. Call Center 6. Customer Portal	1. System Availability % 2. Scheduled Maintenance 3. Disaster Recovery 4. Recovery Times 5. System Security 6. Customer Data Protection 7. Licensing 8. Maintenance and Support 9. Alternate Meter Supplier 10. System Training	1. Insurance 2. Background Checks and Drug Testing 3. WOM system 4. Safety and Protective Equipment Requirements 5. Vehicle Signage 6. Personnel Dress Code and Behavior 7. Right to Remove Personnel 8. Temporary Stand Down Provisions	1. System Availability % 2. Scheduled Maintenance 3. Disaster Recovery 4. Recovery Times 5. Customer Portal 6. System Security 7. Customer Data Protection 8. Licensing 9. Maintenance and Support 10. System Training

Once the contract starting point has been established, Quanta Technology will coordinate the subsequent negotiations. These negotiations will typically involve several rounds of "redline" edits between the parties and will be accompanied by phone conferences with vendor contract personnel. Ultimately, this process will conclude with the finalization and execution of the UCNSB/vendor contract.

3.2 Phase 3: Project Execution

The objective of Phase 3 is to provide support during the project execution. Details are provided in the following subsections.

3.2.1 Vendor (Prime Contractor) Kickoff Meeting

The proposed kickoff meeting will follow a format similar to the one proposed for Phase 1.

3.2.2 Software/Systems Integration

Quanta Technology will provide oversight and support with the implementation and AMI rollout after vendor selection, including the critical area of integration with UCNSB's existing IT systems. This integration is the responsibility of the vendor, with support from UCNSB. Quanta Technology will monitor this integration work and work with the vendor to ensure a successful implementation.

3.2.3 Test Bed Oversight and Summary

Quanta Technology proposes the installation of a meter test bed to demonstrate and prove the system. This work will be included in the RFP and will be the responsibility of the vendor. Quanta Technology will monitor the installation and assist in developing a test plan and providing regular updates on the status.

3.2.4 Business Readiness Evaluation

Quanta Technology will conduct a Business Readiness Evaluation and process reengineering to align with AMI system capabilities and the gaps discovered during the interviews in Phase 1.

3.2.5 Field Rollout Support and Project Close-Out

It is assumed that the vendor will provide project management during the deployment phase and that UCNSB will assign a project manager. Many of the activities identified here will consist of Quanta Technology working with those project managers to accomplish these tasks. As an option, Quanta Technology could provide a project manager.

For Quanta Technology, this effort will consist of the following activities:

- Vendor meetings
- Schedule management
- Contract administration and change orders (if required)
- Weekly calls and periodic on-site meetings
- Field install oversight, including tracking and reporting of:
  - Return material authorization (RMA) activities
  - Install progress – plan vs. actual
  - Return to utility (RTU) non-install resolutions
  - Customer complaint resolutions
  - Safety issues and reporting
  - Daily/weekly install plans
  - QA activities

4 PROPOSED PROJECT TEAM

Quanta Technology's project team is composed of experts who have worked together previously on similar projects. This section details their qualifications, how they will be organized, and who will work on what aspects of the project.

4.1 Key Personnel

The following personnel are being proposed for this project. See Appendix A for personnel bios.

- **David G. Hart**, Executive Sponsor
- **Robert Dumas**, Technical Lead and AMI Subject Matter Expert (SME)
- **Jeff Richardson**, Project Manager, and AMI SME
- **Harris Glover**, AMI SME
- **Mike Longrie**, AMI SME

4.2 Project Organization

The organizational chart below (Figure 4-1) shows the working structure proposed for this project. Jeff Richardson will serve as the Project Manager, overseeing all the activities, project schedule, work assignment, on-time delivery, quality assurance, and coordination with the customer. Bob Dumas will be the primary subject matter expert with assistance from Jeff Richardson. Other personnel may also be brought into the project as needed.

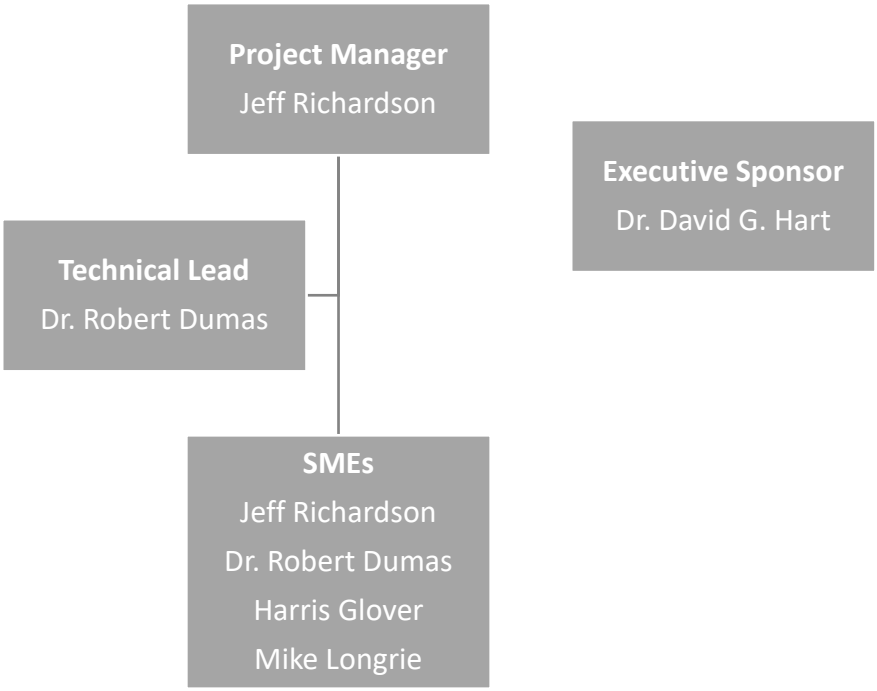


Figure 4-1. Project Organization Chart

5 PRICING

5.1 Pricing for Phase 1

Quanta Technology offers the scope of work, deliverable items, and project team described in this proposal on a Time and Material basis per the rate table below (Table 5-1). Travel and lodging will be billed at cost. These rates are exclusive of taxes, which are the sole responsibility of the customer.

Table 5-1. Quanta Technology 2021 Hourly Rates with 10% FMPA Discount

Name	Billing Title	Rate
Dumas, Robert	Principal Advisor	$279
Richardson, Jeff	Senior Advisor	$237
Longrie, Mike	Principal Advisor	$279
Hart, David	Executive Advisor	$331
Glover, Harris	Principal Advisor	$279

The cost for the project on a Time and Materials basis is estimated at **$111,963**, including expenses. The project will be regularly reviewed to evaluate progress based on the planned scope and budget estimate. The project price is calculated based on the scope of work, rates, and the assumptions outlined in this proposal. If changes to the scope or assumptions are required, the project price will be updated. Periodic reviews of the cost to date, cost estimates, and schedules will be conducted with UCNSB during the project execution.

Table 5-2. Project Hours and T&M Pricing

#	Task	Hours	Price
Phase 1: Planning		**455**	**$106,123**
1.1	Project Kickoff	51	$13,029
1.2	Data Gathering & Grid Modernization Plan Review	101	$23,919
1.3	Process Gap Analysis & AMI Readiness	70	$16,546
1.4	AMI Use Case Details	56	$12,778
1.5	Future IT System Plans & Integration Needs	53	$13,291
1.6	Preliminary AMI RFP Specification Development	88	$19,464
1.7	Meter Geospatial Mapping	14	$2,272
1.8	AMI Vendor List	22	$4,824

Table 5-3. Expenses

Phase	Travel	Amount
1	Project Kickoff Meeting & Interviews	$4,200
1	Phase 1 Summary Meeting	$1,640
	Total	**$5,840**

5.2 Pricing for Phases 2 and 3

Quanta Technology is providing an initial budgetary estimate for the additional phases. It should be noted that several factors such as functionality selected, length of deployment rollout, etc., will impact the final estimates, which will be provided at the completion of the preceding phase. An initial estimate for Phase 2 is $150k and for Phase 3 is $150k. The phase 3 estimate assumes that the AMI vendor provides the primary project manager, and UCNSB also provides a project manager, with Quanta Technology providing oversight and support.

5.3 Expiration Date

This offer is valid for 90 days from the date of issue. For information about extensions of the offer, contact Diana Prkacin at DPrkacin@Quanta-Technology.com or (919) 737-5519.

5.4 Terms and Conditions

Quanta Technology proposes to perform the work described in this proposal under the existing FMPA/Quanta Technology Master Services Agreement dated August 23, 2017.

APPENDIX A: PROJECT TEAM RESUMES

- **Dr. David Hart**, *VP Protection & Control*, Executive Advisor
- **Dr. Robert Dumas**, *Principal Advisor*, Technical Lead and Subject Matter Expert (SME)
- **Jeff Richardson**, *Senior Advisor*, Project Manager, and SME
- **Harris Glover**, *Principal Advisor*, SME
- **Mike Longrie**, *Principal Advisor*, SME

David G. Hart, PhD

David Hart, PhD, *EXECUTIVE ADVISOR, Vice President, Protection, Control & Automation,* has over 25 years of experience in the power industry, including protection and control, power system automation, smart metering, and various research experience. He has been involved with the development of Automated Metering Infrastructure (AMI) products and systems for over 10 years, directing the product management, engineering, and quality teams. As head of Protection & Control, he is responsible for overall business strategy, client and program proposals, and project execution for the business area. David holds over 25 patents and is a Senior Member of IEEE/PES.

Vice President
Protection, Control & Automation

Areas of Expertise

- Protection and Control
- Substation Automation
- Feeder Automation
- Advanced Metering Infrastructure
- Smart Metering

Experience & Background

- Years of experience in the electric power industry 1992–Present
- VP, Protection, Control, and Automation, Quanta Technology 2015–Present
- VP, Automation Solutions, ABB 2014–2015
- Executive Director Solutions, ABB 2013–2014
- Senior Vice President Solutions (PM, Engineering, Quality, Support), Elster Electricity 2006–2013
- Vice President of Engineering and Quality, Elster Electricity 2001–2006
- Automation Program Manager, ABB 1999–2001
- Automation Technology Center Manager, ABB 1997–1999
- Technology Team Leader, ABB 1996–1997

Accomplishments & Industry Recognition

- ABB Achievement Award
- Numerous technical disclosures in metering, power system protection, control, and automation
- Numerous patents issued
- Numerous industry publications
- IEEE/PES Senior Member

Education

- PhD, Electrical Engineering (Power Systems), Clemson University, 1991
- MS, Electrical Engineering (Power Systems), Clemson University, 1987
- BS, Mathematics and Physics, Wofford College, SC, 1985

Robert Dumas, PhD

Robert Dumas, PhD, *PRINCIPAL ADVISOR, Lead AMI, Protection, Control & Automation (PCA),* has over 40 years of experience with increasing levels of organizational responsibility in electrical, nuclear, mechanical, and environmental engineering positions associated with electric utility generation, transmission operations, and advanced metering infrastructure (AMI) smart-grid solutions for some of the largest utilities in the U.S. and internationally. This experience includes 17+ years with Virginia Power Nuclear Design Engineering and 17 years in the AMI industry with Elster Solutions (formerly ABB) and Itron Inc. With Quanta Technology, he has been responsible for project execution of the multi-million-dollar Wide-Area Protection project for National Grid Saudi Arabia, as well as ongoing AMI consulting projects.

Principal Advisor
Lead AMI, PCA

Areas of Expertise

- Project & Program Management
- Advanced Metering Infrastructure (AMI)
- Smart Metering
- Meter Data Management Systems
- GIS system application
- Utility Operations
- Resource Planning
- Nuclear plant instrumentation & control
- Nuclear and EMS SCADA systems

Experience & Background

- Years of experience in the electric power industry 1977–Present
- Principal Advisor, Lead AMI, PCA, Quanta Technology 2016, 2018–Present
- Director, Solution Delivery, Itron Inc. 2017–2018
- Managing Partner, Smart Grid Consulting Associates, LLC 2015–2016
- Vice President, Program Implementation, Elster Solutions (formerly ABB) 1999–2014
- Senior Researcher and Doctoral Student, Environmental Engineering, NCSU 1995–1999
- Senior Staff Engineer, Nuclear Design and Power Supply, Virginia Power 1977–1994

Education

- PhD, Environmental Engineering, North Carolina State University (NCSU), 1999
- MS, Environmental Engineering, North Carolina State University (NCSU), 1996
- BS, Nuclear Engineering, North Carolina State University (NCSU), 1977

Jeff Richardson, P.Eng.

Jeff Richardson, P.Eng., *SENIOR ADVISOR, Protection & Control,* has extensive electricity metering and AMI experience in the U.S. and Canada. He has held various positions in product management, technical support, sales, product development, and manufacturing support and played a key role in the rollout of Ontario's Smart Metering Initiative. Before joining Quanta Technology, Jeff managed Tantalus Systems' AMI and Smart Community solutions for public and cooperative utilities. He has also served on several regulatory and standards committees with Measurement Canada and ANSI.

Senior Advisor
Protection & Control

Areas of Expertise

- Advanced metering infrastructure (AMI)
- Electricity metering
- Product management
- Technical support
- Product development
- Manufacturing support
- Streetlight control

Experience & Background

- Years of experience in the electric power industry.....1991–Present
- Senior Advisor, Protection, Control & Automation, Quanta Technology 2020–Present
- Solution Marketing Manager, AMI & Smart Communities, Tantalus Systems 2015–2020
- Senior Product Manager, Elster Solutions 2011–2015
- Director, Technology Solutions, Elster Canadian Meter 2004–2011
- Account Executive, West Central US, Elster Metering 2003–2004
- Account Manager, Atlantic Utilities, ABB 2002–2003
- Product Manager, Electricity Metering, ABB 1997–2002
- Product Development Engineer, ABB..... 1992–1997

Accomplishments & Industry Recognition

- Illuminating Engineering Society (IES) member
- Canadian Electricity Association (CEA) Metering Technical Policy Committee (MTPC) member
- ANSI C12 SC17 member, 1994-2002
- ABB Performance Award, 1997 & 2001
- Licensed Professional Engineer (P.Eng.), Ontario, Canada

Education

- Bachelor of Applied Science in Engineering Science, University of Toronto, 1981

Harris Glover

Harris Glover, *PRINCIPAL ADVISOR, Protection & Control,* has over 30 years of professional experience with increasing levels of organizational responsibility in IT systems, metering systems associated with IT enterprises, and advanced metering infrastructure (AMI) smart-grid solutions for some of the largest U.S. and international utilities. This experience includes more than 20 years with IT enterprises and 15 years in the AMI industry with Honeywell (formerly Elster Solutions & ABB), Itron Inc., and Landis+Gyr. With Quanta Technology, he is responsible for the project execution of AMI solutions in Puerto Rico and other ongoing AMI consulting projects.

Principal Advisor
Protection & Control

Areas of Expertise

- Project and program management
- Advanced metering infrastructure
- Smart metering
- Meter data management systems
- GIS system application
- Utility operations
- Smart cities
- Industrial Internet of Things (IIOT)
- Software development and methodologies

Experience & Background

- Years of experience in the electric power industry .....1999–2000 and 2008–Present
- Principal Advisor, Protection and Control, Quanta Technology 2021–Present
- Program Director, Services Delivery, Northeast, Landis+Gyr 2018–2021
- Program Manager, Solution Delivery, Itron 2017–2018
- Director, Connected Home, and IOT, Honeywell Home and Bldg. Tech., Honeywell 2015–2017
- VP, Product Management, Americas, Elster Solutions 2008–2015

Education

- 1982–1986 Valdosta State University, Valdosta, GA
  - B.B.A. Management Information Systems
  - B.B.A. Management

Mike Longrie

Mike Longrie, *PRINCIPAL ADVISOR, Business Development Manager, Central-East Region,* has more than 30 years of experience in the electric utility industry. His experience includes advanced metering infrastructure (AMI), substation design, and automation systems. During his career in the electric power industry, he has been involved with customer requirements gathering and product/solution development. He has held various management roles in sales, technical marketing, and product management.

Principal Advisor

Areas of Expertise

- Advanced Metering Infrastructure (AMI) and Substation Automation
- Proposal writing and solution development
- Contract negotiations

Experience & Background

- Years of experience in the electric power industry 1987–Present
- Business Development Manager, Substation Automation and Protection, ABB 2013–2016
- VP, Product Management, Elster 2002–2012
- Manager, International Sales, ABB 1996–2002
- Senior Substation Engineer, City of Colorado Springs 1987–1994

Education

- MBA, American Graduate School of International Business, ASU, 1995
- MA, Economics, University of Colorado, 1992
- BS, Electrical Engineering (Power Systems), University of Colorado, 1986

Mike can be contacted at MLongrie@Quanta-Technology.com

UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH
FY 2021 Capital Improvement Plan Request - Major Project
210 - Electric Operations

Request #	MP-(5)
Project #	21-UE1036
Priority #	12-required/high
Work Category	1-Reliability/Performance
Required By:	

Project Name: Advanced Metering Infrastructure (AMI) - EL

Fixed Asset Description: Enterprise Software and related hardware as needed

Justification for Project: Assumes Electric and Water Meters - detailed plan to follow

Alternatives: N/A

Location/Address: Various

Site Preparation or Removal of Existing Assets: N/A

Anticipated Start Date: July-20 **Anticipated Completion Date:** September-25

Project Manager: Julie Couillard

Required Contracts: Purchase of Equipment and Software, Owners Engineer Implementation and Process Development

Inception thru 9/30/19	Expenses thru 2/28/20	Remaining FY 2020 Budget	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total FY 2021-2030
$ -			$ 112,000	$ 300,000	$ 2,000,000	$ 3,000,000	$ 3,000,000	$ -	$ -	$ -	$ -	$ -	***$ 8,412,000***

Description YEAR 1	FY 2021												Total FY 2021
	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	
LABOR	-	-	-	-	-	-	-	-	-	-	-	-	-
CONSULTANT	-	-	-	-	-	-	-	-	-	2,000	55,000	55,000	112,000
CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-
PURCH/INV	-	-	-	-	-	-	-	-	-	-	-	-	-
PURCH/NON-INV	-	-	-		-	-	-	-	-	-	-		-
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,000	$ 55,000	$ 55,000	**$ 112,000**

Description YEAR 2	FY 2022												Total FY 2022
	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	
LABOR	-	-	-	-	-	-	-	-	-	-	-	-	-
CONSULTANT	75,000	75,000	-	-	-	-	-	-	150,000	-	-	-	300,000
CONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-	-	-
EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-
PURCH/INV	-	-	-	-	-	-	-	-	-	-	-	-	-
PURCH/NON-INV	-	-	-	-	-	-	-	-	-	-	-	-	-
	$ 75,000	$ 75,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ -	$ -	$ -	**$ 300,000**

Proposed Funding Sources:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total FY 2021-2030
Mandatory	-	-	-	-	-	-	-	-	-	-	-
Additional	-	-	-	-	-	-	-	-	-	-	-
Alternative Financing	-	-	-	-	-	-	-	-	-	-	-
Restricted R&R	-	-	-	-	-	-	-	-	-	-	-
Infrastructure	-	-	-	-	-	-	-	-	-	-	-
Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	
RELIABILITY PERFORMANCE	✓
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 3-e

☑ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director, Engineering

☐ **OLD BUSINESS** **SIGNATURE:** Julie Couillard

☐ _____ **EXHIBITS:** Memo from J. Parker dated 6-16-21 and Bid Tabulation Sheet for ITB No. 12-21 - Three Phase Reclosures

SUBJECT: Ratification of Award - ITB No. 12-21 - Three Phase Reclosures (Feeder Reliabiilty Level 1 Projects)

SUMMARY:

PROJECT TYPE: MODERNIZATION ROADMAP PROJECT

As part of the UCNSB Grid Modernization program, the Engineering Department received Commission approval for the Feeder Reliability Level 1 Projects (six projects) in the total combined amount of $2,856,000.00 on April 26, 2021 (AI 7-a), across FY21 and FY22.

ITB No.12-21 - Three Phase Reclosures was published on April 30, 2021. The UCNSB received six bids that were opened on May 18, 2021 and reviewed by staff. Engineering is recommending award of ITB No.12-21 to Southern States in the amount of $389,760.00. While there were two other lower bids, they did not meet the requirements outlined in the scope of work. Neither submission by the lower bid companies included a fault indicator light on the tank nor did it include the six (6) voltage sensors requested by UCNSB and outlined in the scope of work.

Engineering is requesting ratification of the award of ITB No. 12-21 to Southern States in the amount of $389,760.00. The material purchase costs will be spread over six work order numbers as shown below.

ITB No. 12-21 Work Order Expenditure Summary:

Circuit	Work Order #	Recloser Material Costs
28	21-UE1018	$ 43,306.67
14	21-UE1019	$ 21,653.33
31	21-UE1030	$ 86,613.33
26	21-UE1032	$ 21,653.33
29	21-UE1033	$108,266.67
16	21-UE1035	$108,266.67

FUNDING SOURCE(S) Various Work Orders

RECOMMENDED ACTION:

A motion ratifying the award of ITB No. 12-21 - Three Phase Reclosures to Southern States, LLC in the amount of $389,760.00. Previous overall project authorization, referenced above, for the General Manager/CEO or his designee to execute all associated project documentation is ongoing.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

UTILITIES COMMISSION
City of New Smyrna Beach, Florida

INTERNAL MEMORANDUM

DATE:	**June 16, 2021**
TO:	**Julie Couillard, P.E., Director of Engineering**
FROM:	**Jameson Parker, P.E., Electrical Engineering Manager**
RE:	**Three Phase Reclosers**
	Project #: Multiple (See Breakdown in Description)

Julie,

In addition to this memo, I've attached the bid tab for the Three Phase Reclosers Bid (ITB12-21). This material purchase is for our feeder reliability initiative and will hit multiple work orders. The bid opening for this ITB was on May 25, 2021.

I am recommending that we award the bid to Southern States for the amount of $389,760.

While it was not the low bid, it was the lowest bid that met the requirements as outlined in the scope of work. There were two lower bids that did not meet the requirements outlined in the scope of work (see below).

The Siemens SDR-6218-VQ345 recloser submitted does not include fault indicator lights on the tank which was listed in the scope and did not include 6 voltage sensors (The Southern States Catalogue # referenced in the bid as a minimum equivalent for bids to match does have 6 voltage sensors).

The ABB Gridshield C2165CA4ASS2E1NN also does not include fault indicator lights on the tank and did not include 6 voltage sensors.

I was able to get in touch with the references provided by Southern States and they all provided positive reviews. Note that one of the references could only comment on their perceived quality of the Southern States recloser product as they had not installed what they had purchased yet.

The costs associated with this material purchase will be spread across work orders as shown on the following page:

ITB12-21 Work Order Expenditure Summary		
Circuit	**Work Order #**	**Recloser Material Costs**
28	21-UE1018	$43,306.67
14	21-UE1019	$21,653.33
31	21-UE1030	$86,613.33
26	21-UE1032	$21,653.33
29	21-UE1033	$108,266.67
16	21-UE1035	$108,266.67
	TOTAL	$389,760.00

Let me know if you have any questions or need additional information.

Thank You

Jameson Parker, P.E.
Electrical Engineering Manager

ITB 12-21 Three Phase Reclosers			Wesco/Anixter		ALTERNATE Wesco/Anixter		Gresco	
Description	QTY	UOM	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Three Phase Vacuum Recloser Southern States or Equal	18	EA	$20,084.75	$361,525.50	$22592.25 Optional Dual Voltage Sending Unit	$406,660.50	$23,600.00	$424,800.00
PT Brackets	2	EA	No Charge		No Charge		No Charge	
Vertical Inline Mounting Bracket	2	EA	$2,871.32	$5,742.64	$2,871.32	$5,742.64	No Charge	
Factory Field Training	2	Day	No Charge		No Charge		No Charge	
Total				$367,268.14		$412,403.14		$424,800.00
MFG. Warranty			ABB Gridshield/3 Years Warranty		ABB Gridshield/3 Years Warranty		Eaton Cooper Power Nova Model	
Lead-Time			14 Weeks W/Drawings Approval		14 Weeks W/Drawings Approval		14 Weeks	

ITB 12-21 Three Phase Reclosers			Stuart Irby		Southern States		Siemens Industry Inc.	
Description	QTY	UOM	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Three Phase Vacuum Recloser Southern States or Equal	18	EA	$22,156.48	$398,816.64	$21,495.00	$386,910.00	$18,970.00	$341,460.00
PT Brackets	2	EA	No Charge		$175.00	$350.00	$123.00	$246.00
Vertical Inline Mounting Bracket	2	EA	No Charge		$1,250.00	$2,500.00	$810.00	$1,620.00
Factory Field Training	2	Day	No Charge		No Charge		No Charge	
Total				$398,816.64		$389,760.00		$343,326.00

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	
RELIABILITY PERFORMANCE	✓
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 3-f

☑ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director, Engineering

☐ **OLD BUSINESS** **SIGNATURE:** Julie Couillard

☐ _____ **EXHIBITS:** Osmose Reject Pole Backlog Graph; and Revised Budget Sheet - W.O. No. 21-UE118

SUBJECT: Osmose Reject Pole Replacement Project - Increase in Annual Project Budget

SUMMARY:

PROJECT TYPE: BUDGETED ANNUAL PROGRAM

The UCNSB had an Annual Capital Budget program to reduce the backlog of OSMOSE-tested reject poles in the amount of $800,000 approved during the budget approval process for FY21. The testing of poles occurs every year where our contractor tests and treats 1/8 of UCNSB transmission and distribution poles. During this testing period, the contractor identifies poles needing either replacement or repair. This focused program has been in place since June 2019. Since then the backlog of pole replacements has been reduced from 664 poles to 228 poles as of May 2021.

The remaining backlog of poles consists of 136 poles identified between April 2011 and October 2017, plus 92 poles identified between May 2019 and February 2021. Engineering is proposing to replace 136 pole backlog dated 2017 or earlier in the remaining months FY21. The average cost of a pole replacement is ~$3,000.00 which includes Pike construction labor, Asplundh tree trimming support, material costs and UCNSB Capital labor. Estimated cost to complete this work is $408,000.00.

Additionally, the FY21 Budget has been overrun by ~$115,000.00 for completed Pike Construction supplemental workforce costs. After investigation, it appears this overrun occurred due to a number of items: invoicing from contractors being delayed by as much as 3-6 months, transition in multiple leadership roles at T&D causing some pre-planning activities to "fall through the cracks", as well as the utilization/management of contract crews as supplemental work forces for larger annual projects. Moving forward, U.C. staff have put in place a number of processes to address these prior issues.

Engineering is requesting approval for an increase in funds for the Annual Capital Budget for W.O. No. 21-UE118 in the amount of $523,000.00 to fund the overrun of $115,000.00 for Pike labor and for the additional 136 reject pole replacements at $408,000.00, which includes Pike labor, Asplundh tree trimming support, materials and UCNSB Capital labor. Approval of additional funding in the total amount of $523,000.00 would increase W.O. No. 21-UE118 from $800,000.00 to $1,323,000.00 for FY21. Total reject poles replaced in FY21 would then become 308 poles. And with the additional funds, the total 10-year CIP project spend from FY21-FY30 will be increased from $2,075,000.00 to $2,598,000. Funding is available within existing FY21 Budget - funds will be transferred from other delayed or under-run projects.

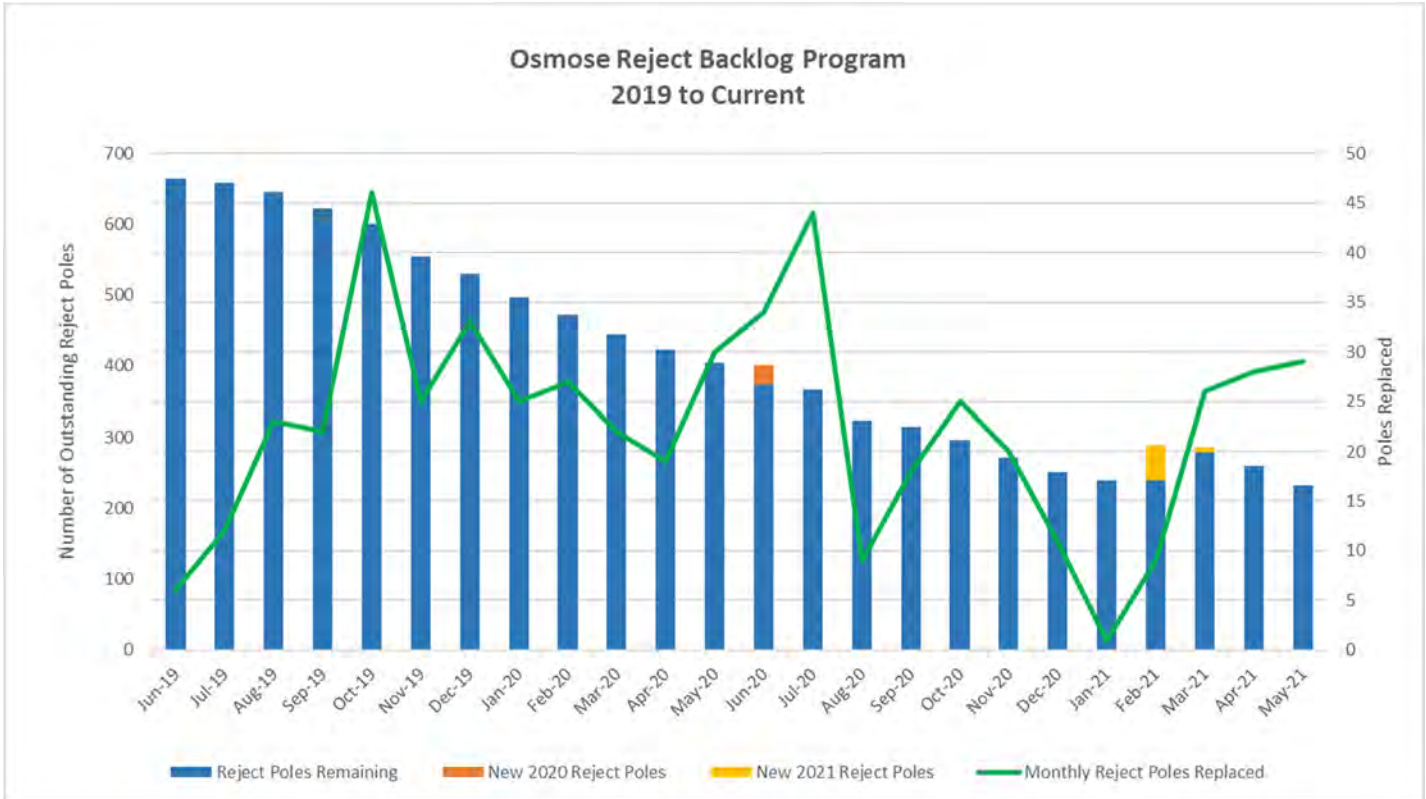
FUNDING SOURCE(S) W.O. No. 21-UE118 - Supplemental Funding

RECOMMENDED ACTION:

A motion to approve increasing annual FY2021 project budget for Pole Inspections and Replacements in the amount of $523,000.00, which includes an existing overrun of $115,000.00 and additional funding for replacement of 136 reject poles in the amount of $408,000.00, and authorize the General Manager/ CEO or his designee to execute the documents associated with this matter.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.


Osmose Reject Backlog Program
2019 to Current
Number of Outstanding Reject Poles
Poles Replaced
700
600
500
400
300
200
100
0
50
45
40
35
30
25
20
15
10
5
0
Jun-19
Jul-19
Aug-19
Sep-19
Oct-19
Nov-19
Dec-19
Jan-20
Feb-20
Mar-20
Apr-20
May-20
Jun-20
Jul-20
Aug-20
Sep-20
Oct-20
Nov-20
Dec-20
Jan-21
Feb-21
Mar-21
Apr-21
May-21
Reject Poles Remaining
New 2020 Reject Poles
New 2021 Reject Poles
Monthly Reject Poles Replaced

UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH
FY 2021 Capital Improvement Plan Request - Annual Project
260 - Electric Transmission & Distribution

Request #	AP-(14)
Project #	21-UE118
Priority #	8-required/medium
Work Category	3-Corrective Maintenance
Required By:	

Project Name: Pole Inpections and Replacements /Osmose /UC/Contractor

Fixed Asset Description: Replace deteriorated Osmose inspected poles

Justification for Purchase: P.S.C. Requirement

Alternatives: none

Project Manager: Robert Walsh

FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total FY 2021-2030
1,323,000	800,000	150,000	100,000	75,000	50,000	25,000	25,000	25,000	25,000	***$ 2,598,000***

Assets Acquired YEAR 1	FY 2021												Total FY 2021
	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	
PURCH/INV	89,000	89,000	89,000	89,000	89,000	89,000	89,000	89,000	88,000	174,000	174,000	175,000	$ 1,323,000
PURCH/NON-INV	-	-	-	-	-	-	-	-	-	-	-	-	$ -
LABOR	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	$ 89,000	$ 89,000	$ 89,000	$ 89,000	$ 89,000	$ 89,000	$ 89,000	$ 89,000	$ 88,000	$ 174,000	$ 174,000	$ 175,000	**$ 1,323,000**

Assets Acquired YEAR 2	FY 2022												Total FY 2022
	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	
PURCH/INV	66,000	67,000	66,000	67,000	66,000	67,000	66,000	67,000	66,000	67,000	66,000	69,000	$ 800,000
PURCH/NON-INV	-	-	-	-	-	-	-	-	-	-	-	-	$ -
LABOR	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	$ 66,000	$ 67,000	$ 66,000	$ 67,000	$ 66,000	$ 67,000	$ 66,000	$ 67,000	$ 66,000	$ 67,000	$ 66,000	$ 69,000	**$ 800,000**

ASSETS TO BE REPLACED				
UCNSB ASSET LABEL	DESCRIPTION	MILEAGE/AGE	ASSET CONDITION	RECOMMENDED DISPOSITION
	Replacement/Reimforcement of reject poles ranging from 30foot		Poor	Dispose
	to 50 foot			

Proposed Funding Source		
Mandatory	$	-
Additional	$	-
Alternative Financing	$	1,323,000.00
Restricted R&R	$	-
Total	$	1,323,000.00

Check Applicable Area	
Scheduled Replacement	X
Replace Obsolete/ Worn out Equipment	X
Expand Service	
New Operation	
Improve Operations	X

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	
RELIABILITY PERFORMANCE	
SYSTEM CAPACITY EXPANSION	✓
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 3-g

☑ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director, Engineering

☐ **OLD BUSINESS** **SIGNATURE:** Julie Couillard

☐ _____ **EXHIBITS:** Budget Sheet W.O. No. 21-UE106; and Email dated 6-17-21 containing Quote from Pike Electric, LLC

SUBJECT: Coastal Woods D - Pike Electric, LLC - Additional Funding for Construction Support

SUMMARY:

PROJECT TYPE: BUDGETED ANNUAL PROGRAM

The UCNSB has an Annual Capital Budget program to fund the installation of underground electric assets (switchgear, transformers, primary and secondary cable, pedestals, etc.) in new development areas in the amount of $600,000.00, approved during the budget approval process for FY21.

Historically, internal T&D line crews would complete the installation of these assets in new developments. The amount of work has been escalating over past years with a large amount of developments within our service territory being completed simultaneously. With this new development the amount of work far exceeds the UCNSB line crew resources, therefore, the UCNSB Engineering and Electric T&D Departments worked together to add a continuing services agreement with a construction support firm, Pike Electric (Pike), to complete these repetitive type projects. The use of Pike frees up the UCNSB T&D line crews for work on CIP projects, troubleshooting, restoration, and other more skilled, technical projects.

Coastal Woods D is the most recent large subdivision (~242 residential units and associated streetlights, etc.) needing installation of underground electric assets so the developer (D.R. Horton) can build model homes and move forward with its plans to build out this area. T&D has received a quote from Pike for the work at Coastal Woods D in the amount of $238,515.20, with a 16-week completion. In addition to Pike's labor, staff is estimating the need of an additional amount for materials - estimated at $30,000.00.

Engineering and T&D are requesting approval to add a total of $268,515.20 to W.O. 21-UE106 for FY21, increasing the original approved amount for FY21 from $600,000.00 to $868,515.00 and to issue a P.O. to Pike Construction, LLC in the amount of $238,515.20, under our existing continuing services agreement, to complete the Coastal Woods D underground asset installation work. With the additional funds, the total 10-year CIP annual project spend (FY21-FY30) will be increased from $4,900,000.00 to $5,168,515.00. Funding is available within the existing FY21 Budget – funds will be transferred from other delayed or under-run projects.

FUNDING SOURCE(S) W.O. No. 21-UE106 - Supplemental Funding

RECOMMENDED ACTION:

A motion to approve additional FY21 funding to W.O. No. 21-UE106 for New Underground Extensions in the amount of $268,515.20, and issuance of a P.O. to Pike Electric, LLC to perform the installation of URD electric assets in Coastal Woods D in the amount of $238,515.20, and authorize the General Manager/ CEO or his designee to execute all documents associated with this matter.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH
FY 2021 Capital Improvement Plan Request - Annual Project
260 - Electric Transmission & Distribution

Request #	AP-(3)
Project #	21-UE106
Priority #	12-required/high
Work Category	7-Development
Required By:	

Project Name: New Underground Extension

Fixed Asset Description: New Subdivision electric installs

Justification for Purchase: Provide new customer point of service.

Alternatives: none

Project Manager: Robert Walsh

FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total FY 2021-2030
868,515	600,000	600,000	500,000	500,000	500,000	400,000	400,000	400,000	400,000	***$ 5,168,515***

Assets Acquired YEAR 1	FY 2021												Total FY 2021
	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	
PURCH/INV	-	-	150,000	-	-	-	150,000	-	-	-	150,000	268,515	$ 718,515
PURCH/NON-INV	-	-	-	-	-	-	-	-	-	-	-	-	$ -
LABOR	-	-	60,000	-	-	-	60,000	-	-	-	30,000	-	$ 150,000
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	$ -	$ -	$ 210,000	$ -	$ -	$ -	$ 210,000	$ -	$ -	$ -	$ 180,000	$ 268,515	**$ 868,515**

Assets Acquired YEAR 2	FY 2022												Total FY 2022
	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	
PURCH/INV	-	-	150,000	-	-	-	150,000	-	-	-	150,000	-	$ 450,000
PURCH/NON-INV	-	-	-	-	-	-	-	-	-	-	-	-	$ -
LABOR	-	-	60,000	-	-	-	60,000	-	-	-	30,000	-	$ 150,000
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	-	-	-	-	-	-	-	-	-	-	-	-	$ -
	$ -	$ -	$ 210,000	$ -	$ -	$ -	$ 210,000	$ -	$ -	$ -	$ 180,000	$ -	**$ 600,000**

ASSETS TO BE REPLACED				
UCNSB ASSET LABEL	DESCRIPTION	MILEAGE/AGE	ASSET CONDITION	RECOMMENDED DISPOSITION

Proposed Funding Source		
Mandatory	$	-
Additional	$	-
Alternative Financing	$	868,515.
Restricted R&R	$	-
Total	$	868,515.

Check Applicable Area	
Scheduled Replacement	
Replace Obsolete/ Worn out Equipment	
Expand Service	X
New Operation	X
Improve Operations	

From: David Trowell <DTrowell@pike.com>
Sent: Thursday, June 17, 2021 7:40 AM
To: Robert Walsh <rwalsh@ucnsb.org>
Subject: Fwd: NSB UG estimate

Get Outlook for iOS

David Trowell
Area Supervisor

Pike Electric, LLC
M: 407-205-3814
DTrowell@pike.com
www.pike.com

From: Patrick Creed <PCreed@pike.com>
Sent: Wednesday, June 16, 2021 3:21:11 PM
To: David Trowell <DTrowell@pike.com>
Subject: RE: NSB UG estimate

Here you go..

Employee	Class	Rate	Hours per Week	Num of Weeks	Total
Tyler Wingate	CLD	$ 75.61	40	16	$ 48,390.40
Ryan Shelton	G	$ 43.16	40	16	$ 27,622.40
Jacob Wilson	CS	$ 60.42	40	16	$ 38,668.80
Preston James	CS	$ 60.42	40	16	$ 38,668.80

Equipment Type	Pike Class	Rate	Hours per Week	Num of Weeks	Total
Air Compressor	01D	$ 7.47	40	16	$ 4,780.80
Backhoe	05L	$ 12.72	40	16	$ 8,140.80
Bucket Truck	08N	$ 24.48	40	16	$ 15,667.20
Line Truck	20K	$ 30.22	40	16	$ 19,340.80
Pullers	24Q	$ 25.55	40	16	$ 16,352.00
Reel Trailer	27X	$ 5.36	40	16	$ 3,430.40
Trailer	33C	$ 4.59	40	16	$ 2,937.60
URD Truck	37W	$ 22.68	40	16	$ 14,515.20
Total Estimate - 16 Weeks					**$ 238,515.20**

Patrick Creed, PMP
Project Manager

Pike Electric, LLC
100 Pike Way
Mount Airy, NC 27030
T: 336.719.4263 | M: 336.207.8686
PCreed@pike.com
www.pike.com

From: David Trowell <DTrowell@pike.com>
Sent: Tuesday, June 15, 2021 4:41 PM
To: Patrick Creed <PCreed@pike.com>
Subject: NSB UG estimate

Patrick, Please see attached Crew make up and figure up a lump sum price for 15 weeks with 2 Per-Diem

Get Outlook for iOS

David Trowell
Area Supervisor

Pike Electric, LLC
M: 407-205-3814
DTrowell@pike.com
www.pike.com

BUDGET CATEGORY:

SAFETY / SECURITY/ RISK MNGMNT.	
RELIABILITY PERFORMANCE	
SYSTEM CAPACITY EXPANSION	✓
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 3-h

☑ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director, Engineering

☐ **OLD BUSINESS** **SIGNATURE:** Julie Couillard

☐ _____ **EXHIBITS:** None

SUBJECT: Assignment of Work - Pike Electric and Asplundh - Increases in Annual Projects Budget

SUMMARY:

PROJECT TYPE: BUDGETED ANNUAL PROGRAM

The UCNSB has annual project work orders where certain, repetitive work is to be charged. The workload in FY21 has outpaced our internal T&D resource capabilities. To provide supplemental construction support, the UCNSB has executed a continuing services contract with Pike Electric, LLC (Pike) for both overhead and underground electric service construction activities. Secondly, the UCNSB has executed a continuing services contract with Asplundh, Inc. (Asplundh) for both annual and project specific vegetation management services.

Per the UCNSB Finance and Purchasing policies, any change orders to either Work Order funding, Purchase Order (PO) funding or total PO awards a continuing services provider over $75,000 require approval from the Commission. To address these requirements, Engineering is providing the following two charts outlining the existing PO amounts, requested increase amounts, and new PO amounts.

Engineering is requesting approval to issue PO's to Pike and Asplundh for the following FY21 annual projects:

Additional Funding Request by UCNSB Work Order Number

UCNSB Annual WO #	Description			Existing PO Amount	Requested Increase	New PO Amount
21-UE105	Overhead Extensions (New Business)					
		Pike PO #	17402	$72,250	$35,000	$107,250
		Asplundh PO #	17405	$12,250	$20,000	$32,250
					Total:	**$139,500**
21-UE109	Pole Line Projects (Non-Reject)					
		Pike PO #	16999	$100,000	$300,000	$400,000
		Asplundh PO #	New	$0	$50,000	$50,000
					Total:	**$450,000**
17-UE103T	Transmission Pole Replacement					
		Pike PO #	17418	$0	$50,000	$50,000
		Asplundh PO #	New	$0	$20,000	$20,000
					Total:	**$70,000**

FUNDING SOURCE(S) W.O. Nos. 21-UE105, 21-UE109 and 17-UE103T

Summary Cont. on next page.

RECOMMENDED ACTION:

A motion to approve the increases in the Annual Budgets as outlined in the summary and issuance of the listed P.O.'s to Asplundh Inc. in the total amount of $102,250.00 and Pike Electric LLC in the total amount of $609,069.00, to complete the outlined annual FY21 planned work, and authorization for the General Manager/ CEO or his designee to execute all documents associated with this matter.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

SUMMARY (cont.):

Additional Funding Request by Purchase Award Amount							
Continuing Services Contract Provider	*Description of Services*		*UCNSB Annual WO #*	*PO #*	*Exisiting PO Amount*	*Requested Increase*	*New PO Amount*
Asplundh	Vegetation Management						
			21-UE105	17405	$12,250	$20,000	$32,250
			21-UE109	New	$0	$50,000	$50,000
			17-UE103T	New	$0	$20,000	$20,000
						Total:	**$102,250**
Pike	Overhead Construction Support						
			21-UE105	17402	$72,250	$35,000	$124,652
			21-UE109	16999	$100,000	$300,000	$416,999
			17-UE103T	17418	$0	$50,000	$67,418
						Total:	**$609,069**

Engineering has reviewed all requests and recommends the following:

1) Issuing PO's in the total amount of $102,250.00 to Asplundh for the UCNSB Annual WO #'s outlined in the above charts
2) Issuing PO's in the total amount of $609,069.00 to Asplundh for the UCNSB Annual WO #'s outlined in the above charts

The Annual Work Orders listed herein have the available funding allocated within the current FY21 Budget except for WO# 21-UE109. The current Budget for WO#21-UE109 is $125,000.00. Budget adjustments from FY21 Projects that have been delayed or under-run will fund the additional needed to complete the planned work.

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	✓
RELIABILITY PERFORMANCE	
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	✓
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 4.

☐ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** General Manager/CEO

☐ **OLD BUSINESS** **SIGNATURE:** Joseph Bunch

☑ General Manager's Report **EXHIBITS:** GM Report for May 2021

SUBJECT: General Manager's Report for May 2021

SUMMARY:

PROJECT TYPE: GOVERNANCE ITEM

Executive and Departmental monthly reporting regarding systems, operations, projects and staff.

FUNDING SOURCE(S) N/A

RECOMMENDED ACTION:

Informational detailed monthly reporting - no action required.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

UTILITIES COMMISSION
City of New Smyrna Beach, Florida
MEMORANDUM

AGENDA ITEM 4

DATE: June 9, 2021

TO: Utilities Commissioners

FROM: General Manager/CEO

SUBJECT: **GENERAL MANAGER'S MONTHLY SUMMARY REPORT FOR MAY 2021**

EXECUTIVE SUMMARY

Modernization Program – Utility of the Future Capabilities.
The second item listed in the Engineering Department general section provides a current status update of various components and ongoing studies supporting the U.C.'s system modernization efforts.

Rate Study Presentation and Next Steps.
The 2020-2021 Rate Study results will be publicly presented during the June 28, 2021 Regular U.C. Meeting. Upon Commission approval, the two required public hearings will be scheduled (in July and August) and electric rates submitted to the Florida Public Service Commission for rate structure approval. The statutory required notification in U.C. bills for increases to water resources rates is planned for distribution in the July bills.

FY22 Budget Estimate.
The U.C.'s FY2022 Budget and Capital Improvement Plan FY2022-2026/FY2027-2031, will also be presented and submitted for approval during the June 28th Regular U.C. Meeting. This budget reflects the proposed new rates. Upon approval, the U.C.'s budget estimate will be forwarded to the City for their final, formal adoption by Ordinance. In accordance with the City's Charter, the U.C.'s budget must be submitted to the City by July 1. The additional requirement for a newspaper publication of the budget will occur during July.

Glencoe Water Treatment Plant – Emergency Response Plan Certified.
Section 2013 of America's Water Infrastructure Act of 2018 (AWIA) requires community water systems that serve more than 3,300 people to complete a risk and resilience assessment and an emergency response plan. And then every subsequent five years they must be reviewed with recertification to the EPA. Within six months of submitting the risk assessment certification, a utility must certify it has reviewed and if necessary, revise and then certify its emergency response plan. The U.C. falls into the category of serving 50,000 to 99,999 people and therefore had submittal/certification deadlines of December 31, 2020 for the risk assessment and June 30, 2021 for the emergency response plan. The U.C.'s risk assessment was completed and certified last year and now the Emergency Response Plan has also been completed and was certified on-line to EPA on May 26, 2021.

FMPA/FMEA Annual Conference.
As confirmed during the 5-24-21 Regular U.C. Meeting, two Commissioners, Comms. Davenport and Smith, will be attending the conference this year. Two senior-level U.C. staff members, the GM-CEO and CFO, will also be be attending. This will be taking place July 20th thru 23rd in Naples, Florida. A Policymaker's scholarship* was applied toward one of the Commissioner's registration Fee, in the amount of $585. *(*One per organization per year for a first-time policymaker attending sponsored by an attending senior-level utility staff member.)* After the conference, the Commissioners' required travel expense reports will be submitted via agenda items for Commission approval during a subsequent Regular U.C. Meeting.

Temporary Change in Disinfection Process.
Specifically notified hospitals, dialysis centers and Reddy Ice, along with general notification to all customers regarding the temporary change in potable water treatment. Commenced on May 17th for approximate six-week period, using chlorine instead of chloramine residual in the U.C.'s potable water treatment process. This treatment modification is planned to continue until June 25th. System flushing is also being performed to ensure consistency throughout the distribution system. This periodic process change supports continuation of UCNSB high water quality and adherence to the water quality requirements for all regulatory agencies.

EXECUTIVE SUMMARY (cont.):

Communications.
May Customer Messaging.
Customer messaging during May provided info. regarding FDCF program www.OURFlorida.com for assistance in past due utility payments; Promoted U.C.'s conservation website - www.togetherweareable.org; National Electrical Safety Month, reminder about U.C.'s participation in upcoming FMPA Solar Project, EV Safety Sheet; Hurricane Sales Tax holiday and reminders/tips to prepare for hurricanes; Staying hydrated with U.C. potable water; and Memorial Day remembrance.

COVID-19 (Coronavirus).
No further changes or updates since partial restrictions lifted in mid-May and as reported in last month's executive summary.

GM/CEO Processed Legal Services Invoices. *(Per discussion at 11-29-18 U.C. Mtg., AI 4.)*

Legal Invoices	**FY2021** O&M Budget – Legal Expenses **$275,000***	
	General Counsel – Gray Robinson / T. Cloud	
Gray Robinson / T. Cloud	Apprvd. by GM/CEO **6-16-21**	**$17,278.90**
	FY2021 Legal Expenses. Total as of 6-16-21	**$155,324.09**
FY2021 P.O. No. 00016751		

	Current Month	**FY 2021 YTD /Annualized**	**FY 2021 Target**	**FY 2021 Goal**
PUBLIC RECORDS RESPONSES	**2.0***	**1.6***	2.5 Working Days	2 Working Days
Incs. Required Legal Response/Reviews &/or Production				

I.T. DEPARTMENT

COMMUNICATION
1. SharePoint Intranet Site Development – Phase 1 – May / June 2021 (extended scope)
2. Volusia County Public Safety 800 MHz Radio System Solution – Oct. 2021
3. E911 Project – April 2021 – Completed
4. Shure Microphone Deployment – July 2021
5. Enterprise Video Conferencing Setup – June 2021
6. Mass Calling / Texting Customer Communication – Sept. / Oct. 2021

CENTRAL SERVICES
1. Enterprise Access Control System – April 2021 – Completed
2. CCRV Truck Install – Granite Net (camera truck software) – Oct. 2021

SECURITY/ CYBERSECURITY
1. Organizational Simulated Random Phishing Attempts | Vishing Attempts - Bi-Weekly
2. Interactive Security Awareness Training | Role-Based – Monthly
3. Environmental Protection Agency (EPA) Cyber Risk Assessment Grant - Water Resources – June / July 2021
4. DOE/APPA Industrial Control Grant (Pilot) – 2021-2024
5. Update IT and OT Incident Response Plan – Dec. 2021

I.T. DEPARTMENT (cont.):

FINANCE
1. Paramount Implementation / BPR | On Hold / Under Review
2. Project Management / BPR | July 2021
3. GL Structure / BPR | July 2021 (updated)
4. Jet Reports | May / July 2021
5. New Rate Structure / In Process

WATER RESOURCES
1. SCADA Backup (water) / Redundancy Project – May/June 2021

SYSTEM OPERATIONS
1. FRCC/FPL Communication Project – Phase 1 & 2 | August / Sept. 2021
2. RTU Expansion and Enclosure Project – June / July 2021
3. Airport RTU Upgrade | Extended – June 2021 Completed
4. SCADA Backup / Redundancy (Cyber) Project – May / June 2021
5. SCADA Failover Communication / Backup | August 2021 / Vendor Equipment Issue
6. Hurricane Tabletop Exercise – August 2021

INFORMATION TECHNOLOGY
1. Enterprise Data Storage/ Repository – Phase One – July 2021
2. Desktop Refresh | 2021 – Phase One – June/July - Completed
3. Enterprise Switch Upgrade – April 2021 - Completed
4. UOC IVR Install / Upgrade – May 2021 - Completed

UCNSB/CITY OF NSB COLLABORATION *(Potential cost savings, efficiency and service improvement)*
1. Joint Fiber Optic Infrastructure Agreement – April / May 2021 – Completed
2. Joint UC & City Fiber Project #1 – In Process

PILOTS & NEW INITIATIVES
1. Passwordless Authentication
2. DOE/APPA Industrial Control Grant (Pilot) – 2021-2024

TRAINING
1. Cogsdale Academy – May-October 2021

ADVISORY COMMITTEE
1. Cogsdale Customer Advisory Committee – B. Keehn

SYSTEM OPERATIONS DEPARTMENT

The electric system's Net Energy for Load ("N.E.L.") for May 2021 was 41,632 MWH. This is 3.0% above the amount projected for the month. N.E.L. is 1.9% above projections for Fiscal Year 2021 to date.

The May energy came from the sources listed below:

On-Site and Remote Generation	
FMPA - St. Lucie Units	10.7
Field Street Generation	0.0
Total:	10.7%

SYSTEM OPERATIONS DEPARTMENT (cont.):

Contract Purchased Power	
FPL NLF Purchase	86.5
Other Purchases	2.8
Total:	89.3%

	FY2021	FY2020
Peak Load (MW)	96	89
Lowest Valley Load (MW)	29	26
Load Management Relief on Peak (MW)	0	0
Average Degree Cooling Days	10.8	9.7
Average Degree Heating Days	0.1	0.0

St. Lucie #2 returned from a scheduled refueling outage.

ELECTRIC OPERATIONS DEPARTMENT

Electric Transmission and Distribution:

Maintenance:
T&D and contractor crews are continuing routine maintenance, storm hardening, new installations and Osmose pole replacements throughout the city and have installed five (5) polemount transformers, forty-five (45) poles, one (1) pedestal, repaired four (4) streetlights and moved two (2) streetlights along with repairing one (1) bad underground cable.

The Brady System:
T&D crews continuing to address the maintenance issues found by The Brady system-wide overhead inspection of July 2020. A total of 146 thermal and visual exceptions were found. As of 5/30/2021, one hundred seven (107) exceptions have been addressed. The remaining exceptions will be corrected as schedule and outage opportunities allow.

Capital:

Cable replacement: T&D crews pulled in 545' of secondary overhead cable and 571' of underground (URD) cable in various locations of the City.

The Palms: 5,175' of 1/0 URD primary cable has been pulled in, two (2) 25 kVA, four (4) 50 kVA and two (2) 75 kVA padmount transformers were installed.

Isles of Venetian Bay: Crews pulled in 1,000' of 350 MCM secondary cable, 100'of #6 duplex, installed eighteen (18) 50 kVA padmount transformers, five (5) streetlights, 450' of 2/0 URD streetlight cable and forty-one (41) pedestals.

Smyrna Substation Line 29: Installed switches and 600'of 1000 MCM URD cable and made up terms.

ELECTRIC OPERATIONS DEPT. – T&D Capital (cont.)**:**

Coastal Woods D Lift Station: Two (2) 25kVA and 1,000' of primary URD cable has been pulled in for power to the new lift station.

Substation & Relay:

Smyrna Substation:
Contractor work at Smyrna Substation is complete and the station is energized. Working on final punch list items and expect completion of these in the next few weeks. The new feeder exit #29 cable installation and bore under S.R. 44 will commence in the near future; bidding closed on May 28th.

Field Street Substation:
Changed two fans on transformers #2 and #3.

Airport Substation:
New radiators will be delivered in June, and once weather permits new radiators will be installed along with tap changer rebuild, doble testing, oil processing, and calibration of gauges. Airport substation SCADA project is complete with one minor functional test to be verified with OMS vendor. Anticipating completion in June when the Osiris contractor will be available. Changed two fans on transformers.

Schoolway Substation:
Project to remove radiators and doble test for Transformer #1 was awarded to Duke Energy. Project will commence this fall when load permits taking transformer out.

Meter Testing Section:
Seven (7) meters were tested and replaced for customer complaints and/or bad screens, at multiple locations.

As additional information only, typically a meter is swapped out for a new meter when accuracy is of concern to a customer. The meter is tested for accuracy at the shop by S&R using a 2% ± accuracy criteria. If the test shows the meter reads accurately the customer is charged $35.00 for the meter swap/labor - this is communicated to the customer prior to the meter being pulled. There is no charge if a meter reads inaccurately, however 99% of tested meters do read accurate.

Miscellaneous:

Field St. Capacitor Bank: The contractor stopped work on 5/21/21, due to parts on order. This project should be completed in June with a functional test and commissioning.

Working on labeling line and switch numbers on poles.

WATER RESOURCES DEPARTMENT

Water Treatment:

Total Treated Monthly Flow	175.856	MG
Average Daily Demand	5.673	MGD
Peak Daily Demand	6.837	MGD
Rainfall/Water Plant	2.97	Inches

Maintenance completed installation of a new VFD, upgraded electrical panels/related equipment/ conduit. Field Ops. reconfigured the 6-inch discharge piping with new flow meter and check valve for Samsula Well #12. WTP staff performed painting of the interior building walls and piping. This work budgeted as an Annual FY21 CIP project.

South Beach Pump Station project is operational. All equipment startups were performed.

Began a six-month cycle for the water distribution maintenance program. The disinfection process was modified from a chloramine's treatment to a free chlorine treatment on May 17th, this change will continue to June 25th. Field Operations is performing system flushing to ensure the free chlorine residual water is consistent throughout the distribution system.

Field work continues with the baseline study being performed by the SJRWMD and Tetra Tech Consultants required by the Consumptive Use Permit (CUP).

The Emergency Response Plan was updated for the Glencoe Water Treatment Plant and certified on-line to EPA on May 26, 2021. EPA required this to be completed on or before June 30, 2021.

Lab - Water Treatment:

- Seventy-two (72) distribution samples analyzed for coliform bacteria with all passing results.
- Three (3) fluoride samples were sent to Pace Analytical for analysis with acceptable results.
- There were three (3) customer concerns that prompted a home visitation.
- Annual Magnolia Street monitoring sampling completed with acceptable results.
- Distributed annual Consumer Confidence Reports (CCR) to 17 required locations.
- Notified local hospitals, dialysis centers, and Reddy Ice of conversion from chloramine to free chlorine (started 5/17, ending 6/25).

There were no planned or unplanned outages for May 2021.

Lab - Wastewater Treatment:	Effluent (24 hr. Comp)	WRF Reuse
AVG CBOD (ppm)	**ppm	2.89 ppm
AVG TSS (ppm)	**ppm	0.80 ppm
AVG Total Phosphorus (ppm)		1.97 ppm
AVG Total Nitrogen (ppm)		3.62 ppm

** indicates that these parameters are sampled and analyzed for effluent outfall discharge

WATER RESOURCES DEPARTMENT (cont.):

Water Reclamation Facility:

Total Inf. Flow / Average Daily Flow	102.96/3.32 MGD
Max. Daily Flow	3.84 MGD
Bio-solids Removed from WRF Site	276,304 Gallons
Reclaimed Water Total Flow	94.28 MGD
WW Plant Total Rainfall	1.18 Inches
River Discharge Total Flow / Average Daily Flow	0.00 / 0.00
Pond Influent Flow / Augmentation	0.00 MG / 4.95 MG
Annual Avg. % of Reuse Utilization	100 %

Maintained zero discharge to the river outfall for **11 years, 11 months *(143 months)*** consecutively.

Other Items of Interest:

- WRF Quincy Air Compressors successfully installed and operational.

Lift Stations/Maintenance

Water Treatment Plant (WTP)

- Performed scheduled preventative maintenance and responded to five (5) work orders from water production.

Wells

- Inspected all production wells, performed scheduled preventative maintenance and completed four (4) work orders.

Pump Stations

- Inspected all pump stations and chlorine feed equipment and performed scheduled preventative maintenance and completed six (6) work orders.

Water Reclamation

- Performed scheduled preventative maintenance and completed twelve (12) work orders.

Lift Stations

- Ran standard preventative maintenance routes and completed eighteen (18) work orders.

Reuse Ponds

- Inspected all reuse pond filling facilities, performed scheduled preventative maintenance, and adjusted as needed.

Equipment and Field Ops. Repairs

- Maintenance of small equipment as needed and completed five (5) work orders.

WATER RESOURCES DEPARTMENT (CONT.):

Field Operations Division

Water Distribution

Water Breaks

Major: There were no major breaks in May, 2021.

Minor: Eleven (11) leaks and minor breaks repaired on water services with an average outage of eighty-four (84) minutes.

Callout Time Summary

- The primary callout person had a total of seventy-six (76) hours
- The secondary callout person(s) had a total of twenty-five (25) hours
- There was a total of twenty-seven (27) emergencies handled for the month of May.

Locates Performed

- One (1) water and two (2) sewer locates performed by U.C.
- Total of nine hundred fifty-seven (957) locates performed by Venegroup

Work performed for Customer Service Division included:

- Replaced thirty-five (35) water meters
- Replaced fourteen (14) water meter registers

Cross Connection Control Program

- Forty-eight (48) backflow preventor devices installed
- Four hundred eighty-one (481) DDC/RP valves tested
- Eight (8) backflow preventor devices painted and twenty-two (22) repaired

Sewer Backups

- Responded to fourteen (14) minor backups on customer laterals
- Eight (8) were on U.C. side which were relieved

Meter Upgrade
1327 Saxon – ¾"

ENGINEERING DEPARTMENT:

General:

1. Protection and Control Study with Burns and McDonnell and FMPA - Study complete. Presentation of results by Burns and McDonald was held at the UC Quarterly Reliability Review Meeting Dec. 3, 2020. Engineering is working with Purchasing to set up product demos for the required equipment prior to finalizing the standards list and bid documents. Product reviewers will be Engineering, T&D and Purchasing. Engineering moving forward with Purchasing to place

ENGINEERING DEPARTMENT - General – Item 1 (cont.):

materials on order. The industry is seeing material lead times getting exceptionally long which Engineering will need to incorporate into Budgets and Project Schedules. Projects were prioritized, budgeted and received Commission approval on April 26, 2021, for the first six (6) Lines. Received 18 TripSavers for Line 25 and ordered the remaining TripSavers and Reclosers for the approved projects.

2. Utility Modernization – Staff meetings to discuss current and future state requirements completed in December. UMS compiling data, developing next steps recommendations and a staff debrief meeting. This is funded by common work order number 21-UC0013.
    - Electric System Power Flow Model – (Burns and McDonnell) ***Completed***
    - Protection and Control Study – (Burns and McDonnell) ***Completed***
    - Asset Management/Work Management process design underway (UMS Group)
    - Water Model update underway (Stantec)
    - U.C. Communications Strategy and Workplan – (Burns and McDonnell) Kick-off and onsite meeting in April 2021. Next phase workshops being held week of June 14.
    - Advanced Metering Infrastructure Plan (Quanta Technology) – Proposal received 4-1-21, under review. Phase 1 approval to kick off this effort on June 2021 Commission agenda.
    - Enhance GIS Integrity and Plan for ARC FM to transition to Utility Network Model – Discussions internally and with consultants to determine timing, data and other options.
    - Electric Reliability Projects
        - Sectionalizing equipment installation (*see item 1 above*)
        - Vegetation Management – YR 1 100% complete
        - Reviewing long-term planning for feeders
        - Electric Standard and Specification Development including Industry Hardening Design Criteria – kicked off in Feb. 2021 with Pike Engineering
        - Water System Recommendations reviewed – projects prioritized and incorporated into 10-year budget plan

Capital Projects Update:

1. Sugar Mill Electric Upgrade – The contractor, B&B Underground, is 95% complete with only restoration and as-built work remaining with an anticipated completion May 2021. On April 26, 2021, (AI 3-l) UCNSB ratified the subcontract to Pike Electric to complete the cable pulling and equipment installation in the amount of $283,532.00, funded by W.O. No. 20-UE1002. Pike's URD crews arrived onside April 5, 2021. Anticipated completion on or before June 5, 2021.

2. Field Street 115kV Three-Way Tie Switch Installation – Approval for the overall project was obtained from the Commission on 8-26-19 (AI 3-d) for a total amount of $1,232,750. Pike Electric, LLC was awarded the contract in the total amount of $291,993.60 – ratified ITB No. 06-21on 4-26-21 (AI 3-h). This project is part of the Electric Reliability Improvement Plan. Pike Electric began construction. Project is funded by W.O. #20-UE1012.

ENGINEERING DEPARTMENT - Capital Projects Update (cont.):

3. Smyrna Substation Expansion – Received the invoice from Duke Energy for the mobile substation which will require a change order in the amount of $14,000.00, bringing the total cost for the mobile substation to $381,931.00. This change order reflects the additional rental time that was needed. The project is substantially complete. UCNSB needs to address retainage request for final payment of J.L. Malone.

4. South Beach Pump Station Generator Replacement and Upgrades – Start up and testing of equipment is complete. The pump station has been back on-line as of 5-19-21. Project close out expected in June 2021.

5. Western Utility Complex (WUC) – The City has decided not to participate in a Joint Facility at this time. The Williamson Blvd. alignment across the WUC property has been agreed to conceptually by all parties. Project detail meeting scheduled for Feb. 25 to finalize the design requirements of the Fleet/Field Ops. building. This is the first building planned for the site. UCNSB team and consultant (Pond) working through the final design details. Plans to submit Master Plan for this site to the City targeted for July/August 2021.

6. Field Street Capacitor Bank – Contractor has completed below grade work. Due to long material lead times, construction will renew in March and anticipated completion is for May 2021.

7. Lift Station No. 3 Improvements and Force Main Replacement on Saxon Drive – On 1-25-21(AI 3-e) UCNSB approved this project in the amount of $1,654,243. Tetra Tech is working on a preliminary design. This project is funded by W.O. No. 21-UP3021 with $119,750 budgeted for FY21 and $1,534,493 budgeted for FY22.

8. GWTP Chemical Improvements – Project is in the design phase and working towards 60% submittal.

9. WRF PLC Replacement – Project is 100% completed. Anticipated close out in June 2021.

10. Smyrna Substation Circuit No. 29 Construction – On 2-22-21 (AI 3-g) the Commission approved this project in its entirety in the amount of $375,000. (W.O. No. 21-UE1029) This project is part of the Reliability Improvement Plan. Engineering is working on DOT permit for the bore under S.R. 44. Approved boring permit received from FDOT. RFQ for boring contractor is underway.

11. Manhole 72-02 Replacement and Lift Station 73 Improvements – On 2-22-21 (AI 3-f) the Commission approved this project in the total amount of $217,000.00. Geotech and survey work is complete. The construction work was included as a bid alternate to L.S. 5 Reconstruction Bid (ITB 13-21) in an effort to obtain a better price for the sewer work. This project is funded by W.O. No. 21-UP3022.

ENGINEERING DEPARTMENT - Capital Projects Update (cont.):

12. Lift Station 5 Reconstruction – Project received overall approval by UCNSB on April 27, 2020 (AI 3-f) in the amount of $1,890,000.00 and authorized Tetra Tech to complete the design, permitting and construction certification. On April 19, 2021 ITB#13-21 Lift Station #5 Reconstruction was advertised. Bids are scheduled to be opened June 8, 2021 and reviewed by UCNSB staff. Engineering will ratify award of contract at the June Commission Meeting. Project is funded by W.O. # 20-UP3012.

13. Glencoe Farms Road and Spruce Creek Water Main Improvement Project – On April 26, 2021 (AI 3-i), UCNSB ratified awarded contract for ITB #08-21 to ThadCon, LLC in the amount of $252,815.00. Construction started on April 27, 2021 and is 50% complete for Glencoe Farms Road. Project received overall approval on October 26, 2020 (AI 3-d) with a budget of $300,000.00. Project is funded by WO No.'s 21-IW2025 and 21-UW2024.

14. Wet Weather Storage Pond Expansion – Project received overall approval by UCNSB on December 17, 2020 (AI 3-b) in the amount of $2,150,376.00. ITB#15-21 Reuse Reservoir Expansion and Pump Station Replacement was advertised on April 10, 2021. Bids are scheduled to be opened on June 8, 2021 and reviewed by UCNSB staff. Engineering will ratify award of contract at the June Commission Meeting. Project is funded by W.O. No.'s 20-UP3005 and 21-IP3005.

15. Well Nos. 2 and 3 Improvements – UCNSB approved this project on April 27, 2020 (AI 3-i) in the total amount of $273,000.00. Finalizing design and specifications in May so bid can be advertised in June 2021. Project is funded by W.O. No. 20-UW2013.

Interagency Projects Update - City:

1. 5th Street Bridge Replacement – Engineering is currently working with DRMP to finalize construction plans for permitting and bidding. UCNSB approved a Cost Share agreement with Charter Communications on April 26, 2021 (3-h) for horizonal directional drilling Charter's conduit with the U.C. electric conduit.

Interagency Projects Update - County:

1. 10th Street Widening (Myrtle Ave. to U.S. 1) – Electric work is completed. Traffic will switch to the new road on June 7, 2021. Then water and wastewater work can start.

Interagency Projects Update - FDOT:

1. Barracuda Bridge Replacement – UCNSB approved the overall project in its meeting held on April 27, 2020 (AI 3-c). On April 5, 2021 UCNSB advertised ITB#11-21 Barracuda Bridge Utility Replacement. Bids are scheduled to be opened on June 8, 2021 and reviewed by UCNSB staff. UCNSB also approved an Asphalt Restoration Cost Share Agreement between the City and UCNSB on April 26, 2021 (AI 3-g). A public meeting for this project was held on 5-4-21 at the Brannon Center.

2. I-95 and Pioneer Trail Interchange – The Engineering Department provided comments to the consultant on the preliminary electric and water main design. This project is expected to bridge between FY21 and FY22, and to be funded from W.O. Nos. 21-UE1017 and 21-UW2018.

ENGINEERING DEPARTMENT (cont.):

GIS:

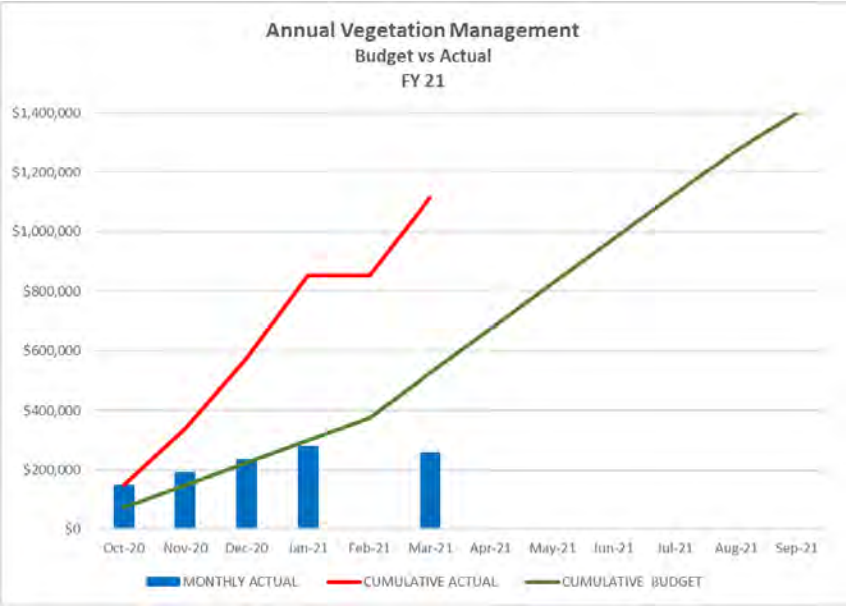
1. GIS has been working with T&D staff to configure maps/app and workflow for TripSaver site inspection.
2. GraniteNet – I.T. is in process of setting up services; GIS configuration will follow.
3. Utility Network Planning – Pricing information has been received from three vendors for conducting a "Data Readiness Review". Hopefully new information for doing this "in-house" will become available from ESRI's User Conference in July.

Distribution Vegetation Management:

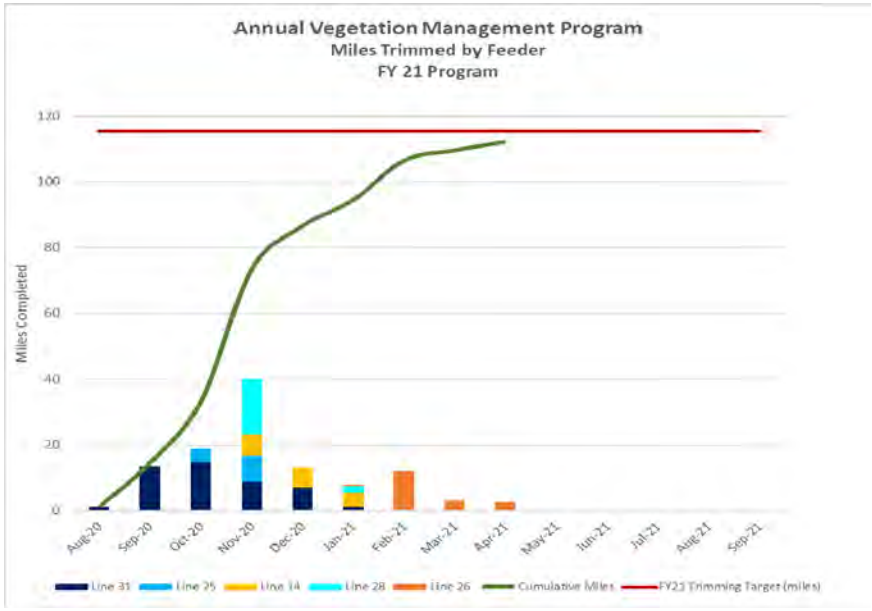
Annual Vegetation Management Trimming Cycle (revised 3/4/2021)					
FY21		**FY22**		**FY23**	
Line	**Miles**	**Line**	**Miles**	**Line**	**Miles**
Line 28	18.94	Line 3	10.5	Line 15	23.86
Line 31	46.25	Line 8	2.95	Line 16	19.14
Line 14	16.66	Line 7	17.93		
Line 25	11.99	Line 24	11.24		
Line 26	21.6	Line 4	18.88		
FY21 Total:	**115.44**	**FY22 Total:**	**61.50**	**FY23 Total:**	**43.00**
				Annual Planned Total:	**219.94**
Line 17 *	10.59				
All Trimming FY21:	**126.03**			**System Total:**	**230.53**

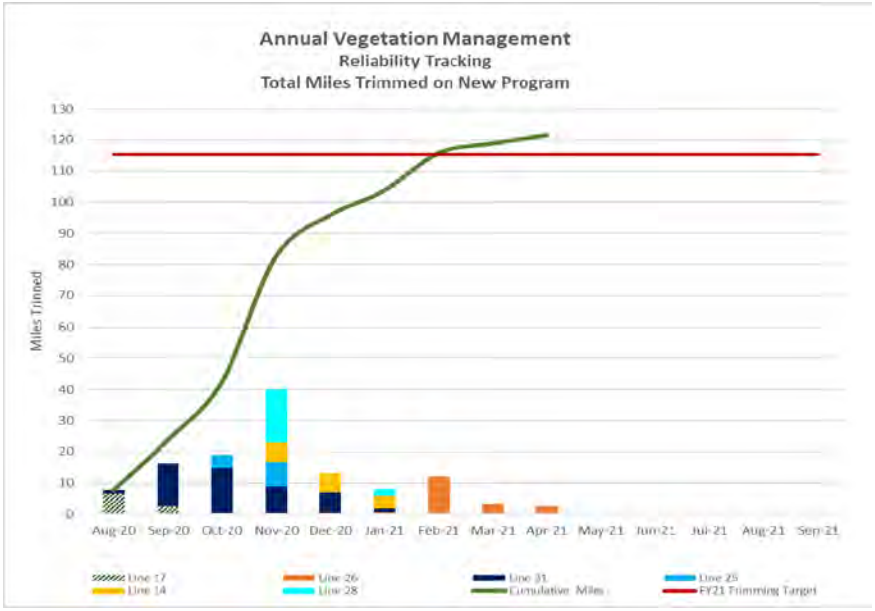
* Line trimmed on Capital Project

Lines for Years 2 and 3 Re-Prioritized using Annual Outage Data (2014 - 2020)



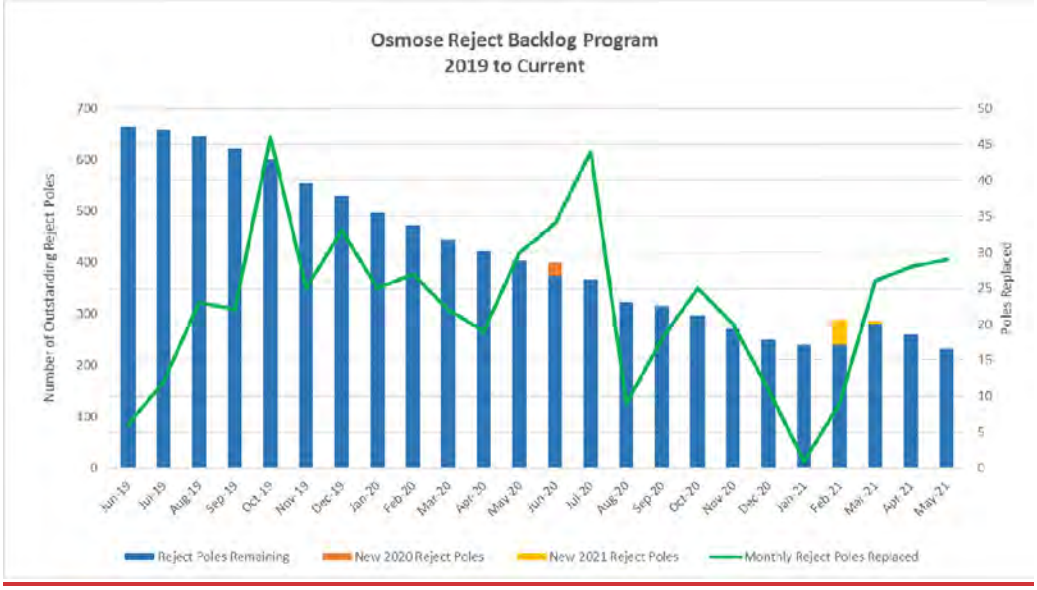
ENGINEERING DEPARTMENT (cont.):

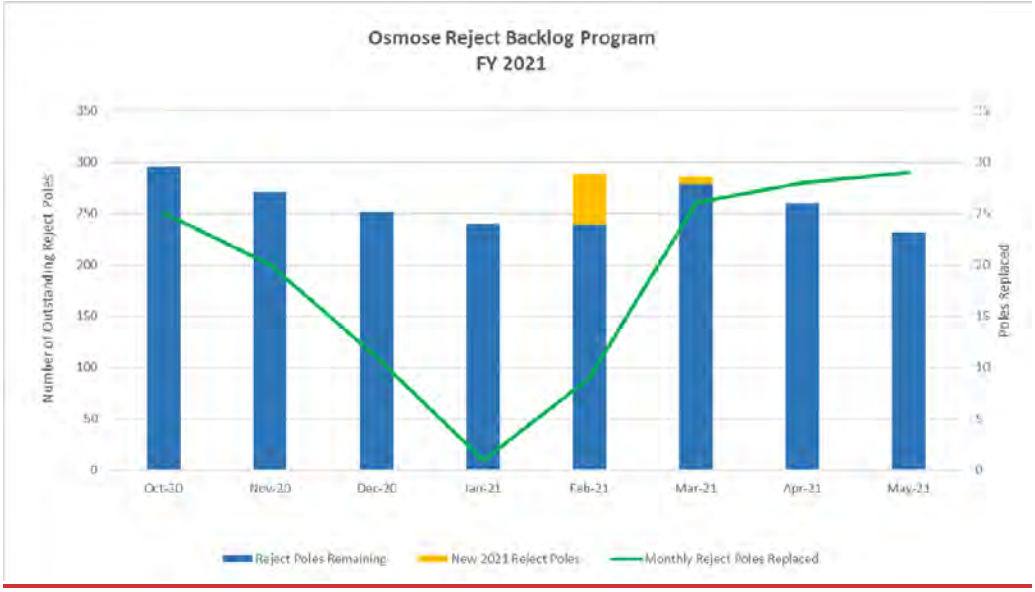




Reject Pole Backlog Management:
Starting in July 2019, the T&D Department has been working on eliminating its backlog of Osmose Testing Reject Poles. The number has been steadily coming down. In July 2019 the backlog was 664 poles. As of May 31, 2021, the backlog is at 232 poles. Engineering and T&D are working together to explore options for addressing the remaining backlog of poles and developing replace vs. reinforce options as we move forward with our annual pole testing and treating program.

ENGINEERING DEPARTMENT (cont.):





Developer Projects**:**

1. Coastal Woods Unit D – Underground Electrical Conduit to be installed in the remainder of the subdivision. Lift station start-up and final walk-through for the wet utilities has been performed. Punch list items have been provided to the contractor. The off-site water main that runs along Pioneer Trail has been constructed and as-built survey is in for review.

2. Coastal Woods Commercial 1A - UCNSB provided a Letter of Acceptance for this project. A utility connection application for the first parcel is being processed for the 7-Eleven.

ENGINEERING DEPARTMENT – Developer Projects (cont.)**:**

3. Sarinna Lakes – The water main, gravity sewer system and reclaimed water system have been installed. The lift station is still being constructed.

4. Coastal Woods Commercial – Phase 1B – UCNSB is working with the Developer to get the 12" Water main, from S.R. 44 to stopping point, just shy of connection to the Coastal Woods Off-site WM along Sugar Mill, reviewed and approved for the partial certification with VCDOH. Awaiting GEOSAM to connect the two mains and provide clearance forms.

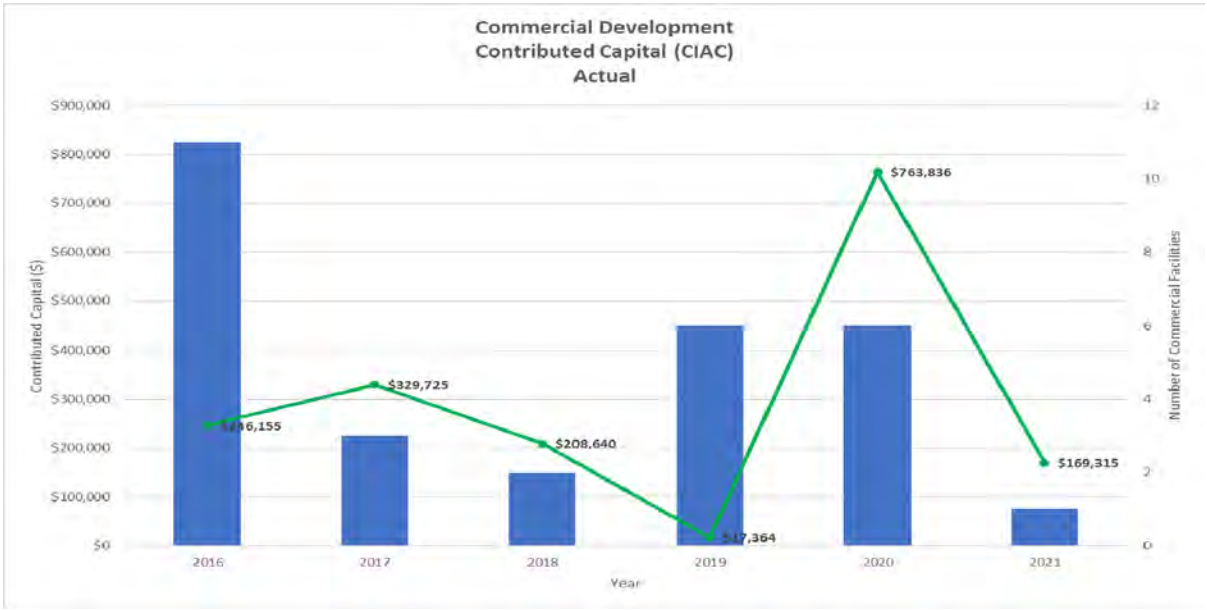
5. City Hall Annex – Electric portion of the project is to have transformer upsizing performed on 4-15-21 by UCNSB and terminations within the transformer made. The services to the new annex will be locked out and tagged until services are ready for acceptance. UCNSB is currently working with the City's Project Manager on the project acceptance.

6. Coastal Woods Off-Site 12" Water Main on Sugar Mill Drive – Briar Team has constructed a 12" water main from Coastal Woods Residential Unit 1A to Coastal Woods Commercial Phase IB. The 12" water main runs from S.R. 44 to the Coastal Woods Residential subdivision along Sugar Mill. This water main's paperwork is in for VCDOH water certification.

7. The Palms Phase 5 – Water system is activated. Sewer is 90% completed, pending lift station site work. Electrical conduit installation is 100% complete and is on T&D schedule to pull conductors. Project completion is anticipated late June 2021.

8. Copper Creek Subdivision – Developer's Agreement approved by the Commission on April 26, 2021 (AI 3-d). Pending pre-construction meeting request by developer.

New Business – Contributions in Aid of Construction (CIAC)**:**



ENGINEERING DEPT. -New Business–Contributions in Aid of Construction (CIAC) (cont.)**:**

Commercial Analysis:

1. Contributed Capital is recognized by the U.C. at Project Closeout when the assets are approved and transferred from the Developer to the U.C.
2. Using data from 2015-2021, the average utilities contributed capital is estimated at ***$57,618.00 per site***. Commercial development variability is much greater than in Residential development, therefore, actuals vs. estimated CIAC numbers will show much larger variations.
3. FY20 Data
   a. Six projects were closed out resulting in a $594,521.00 CIAC impact on U.C. financials.
4. FY21 Data
   a. One project has been closed out with a $169,315.00 CIAC impact on U.C. financials.
   b. Five projects are anticipated for planned for completion between May and September 2021 at an estimated CIAC impact of $288,090.00.

Residential Analysis:

1. Contributed Capital is recognized by the U.C. at Project Closeout when the assets are approved and transferred from the Developer to the U.C.
2. Using data from 2015-2021, the average utilities contributed capital is estimated at ***$5,267.00 per lot.***
3. FY20 Data
   a. Zero projects were closed out resulting in zero CIAC impact on U.C. financials.
   b. A few projects originally anticipated to close in FY20 experienced delays due to a number of factors including: COVID-19 impacts to labor and material delivery delays.

ENGINEERING DEPT. -New Business–Contributions in Aid of Construction (CIAC) (cont.)**:**

Residential Analysis (cont.):

4. FY21 Data
   a. Three projects have been closed out with a total CIAC impact on UC financials of $1,394,261.00.
   b. Two projects planned for completion are:
      i. Coastal Woods D – June 2021: 242 lots estimated at $1,274,570.00
      ii. The Palms Phase 5 – May 2021: 234 lots estimated at $1,232,435.00

CENTRAL SERVICES DEPARTMENT

Human Resources

General:
Reference Metrics books for information related to Turnover, Customer to Employee Ratio, Employee Headcount Budgeted vs. Actual, Recruitment, and Absence Rate.

Payroll and Benefits

Employee Health & Wellness:

From discovering how pets increase our well-being to meal prepping and healthy eating on a budget, May's Employee Health and Wellness shared FHCP Wellness Spotlight directing staff to activities and webinars on FHCP's website. We also took the opportunity to highlight Mental health Awareness Month and effects of the pandemic on our mental health.

Employee Training & Development:

Peer to Leader Sessions continue for Engineering Manager and Plant Maintenance Supervisor.

IBEW Local 2088:
2021 Wage Reopener negotiations held in May with ratification in May by the Bargaining Unit and subsequently approved by the Commission. Negotiations concluded with five (5) items for ratification, including a General Wage Increase of 2.5% effective 10/1/2021. Other items were negotiations of wages for two (2) new positions: Head Customer Service Representative and Building Maintenance Technician, and restructuring of two job families: Lineman and Distribution and Collection.

Community Relations:

Drafted and published communications for various printed materials, social media platforms, UC website, and radio.

Worked on layout and development of Sharepoint site with I.T. staff for internal communication and document retention.

CENTRAL SERVICES DEPARTMENT (CONT.):

Continued with communication drafting for rate modifications.

U.C. contributed hand-held paper fans for the City of NSB/VFW Memorial Day Ceremony at the Brannon Center on May 31st.

Safety & Risk Management:

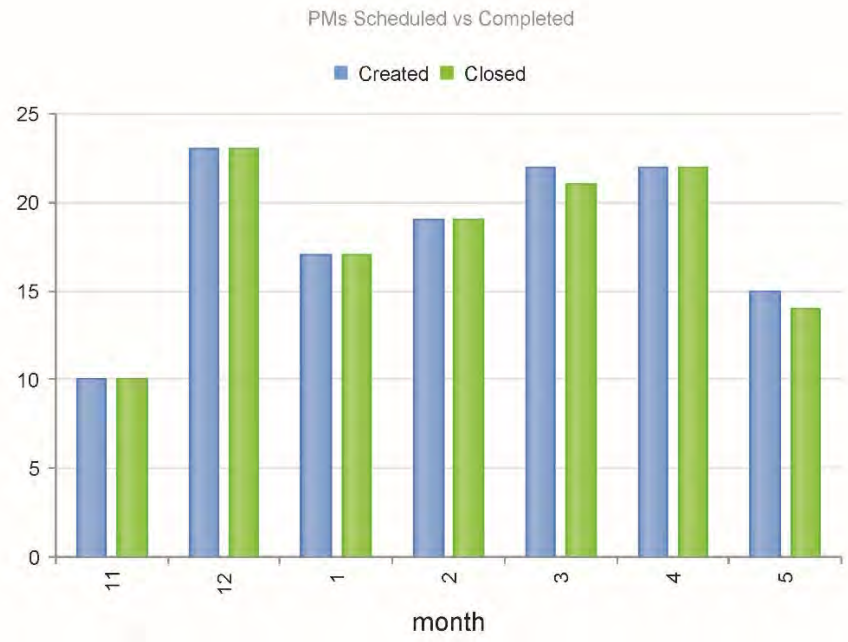
May's Safety Messages provided insight into the importance of teamwork, the benefits of vehicle inspection and maintenance, and the need to report all on-the-job incidents.

Our new Safety Involvement Team met on May 12th and May 28th. Introductions were made, guidelines were established and a slogan was secured.

Fleet and Facilities Management:
As preventative maintenance (PM) schedules continue to be met, the U.C. is recognizing a reduction in corrective maintenance related to lack of preventative maintenance. Continuing to address and improve driver contributions to vehicle integrity, including daily inspections, washing vehicles regularly, driving safety, and proper use of vehicles. All of which contribute to reductions in corrective maintenance needs.

The following charts display information related to maintenance on the UC's fleet and is broken down as follows:

Number of UC's Fleet serviced in the month;
Type of service performed: Preventative Maintenance (PM), Corrective Maintenance (CM), and Other (includes, decal placement, reflective tape, decommissions, recalls, and warranties);
Severity of Corrective Maintenance: High, Mid, and Low – defined by cost; and
Services by Department – shows by number, what portion of services for each department.



Scheduled PM Services –chart reflects what was serviced vs. what was scheduled for service (includes vehicles and equipment).

CENTRAL SERVICES DEPT. -- Fleet and Facilities Management (cont.):

In the month of May, 15 vehicles were scheduled for PM services and 14 were serviced – 93%. Fleet Mechanic picked up remaining vehicle week of June 7th to ensure PM service completed. A total of 46 vehicles and equipment were serviced for corrective maintenance in the month of May. See below chart for further description.

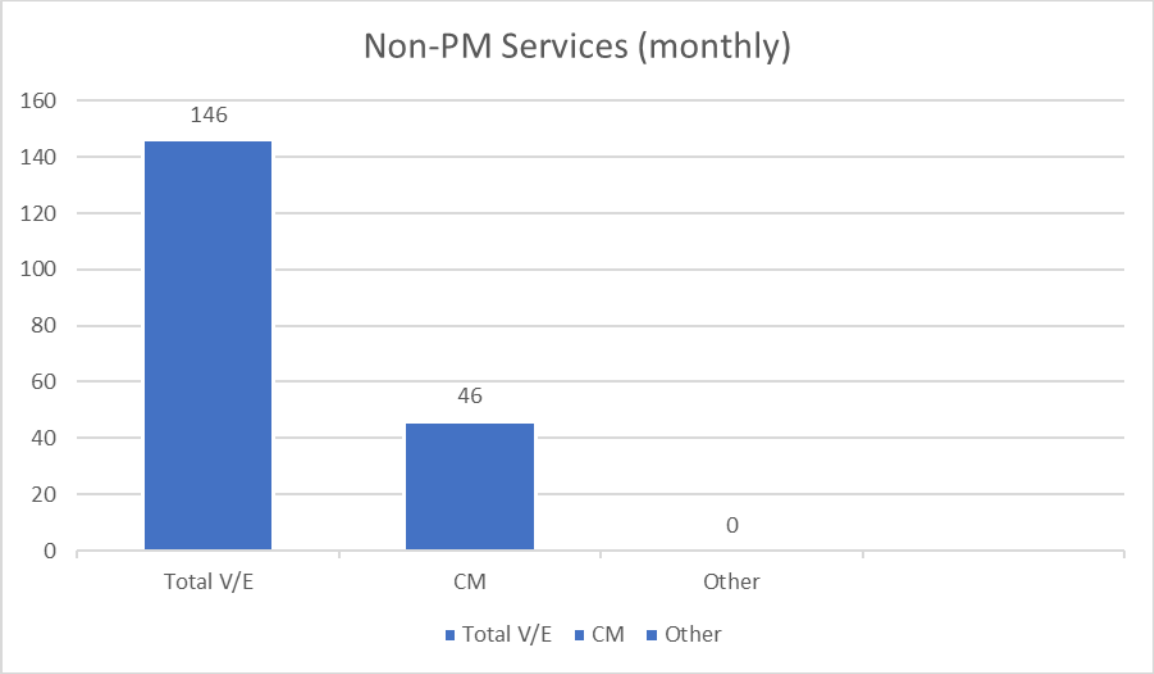
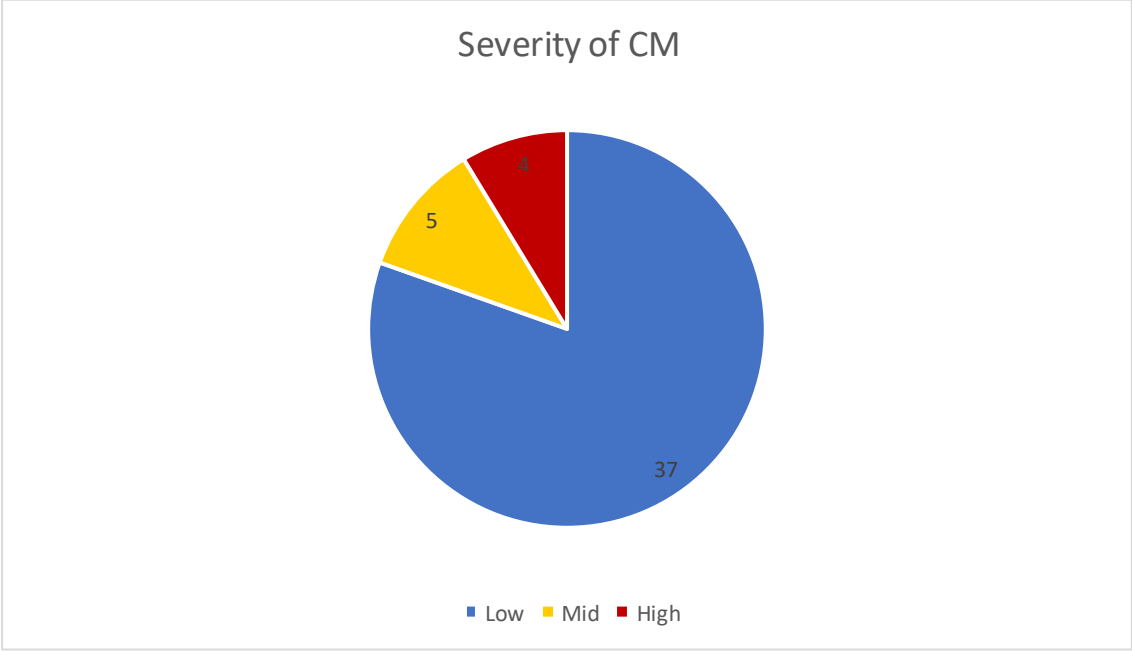


Chart reflects other services performed in the month, excluding preventative, and shows relative to the total number of vehicles and equipment (V/E) in the UC's fleet. *(Corrective maintenance (CM) and other (e.g., adding decals, reflective tape, decommission, warranty, and recalls, etc.).*



Breakout of Corrective Maintenance displayed by severity (shown as the number of vehicles). Severity is defined by cost of service.

CENTRAL SERVICES DEPT. -- Fleet and Facilities Management (cont.):

Severity Classifications:

Low
Common items from wear/tear, examples include suspension repairs, exhaust, nails in tire, lost keys, lost fuel caps, etc.
Up to $250 (not including labor)

Mid
Higher level failures that are less common, but typically due to wear/tear or damage. Examples include, tire replacements, electric motors on equipment, body damage, etc.
Up to $600 (not including labor)

High
Major failures, damages, or repairs requiring high cost parts/vendor labor. Examples include, broken aeirel buckets, body damage, transmissions, major component replacements, etc.
> $600 (inclusive of vendor labor)

Month of May:
The majority of corrective maintenance required in the month of May were minor and included service calls for jump starts, spare key needs, fuel, etc.; other repairs were required due to damages from vehicle incidents and normal wear/tear (e.g., tire changes).

Examples of service calls and repairs for the month of May include:
- Vehicle No. 2-1004 – Keys locked in vehicle
- Vehicle No. 4-1004 – Ran out of fuel
- Changing 4-way flashers

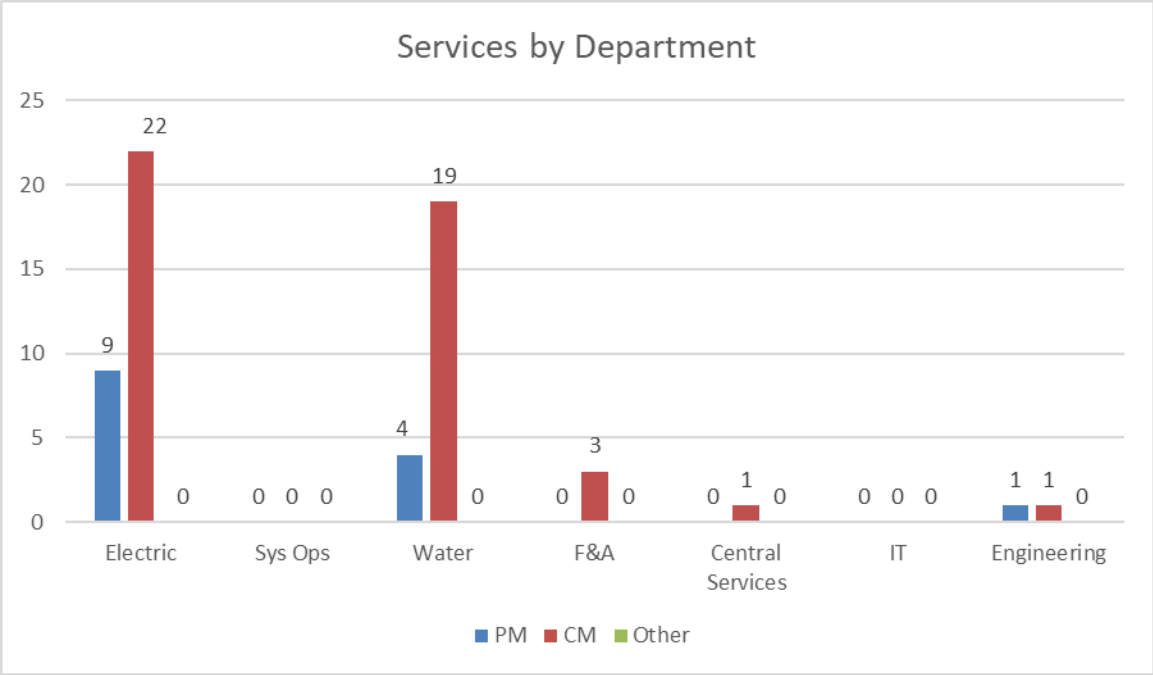
Mid severity included:

Vehicle No.	Repair	Notes
4-1004	Replaced pole claws	Damaged while removing poles
Dump Trailer E112	Replaced front toolbox that houses the electric motor and tarp mounting	Damaged while backing
3-3016	Electric winch motor	
3-3017	Electric winch motor	
3-3009	Inverter replacement	

High severity included:

Vehicle No.	Repair	Notes
2-1007	Bumper replacement	Vehicle incident
4-3001	Tire replacement (6)	
3-0003	Valve cover and gasket replacement at Chevrolet	Higher cost due to difficulty of access
4-1008	Lower boom cylinder hydraulic	Damaged (cause unknown); high cost due to location of damage and requirement to reset several other connected functions

CENTRAL SERVICES DEPT. -- Fleet and Facilities Management (cont.):



Shows breakdown of the number of vehicles and type of service by department.

There were10 PM's scheduled for the Electric Department, 9 serviced. Remaining vehicle serviced in June. All other departments met PM schedule in May. Majority of services in May were corrective with about 90% in Electric and Water (48% in Electric and 41% in Water). See above charts.

Joseph Bunch,
General Manager/CEO

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	✓
RELIABILITY PERFORMANCE	✓
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	✓
VALUE-ADDED SERVICES	

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 4-a

☐ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director of Finance/CFO

☐ **OLD BUSINESS** **SIGNATURE:** Efren Chavez

☑ General Manager's Report **EXHIBITS:** May 2021 Financial Performance and Fiscal Year 2022 Budget Presentation and May 2021 Financial Statements

SUBJECT: May 2021 Monthly Financial Statements

SUMMARY:

PROJECT TYPE: GOVERNANCE ITEM

For this month, the May 2021 Financial Performance and Fiscal Year 2022 Budget Presentation has been included in this agenda item as an attachment.

Immediately following the presentation is the Utilities Commission's Financial Report for May 2021.

FUNDING SOURCE(S) N/A

RECOMMENDED ACTION:

Acceptance of the May 2021 Financial Statement.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

May 2021 Financial Performance and Fiscal Year 2022 Budget Presentation

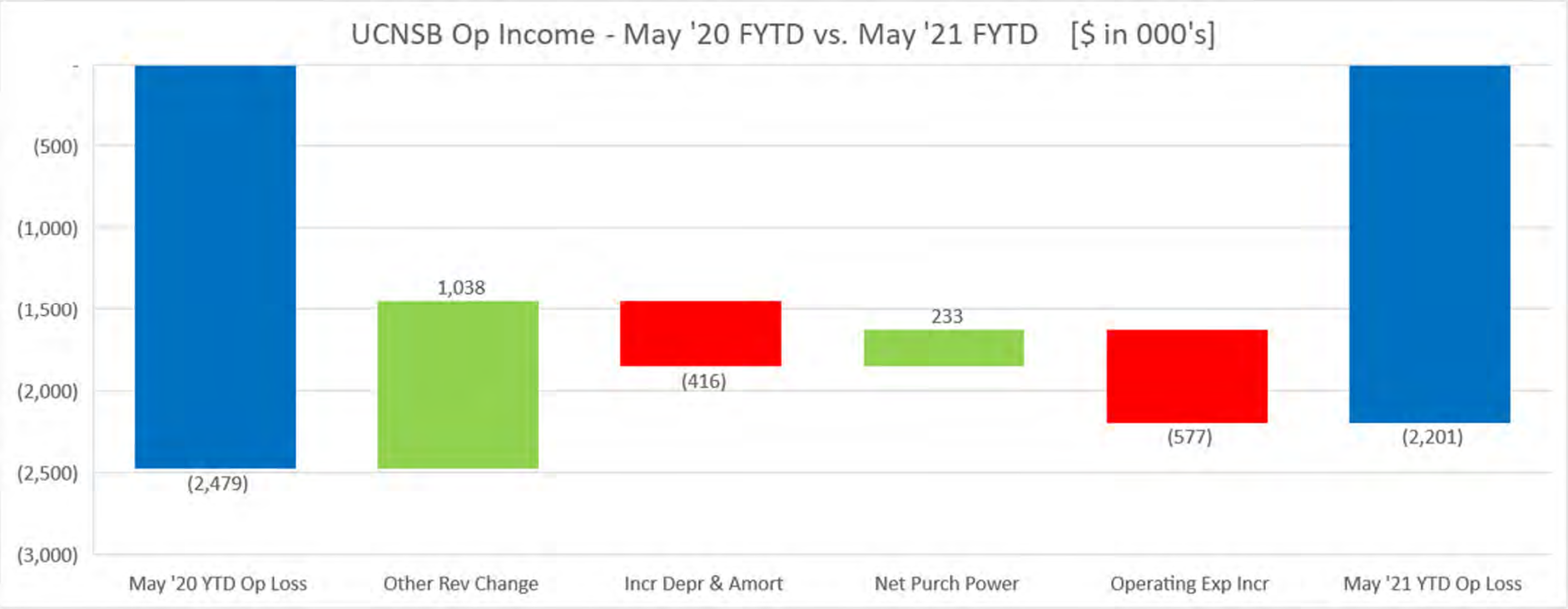
Efren Chavez *June 28, 2021*

May 2021 FYTD Results

- May 2021 FYTD financial statements reflect a change in net assets of approximately $0.3M
  - Driven by increased revenue and continued purchase power favorability
  - Offset by increased operating expenses and anticipated higher debt expense
  - See Waterfall slides for additional details
- May 2021 FYTD capital expenditures were approximately $10.8M: $6.5M in Major Projects and $4.3M in Annual Projects
  - Major project spend included PLC Replacement, Generator Replacements, RTU/SCADA work, South Beach Pump Station Upgrade, Smyrna Substation, Sugar Mill Cable work, Field Street Substation, Capacitor Bank, 10th Street Road Realignment (County), Lift Station #5 reconstruction, 5th Street and Barracuda Bridge relocations, Facility Security, etc.
  - Annual project spend included pole inspection and replacement, potable water meter installations, new electric overhead and underground extensions, light duty/medium duty vehicles, sewer relining

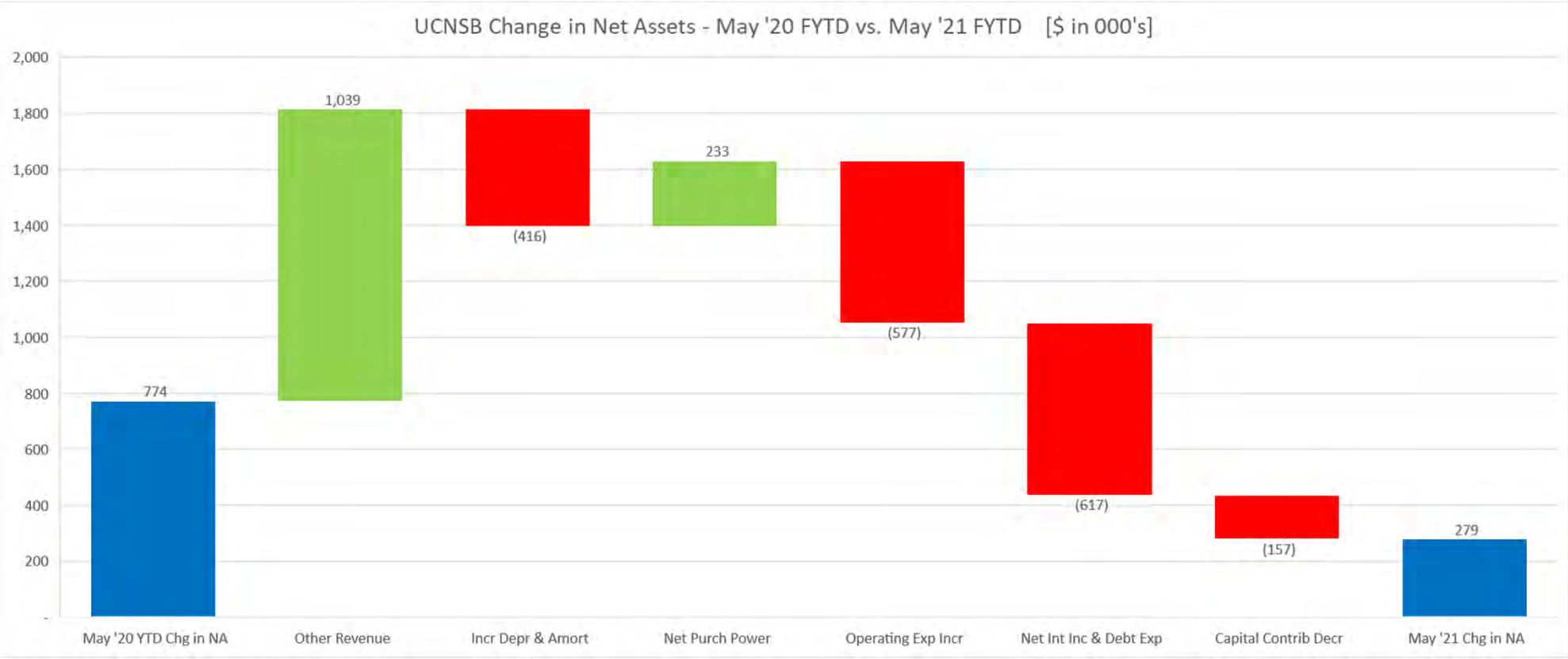
May 2021 YTD Op Inc / (Loss)

May 2021		
LOB	**# of Cust**	**Yr-over-Yr Growth**
Elec	30,021	1.7%
Water	28,668	1.9%
Wwater	23,581	3.2%
Reclaimed	3,409	11.2%



- May ’21 FYTD operating loss of $2.2M which was ~$0.3M less of a loss vs. May ’20. FYTD driven by increased revenue including residential electric and wastewater/reclaimed, continued purchase power favorability partially offset by incremental operating expenses [i.e., veg management trimming], increased depreciation and amortization and 6) lower Electrical commercial revenue

May 2021 YTD Change in Net Assets



- May '21 FYTD Change in Net Assets was $0.3M which was $0.5M less than May '20 FYTD. The FYTD is driven by the following: 1) increased revenue including residential electric and wastewater/reclaimed, 2) continued purchase power favorability partially offset by 3) incremental operating expenses [i.e., veg management trimming], 4) increased debt expense due to $65M in new capital, 5) increased depreciation and amortization and 6) lower Electrical commercial revenue

- Year-over-Year customer growth and usage continues. As the NSB area goes into the warmer summer months, revenues will continue to grow.

UCNSB FY22 Budget – Overall Approach

- The FY 2022 Budget reflects the following key guiding principles:
  - Our Vision, Mission, and Values drive how we operate to serve our customers and the community – now and in the future
  - The $179.9M Capital Improvement Plan (CIP) reflects the 3rd year of a detailed prioritized risk assessed capital plan reflecting projected growth, expected usage, and approved Modernization Roadmap Plan projects
  - In addition to the CIP, Capital Connection Fees fund $12.7M in growth-related water and wastewater projects over the 10-year period ("Growth funds Growth")
  - Aging infrastructure replacements and investments to extend useful life
  - 3rd Party Projects which are managed by the State, County and City regulatory bodies who set the project plan and execution schedule are now separately tracked as the UC does not control when the projects will begin nor their progress
  - Consolidation of Field Operations and Fleet and Facilities maintenance personnel into a safety-compliant operational building
    - Once new consolidated building is complete, vacate Swoope Site and return to the City of NSB

UCNSB FY22 – FY31 Budget – Capital

- The 10-year $179.9M CIP [FY22 – FY31] Budget reflects the 3rd year of a detailed prioritized risk assessed capital plan reflecting projected growth, expected usage, and includes projects in the approved Modernization Roadmap Plan. See below Modernization Project Details:

- Modernization Projects enable capabilities to improve; customer experience, business operations, sustainability and environmental stewardship:
  - Advanced Metering Infrastructure (AMI) implementation [Electric and Water]
  - Work Management/Asset Management Systems and process implementation
  - Telecom Strategy and build-out including UC Fiber Ring to UC key locations
  - SCADA upgrades: electric, water, wastewater
  - Glencoe Water Treatment Plant (GWTP) – enhance capacity and extend plant life
    - Chemical system improvements
    - New Pellet Softening System
    - Raw water well rehabilitation and monitoring
  - Water Reclamation Facility (WRF)
    - Headworks replacement, Lift Station 111 upgrade and WRF Pump replacements
    - Aeration System Improvements
    - Expand Reclaimed Water Storage Pond
    - Biosolids Upgrade project
- Electric Reliability Improvement Plan – Goal to reduce outage frequency and make the system more resilient
  - Three-year plan to reduce outage frequency with goal to achieve less than one interruption per customer at the system level
    - SAIFI metric less than one (1) and SAIDI less than sixty (60) minutes
  - Accomplished by installing additional equipment, technology and system hardening projects

UCNSB FY22 Capital

- FY 2022 **Capital** of $28.3M reflects the following major initiatives:
  - Major Projects total $15.0M include the following:
    - $3.4M Water major projects include Glencoe Water Treatment Plant (GWTP) improvements, and Advanced Metering Infrastructure (AMI) - Water
    - $3.3M Wastewater major projects include Water Reclamation Facility (WRF) improvements, various lift station improvements, and utility force main replacement
    - $4.8M Electric major projects include electric reliability improvements, AMI Electric, and Outage Management System (OMS)
    - $3.4M Common major projects include; municipal fiber ring and start of consolidated Field Operations and Fleet Maintenance building
  - Annual Projects total $8.9M include normal annual preventative and reactive capital work such as; pole replacements, meter installations, proactive sewer relining, etc. to maintain infrastructure
  - 3rd Party Projects total $4.4M include 10th Street Relocation, Barracuda Bridge and 5th Street Bridge Replacements. 3rd Party projects are established by State, County and City regulatory bodies who set the project plan and execution schedule. The UC does not control project timing.

UCNSB FY22 – FY31 Budget Capital Summary

($ in thousands)	2021 PY Budget	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	TOTAL
Annual Projects												
Electric	$ 3,919	$ 3,320	$ 3,394	$ 3,258	$ 3,199	$ 3,168	$ 2,878	$ 2,973	$ 2,832	$ 2,922	$ 2,828	$ 30,768
115kV Breaker Replacement Program	-	400	400	400	400	400	-	-	-	-	-	2,000
Electric - Vehicles & Heavy Equip Only	943	975	375	45	370	690	700	400	375	50	1,090	5,070
Wastewater	600	662	614	604	593	561	590	604	663	675	677	6,242
Wastewater - Sewer Relining	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	20,000
Wastewater - Vehicles, Heavy Equip & Tools	771	137	50	45	547	47	55	275	365	165	860	2,546
Water	881	954	981	774	775	770	802	795	779	753	765	8,146
Water - Vehicles, Heavy Equip & Tools		25	25	25	25	25	125	175	60	25	40	550
Common (primarily facility and IT projects such as HVAC, and generators)	310	424	612	234	966	164	219	185	219	221	172	3,416
Common - Vehicles & Tools	125	23	10	13	18	7	202	118	34	41	170	633
AP Subtotal	7,548	8,918	8,461	7,397	8,892	7,831	7,570	7,523	7,326	6,851	8,602	79,370
Major Projects												
Electric	3,959	2,435	5,373	6,238	2,950	850	1,000	250	325	1,000	375	20,795
Electric Reliability	820	2,110	1,665	610	-	-	-	-	-	-	-	4,385
Electric (AMI and OMS)	200	300	2,000	3,200	3,050	-	-	-	-	-	-	8,550
Water	3,254	1,228	940	2,750	575	1,450	2,000	750	1,000	1,000	500	12,193
Water - GWTP Chemical Improvements	-	2,150	575	1,425	600	-	-	-	-	-	-	4,750
Water - AMI		-	-	-	-	2,000	3,000	3,000	-	-	-	8,000
Wastewater (WW)	2,824	700	100	1,500	-	-	-	-	300	-	-	2,600
WW - WRF Improve.	-	306	1,524	375	750	1,250	500	-	-	500	1,500	6,705
WW - LS (#3,5,12,15,16,27 & 40) Reconstruction & Improvements	-	2,300	1,700	2,102	1,115	2,000	1,500	1,000	500	-	-	12,217
WW - Utility Cor Force Main Replc		-	-	262	262	2,500	2,500	-	-	-	-	5,524
Common	769	1,435	1,500	950	950	750	700	450	350	350	350	7,785
Com Bldg - [Field/Fleet and Gen] Phase 1	285	2,000	3,000	2,000	-	-	-	-	-	-	-	7,000
MP Subtotal	12,110	14,964	18,377	21,412	10,252	10,800	11,200	5,450	2,475	2,850	2,725	100,504
AP & MP Subtotal	***$ 19,658***	***$ 23,882***	***$ 26,837***	***$ 28,809***	***$ 19,144***	***$ 18,631***	***$ 18,770***	***$ 12,973***	***$ 9,801***	***$ 9,701***	***$ 11,327***	***$ 179,874***
3rd Party												
Barracuda Bridge Utility Improv	W	1,500	-	-	-	-	-	-	-	-	-	1,500
5th Street Bridge Replacement	W	150	-	-	-	-	-	-	-	-	-	150
I95 PioneerTrl Interch Wtr (Unfunded FDOT)	W	150	-	-	-	770	-	-	-	-	-	920
10th Street Road Realignment	W	100	-	-	-	-	-	-	-	-	-	100
Washington Streetscape Project	W	60	160	100	-	-	-	-	-	-	-	320
City Storm Water Projects	W	-	-	-	100	100	-	-	-	-	-	200
Barracuda Bridge Utility Improv	WW	1,500	-	-	-	-	-	-	-	-	-	1,500
5th St Bridge Replacement	WW	150	-	-	-	-	-	-	-	-	-	150
10th St Road Realignment	WW	100	-	-	-	-	-	-	-	-	-	100
Washington Streetscape Project	WW	60	85	50	-	-	-	-	-	-	-	195
I95 Crossing FM to WRF	WW	-	-	100	-	-	-	-	-	-	-	100
City Storm Water Projects	WW	-	-	-	100	100	-	-	-	-	-	200
Barracuda Bridge Utility Improve	E	200	-	-	-	-	-	-	-	-	-	200
I95 PioneerTrl Interchange Ele	E	150	-	-	-	770	-	-	-	-	-	920
5th Street Bridge Replacement	E	150	-	-	-	-	-	-	-	-	-	150
Washington Streetscape Project	E	100	160	340	-	-	-	-	-	-	-	600
Historic West Side Project - City Project	E	-	-	-	250	-	-	-	-	-	-	250
City Storm Water Projects	E	-	-	-	100	100	-	-	-	-	-	200
3rd Party Total	-	4,370	405	590	550	1,840	-	-	-	-	-	7,755
GRAND TOTAL Capital Budget	**$ 19,658**	**$28,252**	**$27,242**	**$29,399**	**$19,694**	**$20,471**	**$18,770**	**$12,973**	**$9,801**	**$9,701**	**$ 11,327**	**$ 187,629**
Restr. [CCF Funded] - Williams Rd & Pellet Soft	W	250	500	2,000	3,000	5,000	-	-	-	-	500	11,250
Restr. [CCF Funded] - Reclaimed Pond Expan	WW	1,470	-	-	-	-	-	-	-	-	-	1,470
Capital Connection Fee Funded Proj - Restrict	$ -	$ 1,720	$ 500	$ 2,000	$ 3,000	$ 5,000	$ -	$ -	$ -	$ -	$ 500	$ 12,720

NOTE: The above analysis does not currently include the next building phase at the WUC. The 22-31 capital currently includes the Field Ops and Facilities Maint. building.

UCNSB FY22 Budget – P&L

- Each year as part of the annual Budget process, the UC reviews its operations, maintenance program objectives and Key Performance Indicator (KPI) targets

- Revenue projections are based on the rate study results which will be reviewed for initial approval at the June 2021 Commission meeting

- Operating (O&M) expenses, including purchased power, are budgeted to increase in 2022 by approximately 5.0% from the previous year's UC 2021 Budget, primarily driven by increased contracting including transmission Right of Way (ROW) vegetation management, employee benefit increases, etc.
  - While the change from FY21 to FY22 was approximately a 5.0% increase
  - Change from FY20 to FY21 reflected a **2.1% reduction**
  - Overall, the ***2-year O&M budget change*** from FY20 to FY22 reflects a net **3.6% increase**

UCNSB FY22 Budget – P&L (cont.)

- 2022 **O&M** of $56.4M reflects the following major initiatives:
  - Increased employee-related costs such as healthcare and employee benefits
  - First year implementation of UC's transmission line ROW multi-year clearance initiative
  - Second year of an ongoing 3-year cycle distribution line Vegetation Mgmt. program
  - Projected operational staffing level of 183 reflects three (3) additional FTEs from FY21 Budget, though same as FY19 Budget total
    - To achieve UC Vision and Modernization goals; an IT Applications and Operational Technology (OT) Manager, SCADA Engineer and Director Strategic Programs were added
    - Total FY22 Budget headcount including five (5) commissioners is 188
  - 2022 Purchased Power Budget is $24.6M (including St. Lucie) is equal to the 2021 Budget and continues to reflect relatively low purchased power rates
    - The UC's fractional purchased power ownership in FPL's St. Lucie Nuclear Power Plant is now reported in purchased power in accordance with the 2020-2021 Rate Study, previously reported in other production (O&M) expenses
    - No impact to UC income statement nor the 6% payment to City of NSB

UCNSB FY22 – FY31 Budget – Next Steps

- UC Commission approves the 2022 Budget submission
- UC submits the 2022 Budget to the City of NSB by close-of-business Wednesday, June 30th
  - As part of recent City Charter revision, the UC is required to submit the subsequent year's budget "on or before July 1st" of each year
    - Previous submission date was June 1st
- The City of NSB will have two (2) readings of the Ordinance approving the UC Budget and it will be approved after the 2nd reading. The two readings conducted by the City are expected to occur in August and September 2021.

Appendix

May 2021 YTD Operational Statistics

# of Days	31	30	31	31	28	31	30	31		
Combined - FY 2021	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	**May '21 YTD**	Var. to May-20
Electric	*3,697*	*3,111*	*2,820*	*3,151*	*2,854*	*2,814*	*3,317*	3,754	***25,519***	**2,109**
Water	*665*	*688*	*719*	*640*	*634*	*636*	*787*	701	***5,469***	87
Reclaimed	*854*	*887*	*886*	*843*	*849*	*886*	*995*	917	***7,118***	359
Operating Revenues	**5,216**	**4,686**	**4,425**	**4,634**	**4,337**	**4,337**	**5,099**	**5,371**	**38,106**	**2,554**
Operating Expenses	4,806	4,615	5,197	4,890	5,241	4,873	5,536	5,148	***40,306***	(2,275)
Income before contributions	**385**	**(176)**	**(869)**	**(56)**	**(1,067)**	**(486)**	**(544)**	**154**	***(2,658)***	**(337)**
Capital Contributions	139	186	296	149	159	65	1,855	87	***2,937***	(157)
Change in Net Assets	524	10	(573)	94	(908)	(421)	1,311	242	***279***	(495)
Utility plant, net	199,255	199,073	200,633	201,173	201,127	202,161	205,116	206,045	**206,045**	10,997
Total assets	302,579	301,737	301,477	301,895	300,671	300,844	299,991	300,986	**300,986**	64,079
Long-term debt, net	78,152	67,980	78,167	77,702	77,547	77,392	77,316	77,240	**77,240**	(63,680)
Net assets	207,502	207,196	206,760	206,967	206,160	205,638	206,950	207,191	**207,191**	4,388
Purchased Power (MWh)	$ 38.63	$ 38.78	$ 42.34	$ 45.21	$ 47.55	$ 43.75	$ 45.21	$ 42.99	**$ 42.87**	$ 1.42
Cooling Degree Days (DCD) TOTAL	421	244	26	37	80	123	165	336	**1,430**	(122.5)
Cooling Deg. Days (DCD) Avg. FY '21	13.6	8.1	0.8	1.2	2.9	4.0	5.5	10.8	**5.9**	(0.5)
Heating Degrees Day (DHD) TOTAL	-	3.5	208	208	93	46	21	2	**579.5**	147.5
Heating Deg. Days (DHD) Avg. FY '21	-	0.1	6.7	6.7	3.3	1.5	0.7	0.1	**2.4**	0.6
TOTAL Electr Sales (kWh)	41,456,219	37,439,572	35,128,731	34,139,384	30,098,057	29,067,169	30,657,738	33,433,289	**271,420,159**	9,696,598
Electrical Commercial Sales (kWh)	12,919,638	11,761,145	11,304,602	9,917,523	9,076,837	9,701,572	9,991,192	10,726,929	**85,399,438**	1,077,319
Water Sales (kilogallons)	132,608	130,657	145,130	142,802	127,045	135,023	151,765	146,496	**1,111,526**	(1,733)
Wastewater Sales (kilogallons)	78,310	79,708	89,778	87,636	78,188	86,051	92,789	85,977	**678,437**	34,809
Reclaimed Sales (kilogallons)	47,888	54,131	56,774	60,672	51,320	62,461	70,336	72,559	**476,141**	(1,044)
Capital Spend - FY 2021										
Annual & Major Projects	757	661	2,138	1,265	798	1,800	1,691	1,686	**10,812**	(4,133)
Prior Year Projects	368	20	16	44	70	-	56	-	**574**	(57)
TOTAL	1,125	681	2,153	1,309	868	1,800	1,747	1,686	**11,386**	(4,190)
Difference Incr / (Decr)										
Purchased Power (MWh)	$ (2.18)	$ (1.31)	$ 0.23	$ 0.43	$ 0.36	$ 5.19	$ 5.61	$ 3.43	**$ 1.42**	3.4%
TOTAL Electr Sales (kWh)	1,593,753	2,152,085	3,618,904	2,336,434	614,901	(1,096,754)	(1,644,904)	2,122,179	9,696,598	3.7%
Electrical Commercial Sales (kWh)	659,509	(87,602)	314,497	(833,601)	(491,677)	(458,292)	377,856	1,596,628	1,077,319	1.3%
Water Sales (kilogallons)	(2,699)	1,752	5,183	3,467	(4,377)	(5,900)	(4,117)	4,958	(1,733)	-0.2%
Wastewater Sales (kilogallons)	6,123	8,388	9,183	3,024	(2,249)	(479)	3,040	7,779	34,809	5.4%
Reclaimed Sales (kilogallons)	(14,981)	(1,920)	(3,304)	11,285	3,982	(1,800)	989	4,705	(1,044)	-0.2%

Purchased power per MWh is 3.4% lower than prior year (PY)

May 2021		
LOB	**# of Cust**	**Yr-over-Yr Growth**
Elec	30,021	1.7%
Water	28,668	1.9%
Wwater	23,581	3.2%
Reclaimed	3,409	11.2%

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FL

FINANCIAL STATEMENT

MAY 2021

UTILITIES COMMISSION
City of New Smyrna Beach, Florida
NOTES TO THE FINANCIAL STATEMENTS

May 2021

Summary of Significant Accounting Policies
The accounting policies of the Utilities Commission conform to the generally accepted accounting principles as promulgated by the American Institute of Certified Public Accountants, the Financial Accounting Standards Board, the Federal Energy Regulatory Commission and the Governmental Accounting Standards Board. The following is a summary of the significant policies:

Reporting Entity
The Utilities Commission, City of New Smyrna Beach, Florida was created in 1967 through the passage of Chapter 67-1754, Laws of Florida, Special Acts of 1967 (House Bill 1669) which amended the Charter of the City of New Smyrna Beach. The special act was approved by a referendum vote of the people. Pursuant to Chapter 67-1754, the Commission has full and exclusive authority to the extent permitted by law over the management, operation and control of the City's electric, water, and reclaimed water systems. On May 28, 1975, the Utilities Commission, City of New Smyrna Beach, Florida, passed Resolution Number 16-75, which established the electric, water, and reclaimed water systems as a single utility fund. This utility fund is accounted for as an enterprise fund

Basis of Accounting
Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. The Utilities Commission, City of New Smyrna Beach, utilizes the accrual basis of accounting. By utilizing this method, revenues are recognized as they are earned, and expenses are recognized as they are incurred. Unbilled electric, water and reclaimed water utility service receivables are recorded so as to provide a better matching of service with the costs of providing the service.

Charter and Resolution 28-78
The Utilities Commission was duly created and validly exists under and by virtue of Chapters 67-1754 and 85-503, Laws of Florida. UC Resolution No. 28-78, the "Governing Resolution" contains and states the Utilities Commission's bond covenants, terms and provisions, i.e., use of funds, rates and collection enforcement, maintenance of system, no free service, etc.

Utility Plant
The cost of additions, replacements, and renewals of units of property is added to utility plant. The cost (estimated, if not known) of units of property retired, less net salvage, is charged to accumulated depreciation and credited to the appropriate asset account. Maintenance and repairs of property and replacements and renewals of items determined to be less than units of property are charged to maintenance expenses. Depreciation is provided for by utilization of the straight-line method calculated on a service-life basis to amortize the cost of the asset over the economic estimated useful lives.

Accounts Receivable
As of May 31, 2021, the allowance for doubtful accounts was $54,258. This is an estimate of uncollectable customer accounts receivable based on historical trends.

Other Receivable
As of May 31, 2021, Other Receivable – Disaster Assistance (Net) was $135,540. This is an estimate of FEMA and State receivable primarily due to Hurricane Irma.

Unbilled Accounts Receivable
As of May 31, 2021, Unbilled Accounts Receivable was $3,106,040. The ($7,576,881) over recovery of fuel costs is separately stated.

Inventory of Material and Supplies
The inventory is priced at cost by the use of the "First-in, first-out" method of accounting.

Electric line transformers, electric meters, water meters, and replacement units for the diesel generating plants are classified as utility plant in accordance with accepted industry practices set forth by the National Association of Regulatory Utility Commissions.

Contribution-In-Aid-of-Construction (CIAC) includes a dollar valuation of non-cash contributed capital assets. These assets are accounted for in Forecast Report under R&R Contribution and on the Statement of Revenue Expenses and Changes in Net Assets under Capital Contributions.

Long-Term Debt
Long-term debt outstanding at May 31, 2021 is as follows:

	2021	2020
Utilities System Refunding Revenue Certificates, Series 2013A – 2.26% due serially to 2027, debt service requirements allocated as follows: Reclaimed 100.00%	$ 0.00	$7,830,000
Utilities System Refunding Revenue Certificates, Series 2013B – 2.32% due serially to 2027, debt service requirements allocated as follows: Water 100.00%	$ 0.00	$5,730,000
Series 2020 Bond Refunding ($11,760,000.00) all of its outstanding Utilities System Revenue Certificate, Series 2009, 2013A and 2013B collectively the "Refunded Certificate". Due serially to 2027. Debt services requirements allocated as follows: Water 42.32% and Reclaimed 57.68%.	$10,285,000	$ 0.00
Series 2020 Bond ($57,695,000.00) Due serially to 2049. Debt services requirements allocated as follows: Electric 49.80%, Water 23.80% and Reclaimed 26.40%.	$57,695,000	$ 0.00
TOTAL OUTSTANDING LONG-TERM DEBT	$67,980,000	$13,560,000

Current Maturities:	2021	2020
Series 2020 Refunding Certificates	$ 1,475,000	$ 0.00
Series 2009 Certificates	$ 0.00	$1,900,000
Series 2013A Certificates	$ 0.00	$1,010,000
Series 2013B Certificate	$ 0.00	$755,000
CURRENT MATURITIES	$1,475,000	$3,665,000
LONG-TERM PORTION OF DEBT	$67,980,000	$13,560,000
TOTAL DEBT (NET OF UNAMORTIZED DISCOUNT)	$69,455,000	$ 17,225,000

Summary of the Debt Service Requirements Allocated by Issues:

Series	Electric	Water	Reclaimed
2009	50.66%	15.69%	33.65%
2013A			100%
2013B		100%	
2020 Refunding		42.32%	57.68%
2020	49.80%	23.80%	26.40%

Series 2020 Bonds

The Series 2020 Bonds were issued on Thursday, June 4th with an All-In Total Interest Cost (All-in TIC) of 2.76%. Series 2020 Bond proceeds refunded all outstanding debt, provided funds for bond issuance costs and provided $65 million for capital improvement projects. The Balance Sheet and Income Statement reflect the updated debt and interest expense totals. As part of the Series 2020 Bond issuance, there were interest savings of approximately $1 million on the outstanding UC debt.

COMMITMENTS

Construction Work-In-Progress: As of May 31, 2021, approximately $20.3 million of construction work-in-progress consisted primarily of the engineering, planning and construction cost. As a result of these ongoing construction activities, the Utilities Commission has unrecognized commitments.

RATE COMPARISON

According to the April 2021 survey published by the Florida Municipal Electric Association, the Utilities Commission's electric rates are currently the second lowest in the state for residential consumers of municipal and investor owned utilities. With the Fuel and Purchase Power rate set at $15.75, a U.C. customer who uses 1,200 kWh per month has a monthly bill of $116.29.

A U.C. non demand commercial customer fairs similarly well. The average monthly bill for commercial customer who uses 1,500 kWh per month is $141.43 and is the lowest in the State for municipal utilities.

The Utilities Commission's water resources rates also remain very competitive. Based upon a 2019 rate survey by the St. John's River Water Management District, the U.C.'s water and reclaimed rates for a 4,000 gallon per month residential user, of $15.99 and $34.89, respectively, are the lowest in water and third lowest in water/reclaimed combined rates as compared to other east Volusia coastal cities*. (*comparable water source and treatment levels)

For commercial water and reclaimed rates for a typical 8,000 gallon per month user, of $24.48 and $60.53, respectively, the U.C.'s commercial rates are the third lowest for water/reclaimed combined when compared to the east Volusia coastal cities.

INFRASTRUCTURE REFUND

Effective December 15, 2020, the Infrastructure fee program was suspended. A reconciliation process compared the Policy funds collected by line of business [electric, water, wastewater and reclamation] and zone versus the Policy project spend by line of business and zone, from program inception to present [2006 to 2020]. By line of business and zone, Commission staff calculated the proportionate balance due which will be refunded to each entity and their respective project(s), subject to sufficient legal demonstration of entitlement. A total of 111 Notices of Potential Refund Eligibility were sent out April 22, 2021. As of May 31, 2021, twenty-seven submissions were approved. The updated Capital Connection Fees will go into effect Tuesday, June 1, 2021.

DEFINITIONS

Operating Expenses

Fuel & Purchased Power Expense – This line item encompasses the costs of electricity purchased by the Utilities Commission for resale to its customers.

Other Production Expense – This category includes the cost of labor, materials and associated expenses to produce an end utility deliverable for customer utilization.

- For the Electric system, expenses are associated primarily with in-house generation and System Operations salaries.
- For the Water system, expenses are to produce potable water for customers, including maintenance of water treatment equipment.

Transmission, Distrb. & Collection – This category contains the cost of labor, materials and associated expenses to transfer an end utility deliverable between an originating processing point, to/from end consumers.

- For the Electric system, this incorporates maintenance of: poles, overhead/underground lines, and substations & relays.
- For the Water system, this involves maintenance of mains, hydrants and meters.
- For the Reclamation system, this takes into account all reclaimed treatment expenses, as well as, maintenance of sewer lines and treatment equipment.

Customer Accounting – This line item consists of the cost of labor, materials and associated expenses to read a customer's meter, generate and collect a monthly bill, and provide customer service.
Administrative and General - This category comprises the cost of labor, materials and expenses associated with general administration of the Utility Commission's operations, including: General Manager, Information Technology, Human Relations, Engineering, Accounting and Materials Management.

Required Payments to City of NSB – This line item contains the 6% of revenues levy (pursuant to UC Charter) paid directly to the City.

Depreciation and Amortization – This line item shows the expense of depreciation of Utility property over their estimated useful lives.

THIS PAGE IS INTENTIONALLY LEFT BLACK

Financial Highlights

Combined Financial Highlights		YTD May, 2021		YTD May, 2020	Increase (Decrease)
Operating Revenues	$	38,105,565	$	35,551,469	7.18%
Operating Expenses		40,306,213		38,031,092	5.98%
Interest & other income		1,118,538		716,897	56.02%
Interest Expense & other non-operating exp.		1,575,614		557,548	182.60%
Income before contributions		(2,657,724)		(2,320,274)	14.54%
Capital Contributions		2,936,612		3,093,968	-5.09%
Utility plant, net		206,045,045		195,048,269	5.64%
Total assets		300,986,320		236,907,483	27.05%
Long-term debt, net		77,240,021		13,560,000	469.62%
Net assets		207,191,275		202,802,862	2.16%
Debt Service Coverage Ratio*		2.90		3.05	-4.95%
*(Note - Ratio formula is fiscal YTD net revenues divided by fiscal YTD debt service requirements)					
Electric Financial Highlights					
Operating Revenues	$	25,518,988	$	23,410,287	9.01%
Fuel & Purchased Power Expense		12,346,419		11,064,209	11.59%
Operating & Maintenance Expense		14,848,693		14,509,383	2.34%
Change in Net Assets		(932,417)		(1,379,178)	-32.39%
Water Financial Highlights					
Operating Revenues	$	5,469,022	$	5,382,352	1.61%
Operating & Maintenance Expense		6,454,113		6,085,256	6.06%
Change in Net Assets		(336,133)		462,279	-172.71%
Reclamation Financial Highlights					
Operating Revenues	$	7,117,554	$	6,758,829	5.31%
Operating & Maintenance Expense		6,656,986		6,372,243	4.47%
Change in Net Assets		1,547,437		1,690,594	-8.47%

Notes:
The May 2021 FYTD Electric System Change in Net Assets resulted in $0.9M loss which was approximately $0.4M less than the prior year's loss driven by increased revenues and higher capital contributions partially offset by higher operating expenses and increased interest expense. Total kWh FYTD sales are 3.7% higher than the prior year.

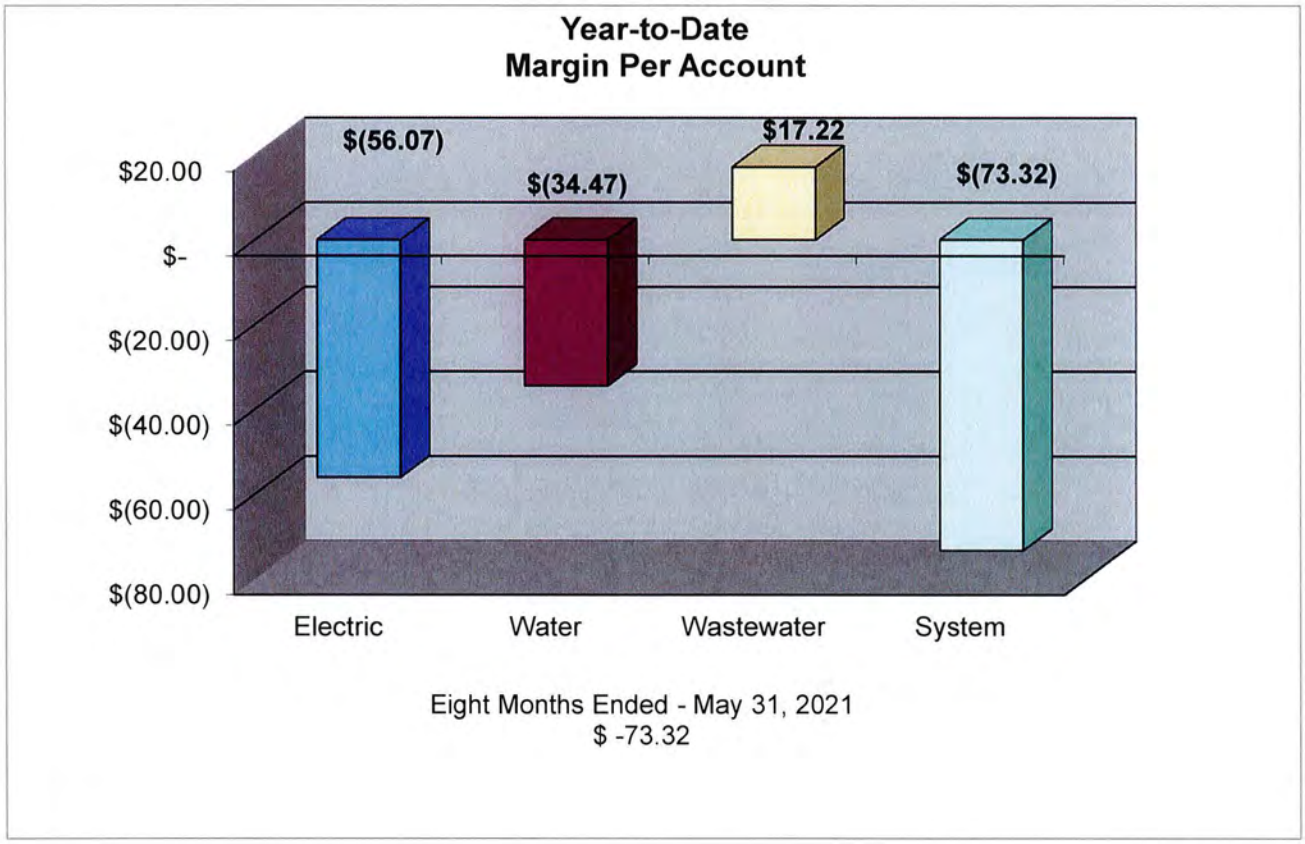
The May 2021 FYTD Water System Change in Net Assets resulted in a loss of $0.3M which was approximately $0.8M lower than prior year driven by increased operating expenses, increased interest expense and lower capital contributions. Kilogallon sales are flat vs. the prior year.

The May 2021 FYTD Wastewater/Reclaim System Change in Net Assets of $1.5M was approximately $0.1M lower than the prior year driven by increased operating expenses and increased interest expense partially offset by increased operating revenues. YTD wastewater/reuse kilogallon sales are approximately 3% higher than the prior year.

Statistical Highlights

Electric Statistical Highlights		**May, 2021**		**May, 2020**		Increase (Decrease)
Total Sales (kWh)		33,433,289		31,311,110		6.78%
Demand Sales (kWh)		10,726,929		9,130,301		17.49%
Total Active Accounts		30,021		29,516		1.71%
Average Residential Use (kWh)		848		845		0.36%
Average Residential Revenue per kWh	$	0.0982	$	0.0825	$	0.0158
Water Statistical Highlights						
Total Sales (kilogallons)		146,496		141,538		3.50%
Total Active Accounts		28,668		28,143		1.87%
Average Usage per Account (gallons)		5,110		5,029		1.61%
Average Revenue per gallon	$	0.0046	$	0.0047	$	(0.0001)
Wastewater Statistical Highlights						
Total Sales		85,977		82,219		4.57%
Total Active Accounts		23,581		22,114		6.63%
Average Usage per Account (gallons)		3,646		3,718		-1.93%
Average Revenue per gallon	$	0.0095	$	0.0094	$	0.0001
Reuse Statistical Highlights						
Total Sales (kilo gallons)		72,559		67,854		6.93%
Total Active Accounts		3,409		3,065		11.22%
Average Usage per Account (gallons)		21,285		22,138		-3.86%
Average Revenue per gallon	$	0.0013	$	0.0013	$	0.0000

Current Ratio	1.56


Year-to-Date
Margin Per Account
$20.00
$-
$(20.00)
$(40.00)
$(60.00)
$(80.00)
$(56.07)
$(34.47)
$17.22
$(73.32)
Electric
Water
Wastewater
System
Eight Months Ended - May 31, 2021
$ -73.32

UTILITIES COMMISSION
City of New Smyrna Beach, Florida
May-21
STATISTICAL COMPARISON-SALES

ELECTRIC	KWH SALES May-21	May-20	%(Change +/-)	NO. ACCTS BILLED May-21	May-20	%(Change +/-)	REVENUE (1) May-21	May-20	%(Change +/-)
Residential	22,440,483	21,910,426	2.42%	26,477	25,944	2.05%	2,204,490.78	1,807,034.63	21.99%
General Services	10,726,929	9,130,301	17.49%	2,439	2,471	-1.30%	1,047,077.21	763,473.12	37.15%
Street Lights	265,877	270,383	-1.67%	1,105	1,101	0.36%	54,577.01	51,019.90	6.97%
	33,433,289	31,311,110	6.78%	30,021	29,516	1.71%	3,306,145.00	2,621,527.65	26.12%

WATER	M. GAL SALES May-21	May-20	%(Change +/-)	NO. ACCTS BILLED May-21	May-20	%(Change +/-)	REVENUE May-21	May-20	%(Change +/-)
Metered Sales	146,496	141,538	3.50%	28,668	28,143	1.87%	677,713.53	671,698.88	0.90%
Hydrants			0.00%	0	0	0.00%	0.00	0.00	0.00%
	146,496	141,538	3.50%	28,668	28,143	1.87%	677,713.53	671,698.88	0.90%

WASTEWATER	NO. ACCTS BILLED May-21	May-20	%(Change +/-)	REVENUE May-21	May-20	%(Change +/-)
Domestic & Commer.	23,581	22,851	3.19%	812,958.57	763,990.33	6.41%
	23,581	22,851	3.19%	812,958.57	763,990.33	6.41%

WATER REUSE	NO. ACCTS BILLED May-21	May-20	%(Change +/-)	REVENUE May-21	May-20	%(Change +/-)
Domestic & Commer.	3,409	3,065	11.22%	93,738.04	85,656.85	9.43%
	3,409	3,065	11.22%	$93,738.04	$85,656.85	9.43%

Fuel and Purchased Power Adjustment	May-21	$15.75 per 1,000 kWh
Fuel and Purchased Power Adjustment	May-20	$0.00 per 1,000 kWh
(1) Net of Load Management Credits	May-21	(14,955.87)
(1) Net of Load Management Credits	May-20	(14,618.34)

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
STATEMENT OF NET ASSETS (UNAUDITED)
For the Eight Months Ending May 31, 2021

	21	20
ASSETS		
UTILITY PLANT IN SERVICE:		
Electric Plant	113,016,094	109,817,394
Water Plant	79,330,959	75,466,679
Wastewater/Reclamation Plant	85,431,030	79,095,502
Water Reuse Plant	16,162,494	15,871,757
General Plant	45,008,974	43,346,291
	338,949,551	323,597,623
Less Accumulated Depreciation and Amortization	(153,167,822)	(145,814,835)
	185,781,729	177,782,788
Construction Work in Progress	20,263,316	17,265,481
TOTAL UTILITY PLANT (NET)	206,045,045	195,048,269
RESTRICTED ASSETS:		
Debt Service Funds	1,438,771	2,520,523
Renewal & Replacement Fund-Unrestricted	10,068,523	10,446,367
Renewal & Replacement Fund-Restricted	15,254,885	14,587,939
Renewal & Replacement Fund- 2020 Bond Funds	55,000,000	0
Developer Infrastructure Fund	1,188,357	3,183,478
1981 Sewer Assessment Fund	49,720	49,676
Customer Deposit Fund	3,240,099	3,189,926
TOTAL RESTRICTED ASSETS	86,240,355	33,977,909
CURRENT ASSETS:		
Cash	5,304,109	4,287,322
Accounts Receivable (Net)	3,040,401	2,671,539
Other Receivable - Disaster Assistance (Net)	135,540	304,929
Unbilled Accounts Receivable	3,106,040	2,547,093
(Over) Under Recovery Fuel Cost	(7,576,881)	(6,484,530)
Inventories	2,489,417	2,500,999
Prepaid Expenses and Other Assets	433,026	333,443
TOTAL CURRENT ASSETS	6,931,652	6,160,795
DEFERRED CHARGES AND OTHER NON CURRENT ASSETS:		
Deferred Outflows on Pensions	960,560	874,526
Unamortized Debt Expense	84,757	0
Other Receivables	723,951	845,984
TOTAL DEF. CHARGES AND OTHER ASSETS	1,769,268	1,720,510
TOTAL ASSETS	**$300,986,320**	**$236,907,483**

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
STATEMENT OF NET ASSETS (UNAUDITED)
For the Eight Months Ending May 31, 2021

	21	20
LIABILITIES AND NET ASSETS		
NET ASSETS:		
Invested in Utility Plant, Net of Related Debt	169,836,522	111,027,007
Restricted for Debt Service	5,520,000	12,539,107
Restricted for Renewal & Replacement	13,106,532	6,586,206
Unrestricted	18,449,334	71,876,848
YTD Profit/(Loss)	278,887	773,694
TOTAL NET ASSETS	207,191,275	202,802,862
LONG TERM DEBT:		
Revenue Certificates Payable	67,980,000	13,560,000
Plus: Unamortized Premium on Long Term Debt	9,260,021	0
TOTAL LONG TERM DEBT	77,240,021	13,560,000
RESTRICTED FUND LIABILITIES:		
Revenue Certificates Payable (Current Portion)	1,475,000	3,665,000
Interest on Long Term Debt Payable	455,438	81,050
Accounts Payable	118,368	45,423
Retainage Payable	75,000	250,000
Customers Deposits	3,240,099	3,189,926
Developer Infrastructure	1,813,917	4,637,730
Deferred Inflows on Pensions	431,630	398,360
TOTAL RESTRICTED FUND LIABILITIES	7,609,452	12,267,489
CURRENT LIABILITIES:		
Accounts Payable	2,490,150	2,594,502
Accrued Liabilities	711,592	614,155
Due to Other Governments	1,248,194	1,069,659
TOTAL CURRENT LIABILITIES	4,449,936	4,278,316
OTHER NONCURRENT LIABILITIES:		
Deferred Compensated Absences	600,011	532,984
OPEB Obligation	1,161,154	843,421
Net Pension Liability	2,734,471	2,622,411
TOTAL OTHER NONCURRENT LIABILITIES	4,495,636	3,998,816
TOTAL LIABILITIES	93,795,045	34,104,621
TOTAL LIABILITIES AND NET ASSETS	**$300,986,320**	**$236,907,483**

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH,FLORIDA
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET ASSETS (UNAUDITED)
Combined System
For the Eight Months Ending May 31, 2021

	May 21	FISCAL YEAR TO DATE	May 20	FISCAL YEAR TO DATE
OPERATING REVENUE:				
Sales	$5,315,196	$37,641,497	$4,165,672	$35,173,101
Other Revenues	56,275	464,068	31,324	378,368
TOTAL OPERATING REVENUES	5,371,471	38,105,565	4,196,996	35,551,469
OPERATING EXPENSES:				
Fuel & Purchased Power Expense	1,892,324	12,346,419	1,521,660	11,064,209
Other Production Expense	528,711	4,954,813	650,538	5,163,885
Transmission, Distrib. & Coll.	606,754	5,822,290	652,396	5,466,031
Customer Accounting	105,458	937,607	129,585	705,367
Administrative and General	961,618	7,731,153	873,120	7,559,338
Required Payments to City of NSB	296,981	2,394,503	251,395	2,369,226
Depreciation and Amortization	756,608	6,119,428	758,730	5,703,036
TOTAL OPERATING EXPENSES	5,148,454	40,306,213	4,837,424	38,031,092
OPERATING INCOME(LOSS)	223,017	(2,200,648)	(640,428)	(2,479,623)
NON-OPERATING REVENUES:				
Interest Earnings	1,653	77,085	10,496	241,945
Other Income	82,261	1,041,453	46,030	474,952
TOTAL NON-OPERATING INCOME	83,914	1,118,538	56,526	716,897
NON-OPERATING EXPENSES:				
Interest Expense	151,682	1,212,385	42,455	312,620
Other Expenses	1,120	363,229	12,433	244,928
TOTAL NON-OPERATING EXPENSES	152,802	1,575,614	54,888	557,548
INCOME BEFORE CONTRIBUTIONS	154,129	(2,657,724)	(638,790)	(2,320,274)
CAPITAL CONTRIBUTIONS	87,454	2,936,612	187,458	3,093,968
CHANGE IN NET ASSETS	**$241,583**	**$278,888**	**($451,332)**	**$773,694**

Note: Contribution in Aid of Construction (CIAC) includes cash contribution and an dollar valuation of non-cash contributed capital assets.

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH,FLORIDA
STATEMENT OF REVENUE, EXPENSES, AND
CHANGES IN NET ASSETS (UNAUDITED)
Electric System
For the Eight Months Ending May 31, 2021

	May 21	FISCAL YEAR TO DATE	May 20	FISCAL YEAR TO DATE
OPERATING REVENUES:				
Sales	$3,720,699	$25,235,165	$2,671,062	$23,179,895
Other Revenues	33,113	283,823	15,822	230,392
TOTAL OPERATING REVENUES	3,753,812	25,518,988	2,686,884	23,410,287
OPERATING EXPENSES:				
Fuel & Purchased Power Expense	1,892,324	12,346,419	1,521,660	11,064,209
Other Production Expense	323,460	3,250,010	461,790	3,555,577
Transmission, Distrib. & Collection	252,523	2,977,537	323,311	2,737,756
Customer Accounting	58,518	530,964	71,267	283,787
Administrative and General	504,834	4,055,658	453,876	4,016,288
Required Payments to City of NSB	200,861	1,634,323	159,300	1,634,793
Depreciation and Amortization	292,017	2,400,201	289,626	2,281,182
TOTAL OPERATING EXPENSES	3,524,537	27,195,112	3,280,830	25,573,592
OPERATING INCOME(LOSS)	229,275	(1,676,124)	(593,946)	(2,163,305)
NON-OPERATING REVENUES:				
Interest Earnings	846	8,464	2,797	126,934
Other Income	58,686	720,472	44,018	368,963
TOTAL NON-OPERATING INCOME	59,532	728,936	46,815	495,897
NON-OPERATING EXPENSES:				
Interest Expense	72,439	586,509	4,244	31,251
Other Expenses	126	32,661	2,409	96,742
TOTAL NON-OPERATING EXPENSES	72,565	619,170	6,653	127,993
INCOME BEFORE CONTRIBUTIONS	216,242	(1,566,358)	(553,784)	(1,795,401)
CAPITAL CONTRIBUTIONS	6,601	633,941	103,127	416,223
CHANGE IN NET ASSETS	**$222,843**	($932,417)	($450,657)	($1,379,178)

Note: Contribution in Aid of Construction (CIAC) includes cash contribution and an dollar valuation of non-cash contributed capital assets.

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET ASSETS (UNAUDITED)
Water System
For the Eight Months Ending May 31, 2021

	May 21	FISCAL YEAR TO DATE	May 20	FISCAL YEAR TO DATE
OPERATING REVENUES:				
Sales	$678,189	$5,294,797	$666,892	$5,239,717
Other Revenues	22,487	174,225	15,111	142,635
TOTAL OPERATING REVENUES	700,676	5,469,022	682,003	5,382,352
OPERATING EXPENSES:				
Other Production Expense	205,251	1,704,803	188,748	1,608,307
Transmission, Distrib. & Collection	74,184	683,761	70,226	595,207
Customer Accounting	26,075	225,931	32,165	234,087
Administrative and General	219,817	1,764,039	202,407	1,712,208
Required Payments to City of NSB	41,802	333,557	41,122	325,470
Depreciation and Amortization	213,628	1,742,022	233,433	1,609,977
TOTAL OPERATING EXPENSES	780,757	6,454,113	768,101	6,085,256
OPERATING INCOME(LOSS)	(80,081)	(985,091)	(86,098)	(702,904)
NON-OPERATING REVENUES:				
Interest Earnings	415	4,181	1,549	69,027
Other Income	4,664	213,016	1,001	49,259
TOTAL NON-OPERATING INCOME	5,079	217,197	2,550	118,286
NON-OPERATING EXPENSES:				
Interest Expense	38,272	300,647	15,106	111,234
Other Expenses	570	179,611	995	98,628
TOTAL NON-OPERATING EXPENSES	38,842	480,258	16,101	209,862
INCOME BEFORE CONTRIBUTIONS	(113,844)	(1,248,152)	(99,649)	(794,480)
CAPITAL CONTRIBUTIONS	31,024	912,019	38,390	1,256,759
CHANGE IN NET ASSETS	**($82,820)**	**($336,133)**	**($61,259)**	**$462,279**

Note: Contribution in Aid of Construction (CIAC) includes cash contribution and an dollar valuation of non-cash contributed capital assets.

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET ASSETS (UNAUDITED)
Reclaim Water System
For the Eight Months Ending May 31, 2021

	May 21	FISCAL YEAR TO DATE	May 20	FISCAL YEAR TO DATE
OPERATING REVENUES:				
Sales	$916,308	$7,111,535	$827,717	$6,753,488
Other Revenues	674	6,019	391	5,341
TOTAL OPERATING REVENUES	916,982	7,117,554	828,108	6,758,829
OPERATING EXPENSES:				
Transmission, Distrib. & Collection	280,047	2,160,992	258,859	2,133,067
Customer Accounting	20,865	180,711	26,153	187,493
Administrative and General	236,967	1,911,455	216,837	1,830,841
Required Payments to City of NSB	54,317	426,624	50,973	408,964
Depreciation and Amortization	250,964	1,977,204	235,671	1,811,878
TOTAL OPERATING EXPENSES	843,160	6,656,986	788,493	6,372,243
OPERATING INCOME(LOSS)	73,822	460,568	39,615	386,586
NON-OPERATING REVENUES:				
Interest Earnings	393	64,440	6,150	45,985
Other Income	18,911	107,965	1,011	56,730
TOTAL NON-OPERATING INCOME	19,304	172,405	7,161	102,715
NON-OPERATING EXPENSES:				
Interest Expense	40,970	325,230	23,105	170,135
Other Expenses	424	150,958	9,029	49,558
TOTAL NON-OPERATING EXPENSES	41,394	476,188	32,134	219,693
INCOME BEFORE CONTRIBUTIONS	51,732	156,785	14,642	269,608
CAPITAL CONTRIBUTIONS	49,829	1,390,652	45,940	1,420,986
CHANGE IN NET ASSETS	**$101,561**	**$1,547,437**	**$60,582**	**$1,690,594**

Note: Contribution in Aid of Construction (CIAC) includes cash contribution and an dollar valuation of non-cash contributed capital assets.

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
STATUS REPORT OF SPECIAL FUNDS
May-21

Line No			Fund 60 Unrestricted R&R	Fund 61 Restricted R&R	Fund 62 Infrastructure
1	**Balance Per Balance Sheet**	**5/1/2021**	**$11,465,893.74**	**$14,876,041.18**	**$1,188,356.98**
	Transfers In:				
2	Monthly Transfer From Operations		276,676.83	0.00	0.00
3	Connection Fees		0.00	72,843.00	0.00
4	Extensions		0.00	2,136.62	0.00
5	Water Meter Set Fees		(615.00)	0.00	0.00
6	Fire Detector/Hydrant/General		6,488.33	0.00	0.00
7	General Electric/URD Conversions		6,584.63	0.00	0.00
8	Renewable Energy Contributions		16.00	0.00	0.00
9	Journal Entries		0.00	0.00	0.00
10	Interest (Investment)		0.00	0.00	0.00
11	Transfer Between Funds		0.00	0.00	0.00
12	Adjust Differences		0.00	0.00	0.00
	Transfers Out:				
13	Inventory Issued		(389,375.96)	0.00	0.00
14	Capitalized Labor		(49,385.91)	(142.03)	0.00
15	Capitalized Fringes		(20,742.03)	(338.16)	0.00
16	Checks Issued		(1,227,018.27)	304,344.00	0.00
17	Account Payable		0.00	0.00	0.00
18	Journal Entries (Investment Premium)		0.00	0.00	0.00
19	**Balance Per Balance Sheet**	**5/31/2021**	**$10,068,522.36**	**$15,254,884.61**	**$1,188,356.98**
20	Committed Funds		($5,739,242.66)	($157,171.28)	($1,128,511.59)
21	Accruals/Encumbrances		(297,198.76)	0.00	(76,993.41)
					0.00
22	**Total Committed Or Encumbered**		**($6,036,441.42)**	**($157,171.28)**	**($1,205,505.00)**
23	**Unallocated Balance**	**5/31/2021**	**$16,104,963.78**	**$15,412,055.89**	**$2,393,861.98**

Utilities Commission,
City of New Smyrna Beach, Florida
Capital Improvements Project Activity
5/31/2021
($ Thousands)

Year Fund Division Project Name	YE BDG	YE FCST	VARI	MO. BDG	MO. ACTL	VARI	YTD BDG	YTD ACTL	VARI	TOTAL FUNDS SPENT	YTD ACTL as % of YE FCST
Prior Years Administrative/IT/Central Services	-	-	-	-	-	-	-	336	(336)	573	
Prior Years Water	-	-	-	-	-	-	-	42	(42)	118	
Prior Years Wastewater	-	-	-	-	-	-	-	17	(17)	37	
Total - Prior Years	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**395**	**(395)**	**728**	
Transfer to Plant in Service										379	
Administrative/IT/Central Services											
Annual Projects	2,295	2,295	-	313	25	287	2,225	1,106	1,118	1,106	48.2%
Major Project	1,094	1,238	(145)	56	27	29	1,129	379	750	1,347	30.6%
Subtotal	*3,389*	*3,533*	*(145)*	*369*	*52*	*317*	*3,353*	*1,485*	*1,868*	*2,453*	*42.0%*
Electric											
Annual Projects	3,856	4,651	(795)	183	567	(385)	3,044	2,165	880	2,165	46.5%
Major Projects	7,086	7,466	(380)	624	708	(84)	2,994	3,579	(585)	10,896	47.9%
Subtotal	*10,942*	*12,117*	*(1,175)*	*807*	*1,275*	*(468)*	*6,038*	*5,744*	*295*	*13,060*	*47.4%*
Water											
Annual Projects	843	818	25	55	52	3	623	595	29	595	72.7%
Major Projects	3,754	3,015	739	125	118	7	2,625	1,191	1,434	2,027	39.5%
Subtotal	*4,596*	*3,833*	*764*	*180*	*170*	*10*	*3,248*	*1,786*	*1,463*	*2,622*	*46.6%*
Wastewater											
Annual Projects	555	1,565	(1,010)	118	162	(44)	1,245	462	784	462	29.5%
Major Projects	3,046	2,205	841	156	27	129	1,403	1,336	67	4,207	60.6%
Subtotal	*3,600*	*3,769*	*(169)*	*274*	*188*	*85*	*2,649*	*1,798*	*851*	*4,669*	*47.7%*
FY 2021 CIP Budget	22,528	23,252	(725)	1,629	1,686	(56)	15,289	10,812	4,476	22,804	46.5%
Transferred to Plant in Service										3,330	

Utilities Commission
Statement of Cash Flows
For the 7 Months Ended
May 31, 2021

	Month		Fiscal Year to Date	
Cash Flow from Operating Activities (Direct Method)				
Cash Collected from Revenues		$4,831,674		$47,153,493
Cash Payments for Expenses		($3,814,403)		($42,680,461)
Interest & Other Non-Operating Expenses		($152,802)		($1,575,614)
Non-Operating Income		$83,914		$1,118,538
Capital Contributions		$87,454		$2,936,612
		$1,035,837		$6,952,568
Cash Flow from Investing Activities				
Acquisition of Plant, Property & Equipment	($1,685,564)		($11,149,172)	
Property Disposals	$0		($825,241)	
Restricted Fund Liabilities	$233,436		($2,421,990)	
Other NonCurrent Liabilities	$18,853	($1,433,275)	$135,582	($14,260,821)
Cash Flow from Financing Activities				
Payment of Revenue Certificates	($76,037)		($1,664,365)	
Issuance of Revenue Certificates	$0		$0	
Payment of Revolving Loans	$0		$0	
Deferred Assets	$1,115	($74,922)	$130,955	($1,533,410)
Net Increase (Decrease) in Cash		**($472,360)**		**($8,841,663)**
Cash Balance Beginning of Period		**$91,967,102**		**$100,336,407**
Cash Balance May 31, 2021		**$91,494,742**		**$91,494,742**

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
FORECAST REPORT
For the Eight Months Ending May 31, 2021
COMBINED SYSTEM

	1. TOTAL BUDGET	2. BUDGET May 21	3. ACTUAL May 21	4. BUDGET FISCAL YEAR-TO-DATE	5. ACTUAL FISCAL YEAR-TO-DATE	6. FAVORABLE (UNFAVORABLE)
1. Revenues:						
2. Electric	$48,366,100	$3,693,798	$3,624,288	$29,194,732	$26,981,637	($2,213,095)
3. Water Revenues	8,894,800	797,608	705,279	5,898,861	5,700,793	($198,068)
4. Reclaimed Water	10,567,500	939,739	926,673	7,012,081	7,303,569	$291,488
5. Total Revenues	**67,828,400**	**5,431,145**	**5,256,240**	**42,105,674**	**39,985,999**	**($2,119,675)**
6. Other Revenue Sources:						
8. R & R Contribution	2,597,700	216,475	87,454	1,731,800	2,936,407	$1,204,607
9. Infrastructure Contribution	225,000	18,750	0	150,000	205	($149,795)
11. Total Other Sources	**2,822,700**	**235,225**	**87,454**	**1,881,800**	**2,936,612**	**$1,054,812**
12. Balance	**70,651,100**	**5,666,370**	**5,343,694**	**43,987,474**	**42,922,611**	**($1,064,863)**
13. Operation & Maintenance Expenses:						
14. Purchased Power	20,553,100	1,705,649	1,892,324	13,673,630	12,346,419	$1,327,211
15. Electric Operations	10,651,650	859,566	595,260	6,988,816	6,372,385	$616,431
16. Water Operations	4,107,200	320,758	278,750	2,652,100	2,384,474	$267,626
17. Reclaimed Operations	3,667,950	285,515	279,392	2,364,712	2,157,352	$207,360
18. Administration/Supplemental Benefits	2,946,700	237,348	179,372	1,931,626	1,518,464	$413,162
19. Central Services/HR	7,152,300	572,657	563,451	4,674,729	4,427,808	$246,921
20. Engineering	1,987,600	156,956	105,491	1,290,356	927,143	$363,213
21. Finance/Customer Service/Materials Management	2,670,200	209,469	200,825	1,727,942	1,658,237	$69,705
22. Total O&M Expenses	**53,736,700**	**4,347,918**	**4,094,865**	**35,303,911**	**31,792,282**	**$3,511,629**
23. Balance	**16,914,400**	**1,318,452**	**1,248,829**	**8,683,563**	**11,130,329**	**$2,446,766**
24. To Sinking Fund:						
30. 2020 Bond	2,538,800	211,567	178,719	1,692,533	1,429,750	$262,783
29. 2020 Bond Refunding	2,063,000	171,917	171,917	1,375,333	1,375,333	$0
31. Total Debt Service	**4,601,800**	**383,484**	**350,636**	**3,067,866**	**2,805,083**	**$262,783**
32. Balance	**12,312,600**	**934,968**	**898,193**	**5,615,697**	**8,325,246**	**$2,709,549**
34. Transfer to R & R - Contribution	3,320,122	276,677	289,151	2,213,415	2,489,722	($276,307)
35. Transfer to R & R - Restricted Contribution	1,298,850	108,238	74,980	865,900	435,921	($429,979)
36. Additional Required	2,986,928	248,911	0	1,991,285	0	$1,991,285
37. Contributed Capital & Easement	450,000	37,500	0	300,000	2,224,179	$1,924,179
39. Transfer to Infrastructure - Contribution	225,000	18,750	0	150,000	205	($149,795)
40. Total to Capital Improvement	**8,280,900**	**690,076**	**364,131**	**5,520,600**	**5,150,027**	**$370,573**
41. Balance	**4,031,700**	**244,892**	**534,062**	**95,097**	**3,175,219**	**$3,080,122**
42. Transfer to City	4,031,700	314,626	296,981	2,470,826	2,394,503	$76,323
43. Balance	0	(69,734)	237,081	(2,375,729)	780,716	$3,156,445

Note: Contribution in Aid of Construction (CIAC) includes a dollar valuation of non-cash contributed capital assets.

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
FORECAST REPORT
For the Eight Months Ending May 31, 2021
ELECTRIC SYSTEM

	1. TOTAL BUDGET	2. BUDGET May 21	3. ACTUAL May 21	4. BUDGET FISCAL YEAR-TO-DATE	5. ACTUAL FISCAL YEAR-TO-DATE	6. FAVORABLE (UNFAVORABLE)
1. Revenues:						
2. Direct Sales:						
3. Metered Billings	$36,570,800	$2,787,936	$2,794,533	$22,022,509	$22,648,114	$625,605
4. Load Management Credits	(189,800)	(13,992)	(14,956)	(112,419)	(120,104)	($7,685)
5. Energy Cost Adjustments	9,996,400	761,338	526,568	6,014,616	4,275,028	($1,739,588)
6. (Over) Under Recovery of Fuel Costs	750,000	55,291	225,502	444,226	(848,916)	($1,293,142)
7. Misc. Operating Revenue	661,100	55,092	61,055	440,733	558,979	$118,246
8. Non Operating Revenue	577,600	48,133	31,587	385,067	468,537	$83,470
9. Total Revenues	**48,366,100**	**3,693,798**	**3,624,289**	**29,194,732**	**26,981,638**	($2,213,094)
10. Other Revenue Sources:						
11. R & R Contributions	603,900	50,325	6,601	402,600	633,834	$231,234
12. Infrastructure Contribution	75,000	6,250	0	50,000	107	($49,893)
14. Total Other Sources	**678,900**	**56,575**	**6,601**	**452,600**	**633,941**	**$181,341**
15. Balance	**49,045,000**	**3,750,373**	**3,630,890**	**29,647,332**	**27,615,579**	($2,031,753)
16. Operation & Maintenance Expenses:						
Direct Cost Center						
17. Purchased Power	20,553,100	1,705,649	1,892,324	13,673,630	12,346,419	$1,327,211
18. Electric Operations	10,651,650	859,566	595,260	6,988,816	6,372,385	$616,431
Indirect Cost Centers						
19. Administration	647,309	50,842	31,642	419,137	334,212	$84,925
20. Information Technology	1,168,150	95,084	72,885	769,718	592,567	$177,151
21. Human Resources	2,425,718	193,534	233,154	1,582,709	1,762,284	($179,575)
22. Central Services	859,706	69,797	52,655	565,756	471,057	$94,699
23. Engineering	836,050	66,118	45,619	543,155	388,360	$154,795
24. Finance/Customer Service/Materials Management	1,424,780	111,859	108,120	922,364	893,304	$29,060
25. Total O&M Expenses	**38,566,463**	**3,152,449**	**3,031,659**	**25,465,285**	**23,160,588**	**$2,304,697**
26. Balance	**10,478,537**	**597,924**	**599,231**	**4,182,047**	**4,454,991**	**$272,944**
27. To Sinking Fund:						
28. 2020 Bond	1,264,322	105,360	89,002	842,882	712,016	$130,866
29. 2020 Bond Refunding	1,027,374	85,615	18,911	684,916	151,287	$533,629
31. Total Debt Service	**2,291,696**	**190,975**	**107,913**	**1,527,798**	**863,303**	**$664,495**
32. Balance	**8,186,841**	**406,949**	**491,318**	**2,654,249**	**3,591,688**	**$937,439**
33. Transfer to R & R - Contribution	1,871,709	155,976	162,577	1,247,806	1,446,270	($198,464)
34. Additional Required	3,203,832	266,986	0	2,135,888	0	$2,135,888
35. Contributed Capital & Easement	150,000	12,500	0	100,000	435,371	$335,371
36. Transfer to Infrastructure - Contribution	75,000	6,250	0	50,000	107	($49,893)
37. Total to Capital Improvement	**5,300,541**	**441,712**	**162,577**	**3,533,694**	**1,881,748**	**$1,651,946**
38. Balance	**2,886,300**	(34,763)	**328,741**	(879,445)	**1,709,940**	**$2,589,385**
39. Transfer to City	2,886,300	212,784	200,861	1,709,560	1,634,323	$75,237
40. Balance	0	(247,547)	127,880	(2,589,005)	75,617	$2,664,622

Note: Contribution in Aid of Construction (CIAC) includes a dollar valuation of non-cash contributed capital assets.

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
FORECAST REPORT
For the Eight Months Ending May 31, 2021
WATER SYSTEM

	1. TOTAL BUDGET	2. BUDGET May 21	3. ACTUAL May 21	4. BUDGET FISCAL YEAR-TO-DATE	5. ACTUAL FISCAL YEAR-TO-DATE	6. FAVORABLE (UNFAVORABLE)
1. Revenues:						
2. Metered Billings	$8,456,200	$761,058	$677,714	$5,606,461	$5,233,617	($372,844)
3. Hydrant Rental	0	0	0	0	67,213	$67,213
4. Misc. Operating Revenue	231,800	19,317	22,486	154,533	168,974	$14,441
5. Non-Operating Revenue	206,800	17,233	5,079	137,867	230,990	$93,123
6. Total Revenues	**8,894,800**	**797,608**	**705,279**	**5,898,861**	**5,700,794**	($198,067)
7. Other Revenue Sources:						
8. R & R Contribution	1,126,600	93,883	31,024	751,067	911,966	$160,899
9. Infrastructure Contribution	75,000	6,250	0	50,000	53	($49,947)
11. Total Other Sources	**1,201,600**	**100,133**	**31,024**	**801,067**	**912,019**	**$110,952**
12. Balance	**10,096,400**	**897,741**	**736,303**	**6,699,928**	**6,612,813**	($87,115)
13. Operation & Maintenance Expenses:						
Direct Cost Center						
14. Water Operations	4,107,200	320,758	278,750	2,652,100	2,384,474	$267,626
Indirect Cost Center						
15. Administration	183,349	14,611	13,392	119,559	101,470	$18,089
16. Information Technology	325,550	26,499	20,312	214,512	164,621	$49,891
17. Human Resources	1,299,492	103,679	107,303	847,880	839,769	$8,111
18. Central Services	433,684	35,067	29,360	284,828	243,182	$41,646
19. Engineering	513,098	40,605	27,367	333,451	241,406	$92,045
20. Finance/Customer Service/Materials Management	659,300	51,680	48,843	426,488	403,614	$22,874
21. Total O&M Expenses	**7,521,673**	**592,899**	**525,327**	**4,878,818**	**4,378,536**	**$500,282**
22. Balance	**2,574,727**	**304,842**	**210,976**	**1,821,110**	**2,234,277**	**$413,167**
23. To Sinking Fund:						
27. 2020 Bond	604,234	50,353	42,535	402,823	340,280	$62,543
26. 2020 Bond Refunding	490,994	40,916	87,678	327,329	701,420	($374,091)
28. Total Debt Service	**1,095,228**	**91,269**	**130,213**	**730,152**	**1,041,700**	**($311,548)**
29. Balance	**1,479,499**	**213,573**	**80,763**	**1,090,958**	**1,192,577**	**$101,619**
30. Transfer to R & R - Contribution	650,448	54,204	58,301	433,632	509,314	($75,682)
31. Transfer to R & R - Restricted Contribution	616,350	51,363	26,927	410,900	(3,543)	($414,443)
32. Additional Required	(535,799)	(44,650)	0	(357,199)	0	($357,199)
33. Contributed Capital & Easement	150,000	12,500	0	100,000	839,827	$739,827
35. Transfer to Infrastructure - Contribution	75,000	6,250	0	50,000	53	($49,947)
36. Total to Capital Improvement	**955,999**	**79,667**	**85,228**	**637,333**	**1,345,651**	**($708,318)**
37. Balance	**523,500**	**133,906**	**(4,465)**	**453,625**	**(153,074)**	**($606,699)**
38. Transfer to City	523,500	47,115	41,802	347,081	333,557	$13,524
39. Balance	0	86,791	(46,267)	106,544	(486,631)	($593,175)

Note: Contribution in Aid of Construction (CIAC) includes a dollar valuation of non-cash contributed capital assets.

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
FORECAST REPORT
For the Eight Months Ending May 31, 2021
RECLAIMED WATER

	1. TOTAL BUDGET	2. BUDGET May 21	3. ACTUAL May 21	4. BUDGET FISCAL YEAR-TO-DATE	5. ACTUAL FISCAL YEAR-TO-DATE	6. FAVORABLE (UNFAVORABLE)
1. Revenues:						
2. Sales	$10,393,400	$925,231	$906,697	$6,896,015	$7,112,530	$216,515
3. Misc. Operating Revenue	9,400	783	674	6,267	5,563	($704)
4. Non-Operating Revenue	164,700	13,725	19,302	109,800	185,476	$75,676
5. Total Revenues	**10,567,500**	**939,739**	**926,673**	**7,012,082**	**7,303,569**	**$291,487**
6. Other Revenue Sources:						
7. R & R Contribution	867,200	72,267	49,829	578,133	1,390,607	$812,474
8. Infrastructure Contribution	75,000	6,250	0	50,000	45	($49,955)
10. Total Other Sources	**942,200**	**78,517**	**49,829**	**628,133**	**1,390,652**	**$762,519**
11. Balance	**11,509,700**	**1,018,256**	**976,502**	**7,640,215**	**8,694,221**	**$1,054,006**
12. Operation & Maintenance Expenses:						
Direct Cost Center						
13. Reclaimed Water Operations	3,667,950	285,515	279,392	2,364,712	2,157,352	$207,360
Indirect Cost Center						
14. Administration	201,043	16,021	14,855	131,097	112,556	$18,541
15. Information Technology	421,300	34,292	26,286	277,603	213,039	$64,564
16. Human Resources	1,689,340	134,783	105,355	1,102,244	816,580	$285,664
17. Central Services	444,360	35,798	35,625	291,312	294,936	($3,624)
18. Engineering	638,452	50,233	32,504	413,749	297,377	$116,372
19. Finance/Customer Service/Materials Management	586,120	45,929	43,861	379,090	361,319	$17,771
20. Total O&M Expenses	**7,648,565**	**602,571**	**537,878**	**4,959,807**	**4,253,159**	**$706,648**
21. Balance	**3,861,135**	**415,685**	**438,624**	**2,680,408**	**4,441,062**	**$1,760,654**
22. To Sinking Fund:						
25. 2020 Bond Refunding	670,243	55,854	18,620	446,829	148,960	$297,869
26. 2020 Bond	544,632	45,386	93,890	363,088	751,121	($388,033)
27. Total Debt Service	**1,214,875**	**101,240**	**112,510**	**809,917**	**900,081**	**($90,164)**
28. Balance	**2,646,260**	**314,445**	**326,114**	**1,870,491**	**3,540,981**	**$1,670,490**
29. Transfer to R & R - Contribution	797,965	66,497	68,273	531,976	534,139	($2,163)
30. Transfer to R & R - Restricted Contribution	682,500	56,875	48,053	455,000	439,464	($15,536)
31. Additional Required	318,895	26,575	0	212,597	0	$212,597
32. Contributed Capital & Easement	150,000	12,500	0	100,000	948,981	$848,981
34. Transfer to Infrastructure - Contribution	75,000	6,250	0	50,000	45	($49,955)
35. Total to Capital Improvement	**2,024,360**	**168,697**	**116,326**	**1,349,573**	**1,922,629**	**$573,056**
36. Balance	**621,900**	**145,748**	**209,788**	**520,918**	**1,618,352**	**$1,097,434**
37. Transfer to City	621,900	54,727	54,317	414,185	426,624	($12,439)
38. Balance	0	91,021	155,471	106,733	1,191,728	$1,084,995

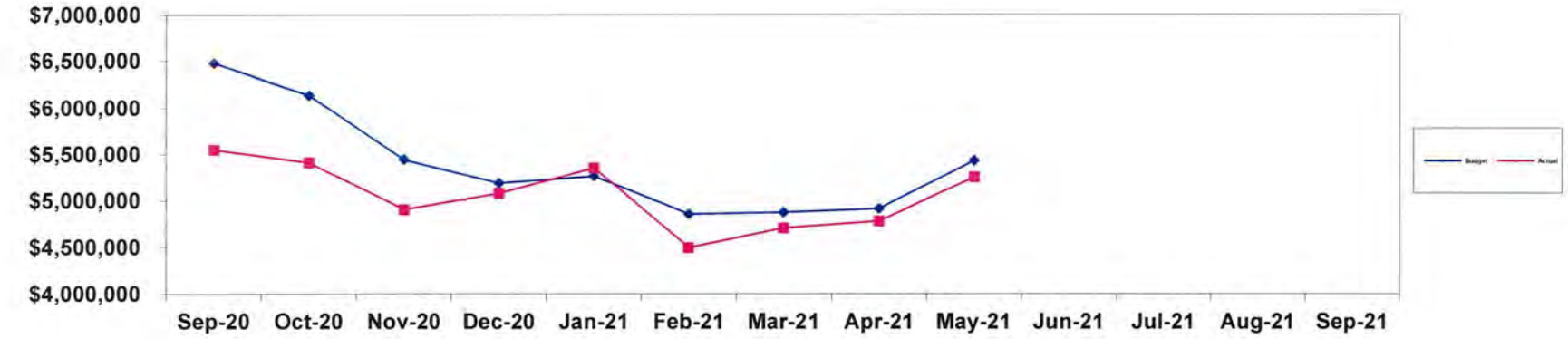
Note: Contribution in Aid of Construction (CIAC) includes a dollar valuation of non-cash contributed capital assets.

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA
For the Eight Months Ending May 31, 2021
Budget Summary By Department

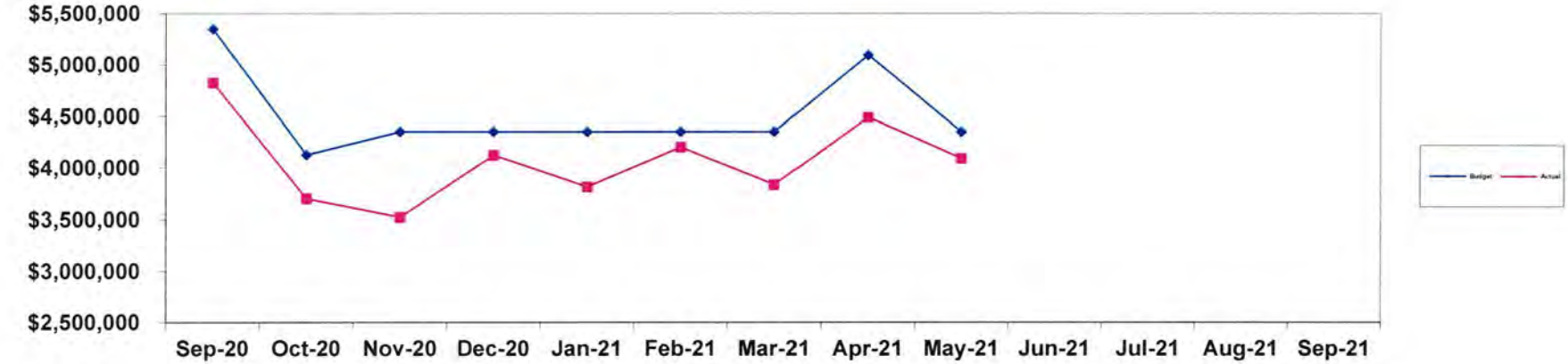
		TOTAL BUDGET	MONTH BUDGET	MONTH ACTUAL	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	VARIANCE
10	Administration	$2,946,700	$237,348	$179,372	$1,931,626	$1,518,464	$413,162
13	Central Services/HR	7,152,300	572,657	563,451	4,674,729	4,427,808	246,921
20	Electric Operations	31,204,750	2,565,215	2,487,584	20,662,445	18,718,804	1,943,641
30	Water & Reclaimed Water	7,775,150	606,274	558,142	5,016,812	4,541,825	474,987
40	Engineering	1,987,600	156,956	105,491	1,290,356	927,143	363,213
50	Finance/Customer Service/Materials Management	2,670,200	209,469	200,825	1,727,942	1,658,237	69,705
	Total Budget	$53,736,700	$4,347,919	$4,094,865	$35,303,910	$31,792,281	$3,511,629

Combined System

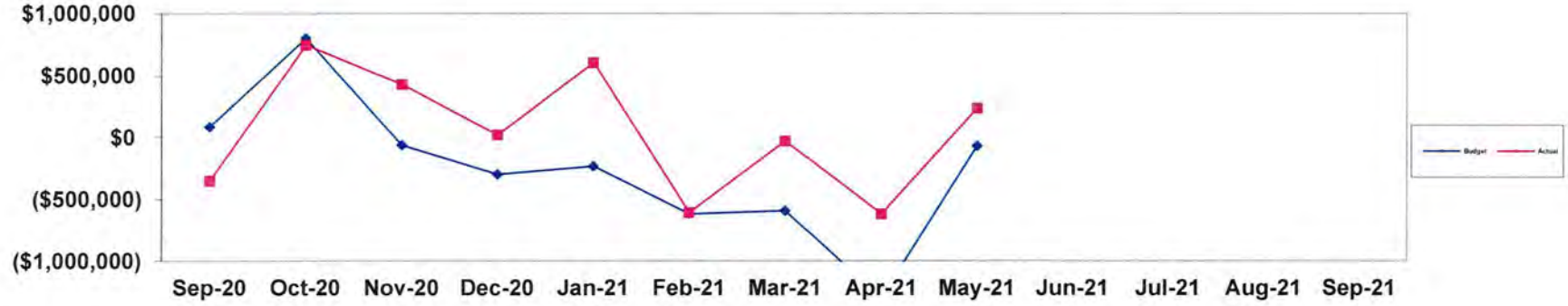
Revenues



O & M Expenses

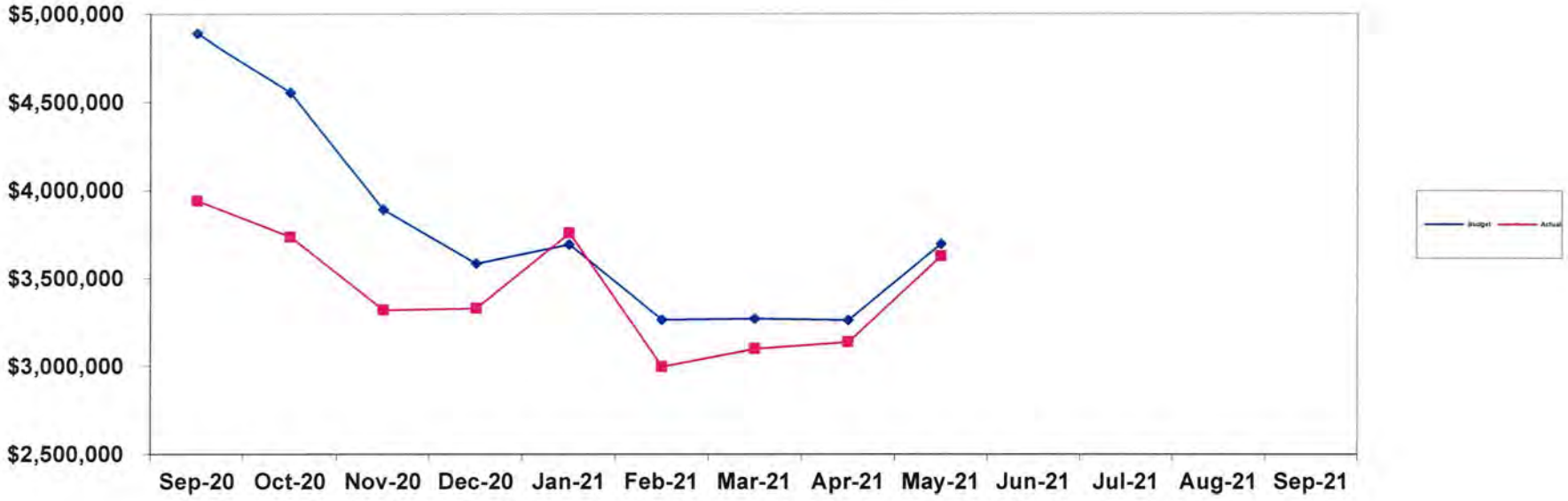


Balance

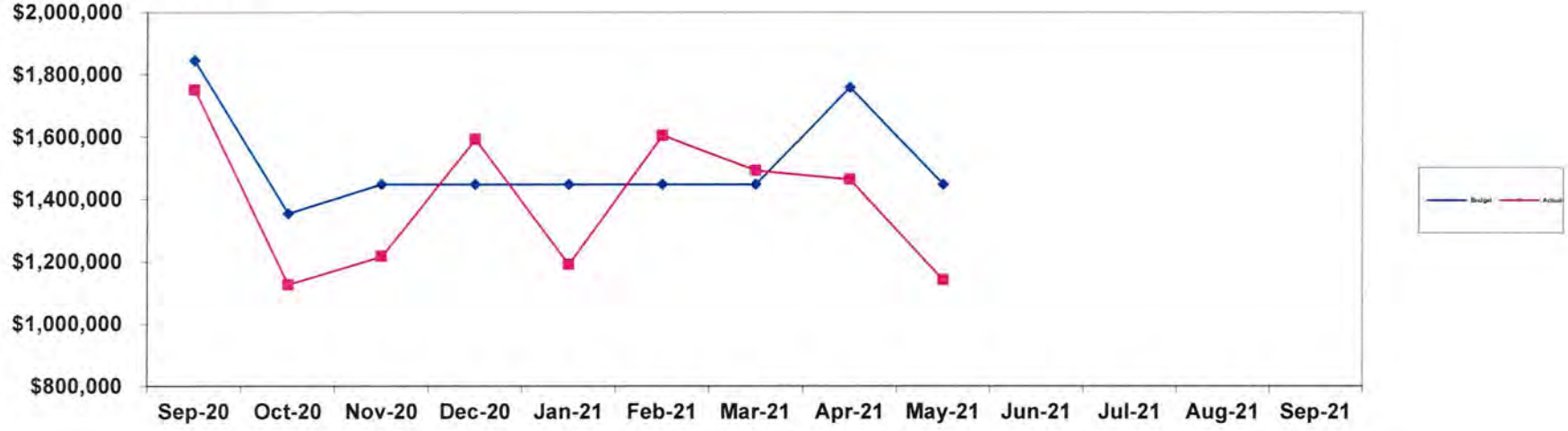


Electric

Revenues

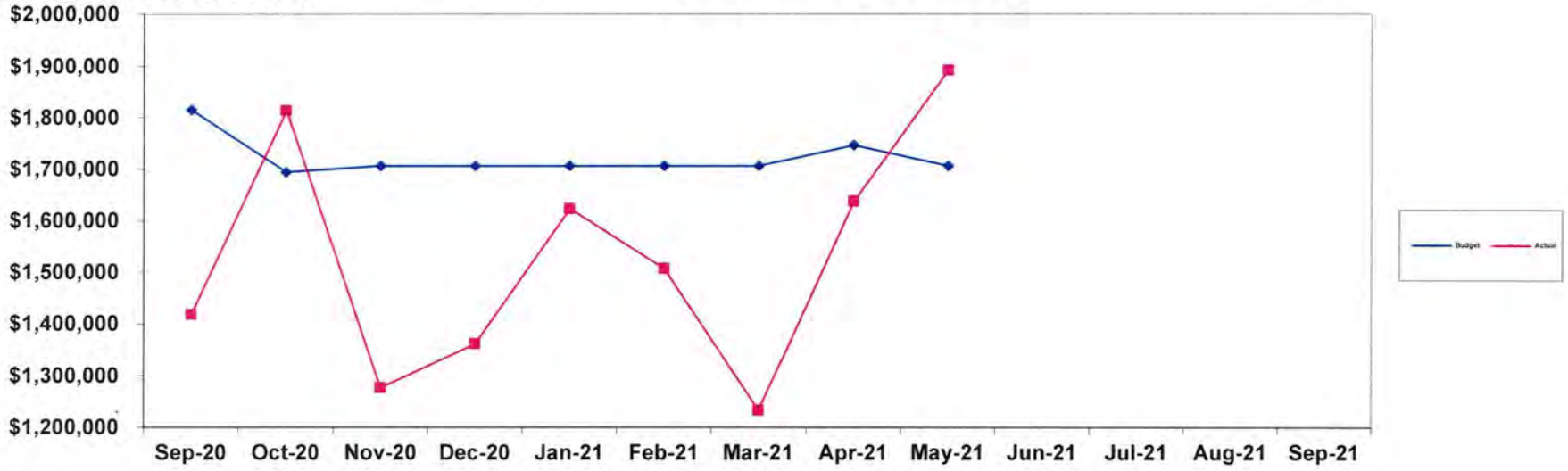


O & M Expenses

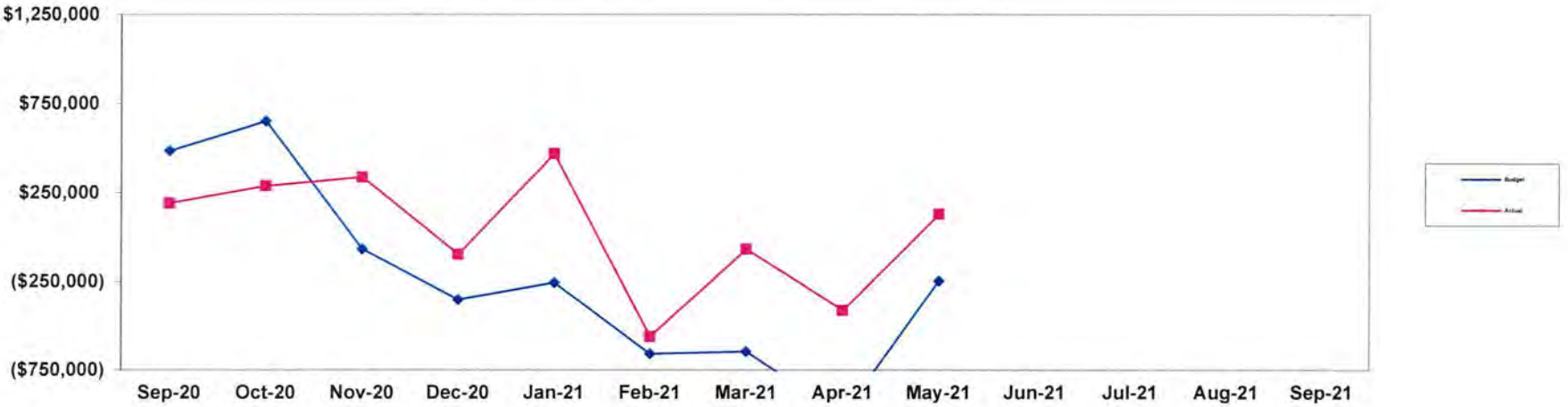


Electric (Cont.)

Fuel & Purchased Power

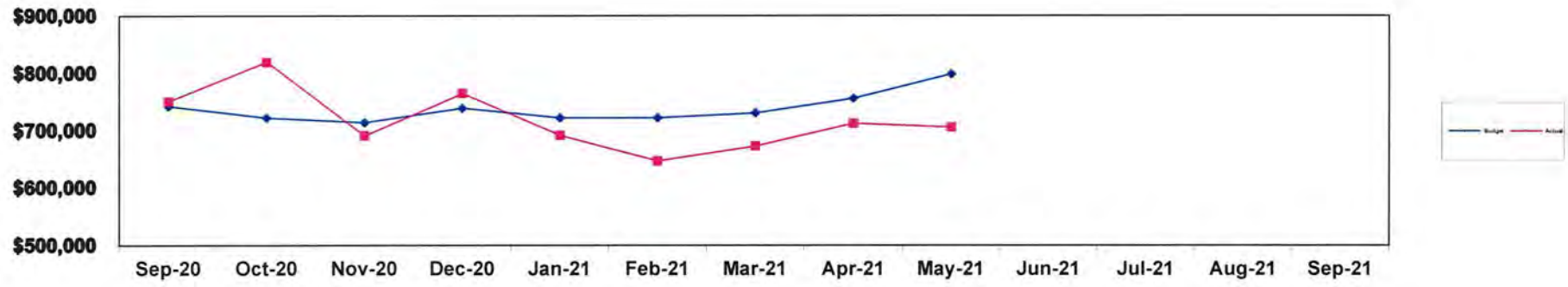


Balance

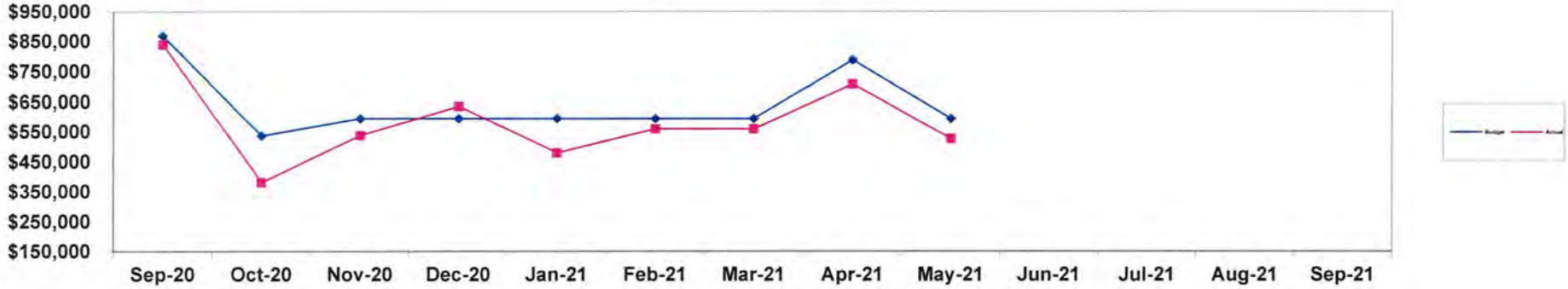


Water

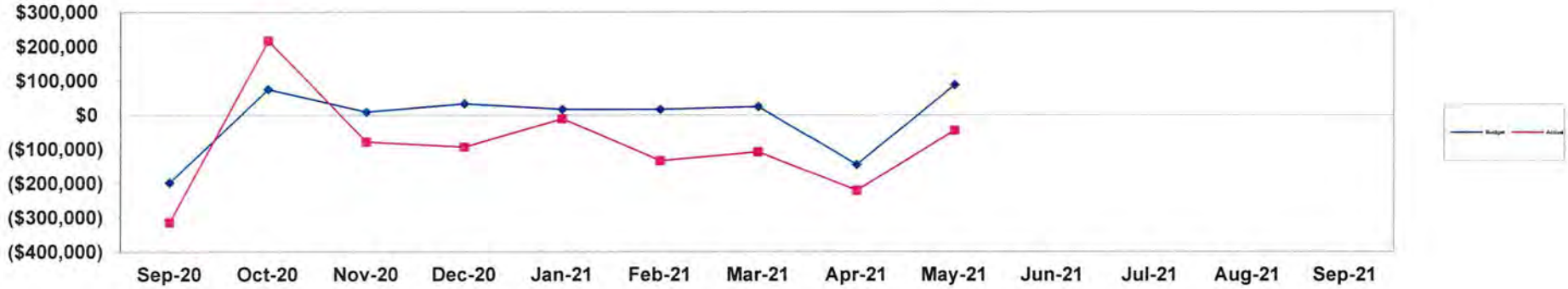
Revenues



O & M Expenses

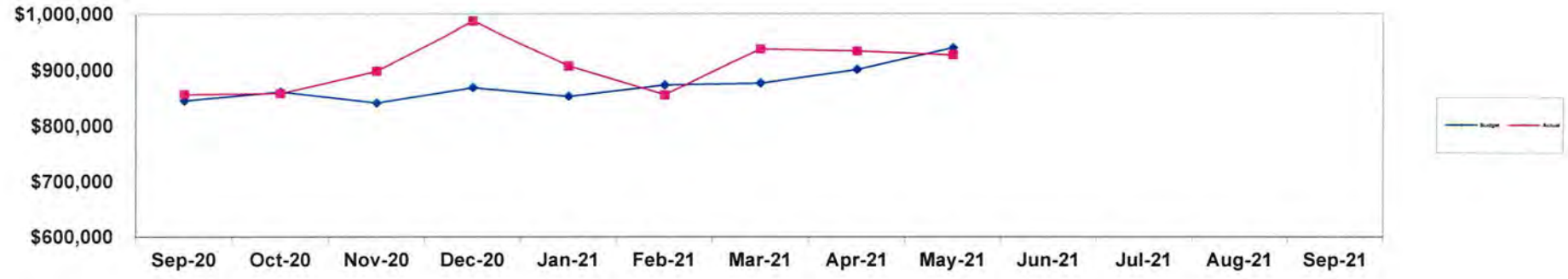


Balance

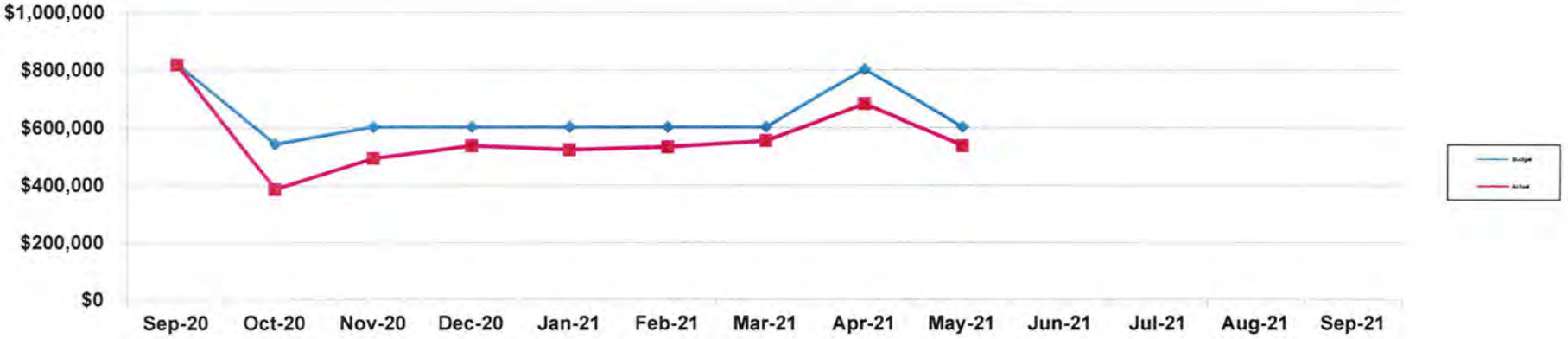


Reclaimed Water

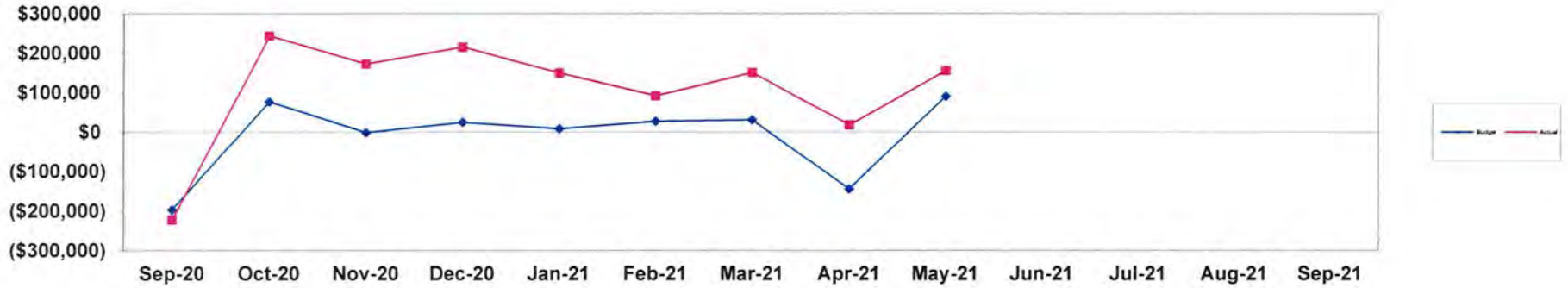
Revenues

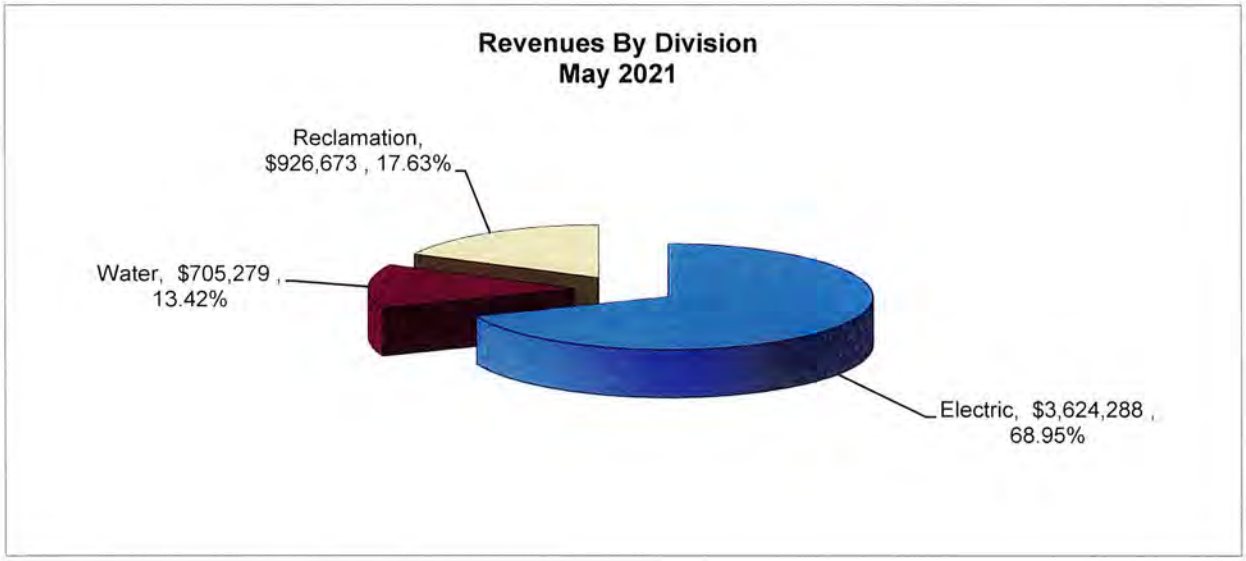


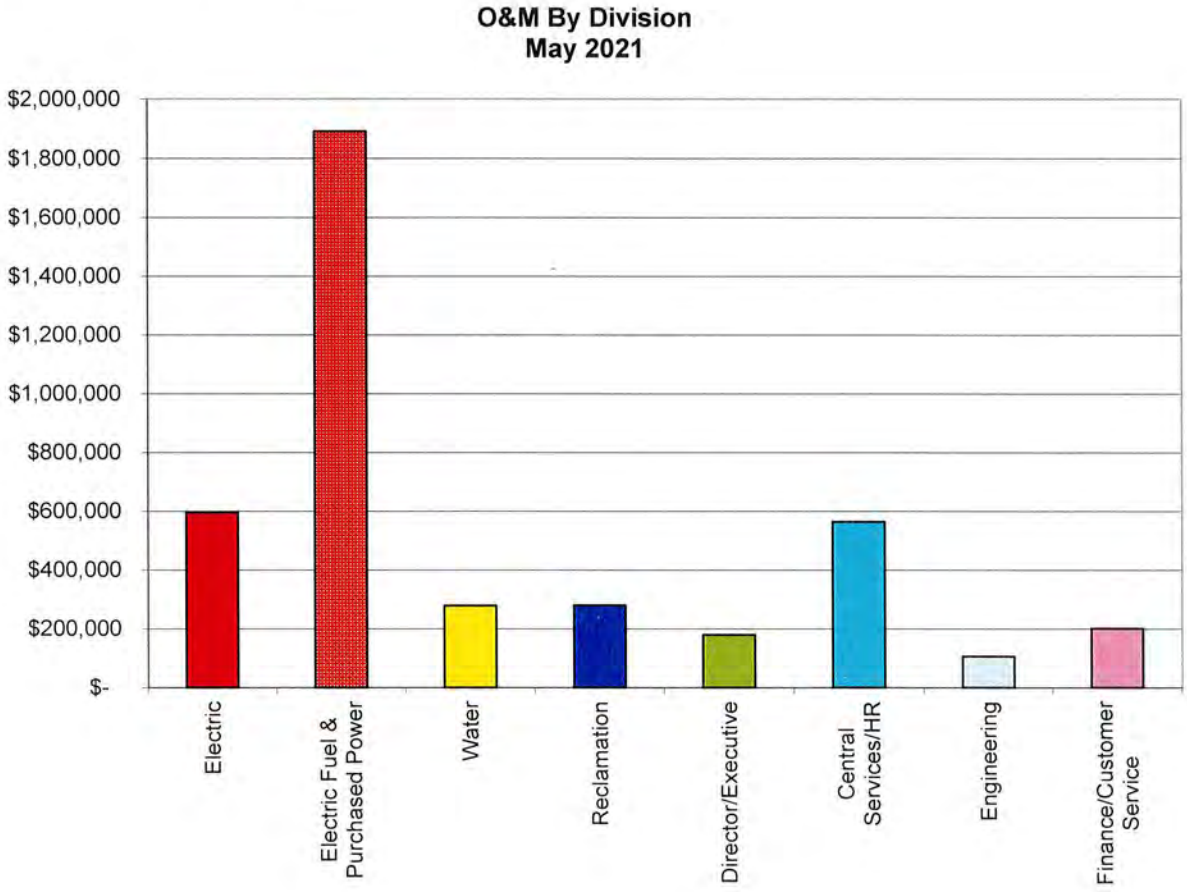
O & M Expenses



Balance




Revenues By Division
May 2021
Reclamation, $926,673 , 17.63%
Water, $705,279 , 13.42%
Electric, $3,624,288 , 68.95%


O&M By Division
May 2021
$2,000,000
$1,800,000
$1,600,000
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$-
Electric
Electric Fuel & Purchased Power
Water
Reclamation
Director/Executive
Central Services/HR
Engineering
Finance/Customer Service

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	
RELIABILITY PERFORMANCE	✓
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 4-b

☐ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☐ **NEW BUSINESS** **FROM:** Director of Finance/CFO

☐ **OLD BUSINESS** **SIGNATURE:** Efren Chavez

☑ General Manager's Report **EXHIBITS:** May 2021 Scorecard and Metrics

SUBJECT: Balanced Scorecard and Enterprise Metrics - May 2021

SUMMARY:

PROJECT TYPE: GOVERNANCE ITEM

Submission of the Balanced Scorecard and Enterprise Metrics for May 2021.

FUNDING SOURCE(S) N/A

RECOMMENDED ACTION:

Detailed monthly performance measurement reporting - no action required.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH, FLORIDA
BALANCED SCORECARD
FY 2021

PERSPECTIVE	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD RATE	YE FCST	TARGET
SAFETY & RISK															
OSHA Incident	0	0	0	0	0	0	1	0					0.56	0.55	< 2.5
OSHA Severity Rate	0	0	0	0	0	0	0	0					0.00	0.50	< 7.0
Preventable Motor Vehicle Accidents	0	2	1	0	2	0	2	2					0.118	0.132	< 0.030
Third Party Claims	0	0	1	0	1	1	1	0					0.013	0.017	MONITOR
ELECTRIC															
Electric Reliability															
SAIDI	9.95	10.43	9.86	2.81	0.69	1.69	8.97	1.32					45.72	76.51	< 79.93
SAIFI	0.30	0.16	0.12	0.06	0.01	0.04	0.20	0.03					0.93	1.38	< 1.43
CAIDI	32.94	63.36	83.65	45.84	63.71	40.70	44.06	47.20					49.19	55.27	< 55.05
Financial															
EL O&M Cost/Customer			$ 609			$ 619							$ 619	$ 635	< $ 667
EL Avg Capital Cost/Customer			$ 268			$ 287							$ 287	$ 338	MONITOR
WATER RESOURCES															
Water Resources Reliability															
Gross Water Loss (gal/connection/day)	14.86	13.05	2.76	9.98	6.65	29.88	6.77	33.04					14.62	14.68	< 17.91
WR Major Breaks/100 Miles	0.00	0.31	0.00	0.31	0.00	0.00	0.00	0.00					0.63	1.25	< 4.00
WR Break Repair Time (hr/100 miles)	0.00	0.78	0.00	1.88	0.00	0.00	0.00	0.00					2.66	4.06	< 8.00
WW Major Breaks/100 Miles	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00	< 1.91
WW Break Repair Time (hr/100 miles)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00	< 2.87
Financial															
WR O&M Cost/Customer			$ 236			$ 237							$ 237	$ 261	< $ 295
WW O&M Cost/Customer			$ 237			$ 248							$ 248	$ 282	< $ 312
WR/WW Avg Capital Cost/Customer			$ 98			$ 109							$ 109	$ 201	MONITOR
CUSTOMER SERVICE															
Customer Service															
Customer Service Level	96.7%	97.3%	95.2%	95.3%	96.2%	96.8%	96.8%	95.0%					96.2%	95.1%	> 90%
Abandoned Call Rate	0.8%	1.1%	1.3%	1.2%	1.3%	1.9%	1.2%	0.8%					1.2%	1.3%	< 4.0%
Average Speed to Answer	43	41	49	49	44	43	42	42					44	51	< 90
Billing & Collections															
Percent of Meters Read - EL	99.95%	99.96%	99.96%	99.93%	99.98%	99.97%	99.96%	99.94%					99.96%	99.94%	> 99.90%
Percent of Meters Read - WR	99.18%	99.33%	99.11%	99.21%	99.38%	99.17%	98.95%	99.27%					99.20%	99.09%	> 98.50%
Percent of Re-reads - combined	0.39%	0.33%	0.42%	0.40%	0.28%	0.36%	0.50%	0.35%					0.38%	0.42%	< 0.75%
Estimated Bills	0.07%	0.05%	0.05%	0.03%	0.04%	0.10%	0.04%	0.07%					0.06%	0.08%	< 0.25%
Uncollectible Rev. as % of Billed Rev.	0.05%	0.11%	0.11%	0.09%	0.06%	0.13%	0.15%	0.33%					0.13%	0.13%	< 0.20%
ORGANIZATIONAL CAPACITY															
Materials Management															
Avg. # of day to issue PO <$75,000	2	2	2	2	1	2	1	2					2	2	< 4
Avg. # of day to issue PO >$75,000	2	3	3	0	2	2	2	1					2	4	< 6
Human Resources															
Employee Count (Actual vs. Budget)	(11)	(10)	(9)	(12)	(12)	(10)	(11)	(9)					(11)	(10)	MONITOR
Average Recruitment Time	98	86	106	121	66	43	37	45					75	72	MONITOR
Information Technology															
Cybersecurity Training - Participation	85.00%	85.00%	82.00%	84.00%	88.00%	85.00%	83.00%	87.00%					84.88%	84.92%	> 85.0%
Organizational Overall Risk	32.0%	33.0%	32.0%	32.0%	33.0%	32.0%	31.0%	28.0%					31.6%	31.8%	< 35.0%
Phishing Security Testing	20.60%	0.80%	1.20%	1.20%	3.10%	3.20%	1.20%	2.50%					4.23%	3.45%	< 5.0%
Help Desk Ticket Resolution Rate	97.14%	97.08%	97.92%	95.69%	94.88%	96.79%	97.35%	96.61%					96.68%	94.45%	> 90.0%

	Metric reported on a quarterly basis
	Exceeds target
	Monitoring: +/- 3% of target
	Under target
MONITOR	Monitoring for data information

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH, FLORIDA
BALANCED SCORECARD
FY 2020

PERSPECTIVE	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD RATE	YE FCST	TARGET
SAFETY & RISK															
OSHA Incident	0	0	0	1	0	0	0	0	0	0	1	0	1.13	1.13	< 2.5
OSHA Severity Rate	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	< 7.0
Preventable Motor Vehicle Accidents	0	2	0	1	0	2	0	0	0	0	0	0	0.061	0.061	< 0.030
Third Party Claims	0	0	1	1	0	0	0	0	0	0	3	4	0.031	0.031	MONITOR
ELECTRIC															
Electric Reliability															
SAIDI	20.31	1.08	5.72	1.35	3.37	1.46	2.99	12.52	8.86	3.14	7.58	10.02	78.21	78.21	< 100.47
SAIFI	0.45	0.01	0.24	0.01	0.08	0.02	0.09	0.19	0.08	0.07	0.16	0.20	1.60	1.60	< 0.12
CAIDI	45.14	110.51	23.88	151.95	44.08	94.10	32.03	67.00	113.08	43.93	47.64	50.45	48.88	48.88	< 73.99
Financial															
EL O&M Cost/Customer			$ 573			$ 568			$ 586			$ 616	$ 616	$ 616	< $ 712
EL Avg Capital Cost/Customer			$ 124			$ 248			$ 210			$ 314	$ 314	$ 314	MONITOR
WATER RESOURCES															
Water Resources Reliability															
Gross Water Loss (gal/connection/day)	23.46	21.67	15.57	15.34	13.47	18.04	16.36	19.63	19.32	18.60	17.53	16.28	16.28	16.28	< 24.96
WR Major Breaks/100 Miles	0.00	0.00	1.00	2.00	1.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.56	1.56	< 4.00
WR Break Repair Time (hr/100 miles)	0.00	0.00	0.86	1.04	0.23	0.00	0.00	0.00	0.34	0.00	0.00	0.00	2.47	2.47	< 8.00
WW Major Breaks/100 Miles	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	< 1.91
WW Break Repair Time (hr/100 miles)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	< 2.87
Financial															
WR O&M Cost/Customer			$ 208			$ 232			$ 242			$ 251	$ 251	$ 251	< $ 299
WW O&M Cost/Customer			$ 237			$ 249			$ 263			$ 272	$ 272	$ 272	< $ 324
WR/WW Avg Capital Cost/Customer			$ 49			$ 67			$ 89			$ 104	$ 104	$ 104	MONITOR
CUSTOMER SERVICE															
Customer Service															
Customer Service Level	83.3%	80.3%	74.9%	85.3%	87.8%	97.4%	97.0%	98.4%	97.9%	86.3%	95.5%	92.7%	90%	90%	> 85%
Abandoned Call Rate	5.4%	5.8%	7.7%	5.0%	2.4%	0.5%	0.7%	0.9%	0.4%	3.0%	0.8%	1.8%	2.9%	2.9%	< 7.0%
Average Speed to Answer	121	135	171	108	73	33	24	27	33	101	56	63	79	79	< 106
Billing & Collections															
Percent of Meters Read - EL	99.90%	99.90%	99.90%	99.92%	99.93%	99.93%	99.95%	99.96%	99.94%	99.87%	99.92%	99.92%	99.92%	99.92%	> 99.90%
Percent of Meters Read - WR	98.58%	98.73%	98.96%	99.14%	99.15%	98.68%	98.88%	98.88%	98.83%	98.89%	98.79%	99.01%	98.88%	98.88%	> 98.50%
Percent of Re-reads - combined	0.66%	0.64%	0.51%	0.40%	0.41%	0.64%	0.53%	0.52%	0.56%	0.53%	0.57%	0.47%	0.53%	0.53%	< 0.75%
Estimated Bills	0.17%	0.11%	0.09%	0.10%	0.07%	0.07%	0.06%	0.07%	0.08%	0.15%	0.12%	0.10%	0.10%	0.10%	< 0.25%
Uncollectible Rev. as % of Billed Rev.	0.17%	0.15%	0.13%	0.09%	0.18%	0.10%	0.10%	0.15%	0.10%	0.11%	0.16%	0.20%	0.14%	0.14%	< 0.25%
ORGANIZATIONAL CAPACITY															
Materials Management															
Avg. # of day to issue PO <$75,000	3	3	3	3	3	2	2	2	2	1	1	1	2	2	< 8
Avg. # of day to issue PO >$75,000	3	6	5	2	2	2	2	2	2	1	1	1	2	3	< 20
Human Resources															
Employee Count (Actual vs. Budget)	(13)	(12)	(13)	(14)	(16)	(12)	(14)	(16)	(16)	(16)	(16)	(18)	(15)	(15)	MONITOR
Average Recruitment Time	15	40	52	65	69	92	75	78	47	49	60	77	60	60	< 60
Information Technology															
Cybersecurity Training - Participation	100.00%	81.00%	88.00%	94.00%	95.00%	74.00%	84.00%	82.00%	91.00%	82.00%	84.00%	91.00%	87.17%	87.17%	> 80%
Help Desk Ticket Resolution Rate	94.94%	96.80%	94.42%	95.59%	93.67%	97.97%	95.35%	95.72%	94.69%	97.02%	96.11%	96.23%	95.74%	95.74%	> 90%

	Metric reported on a quarterly basis
	Exceeds target
	Monitoring: +/- 3% of target
	Under target
MONITOR	Monitoring for data information

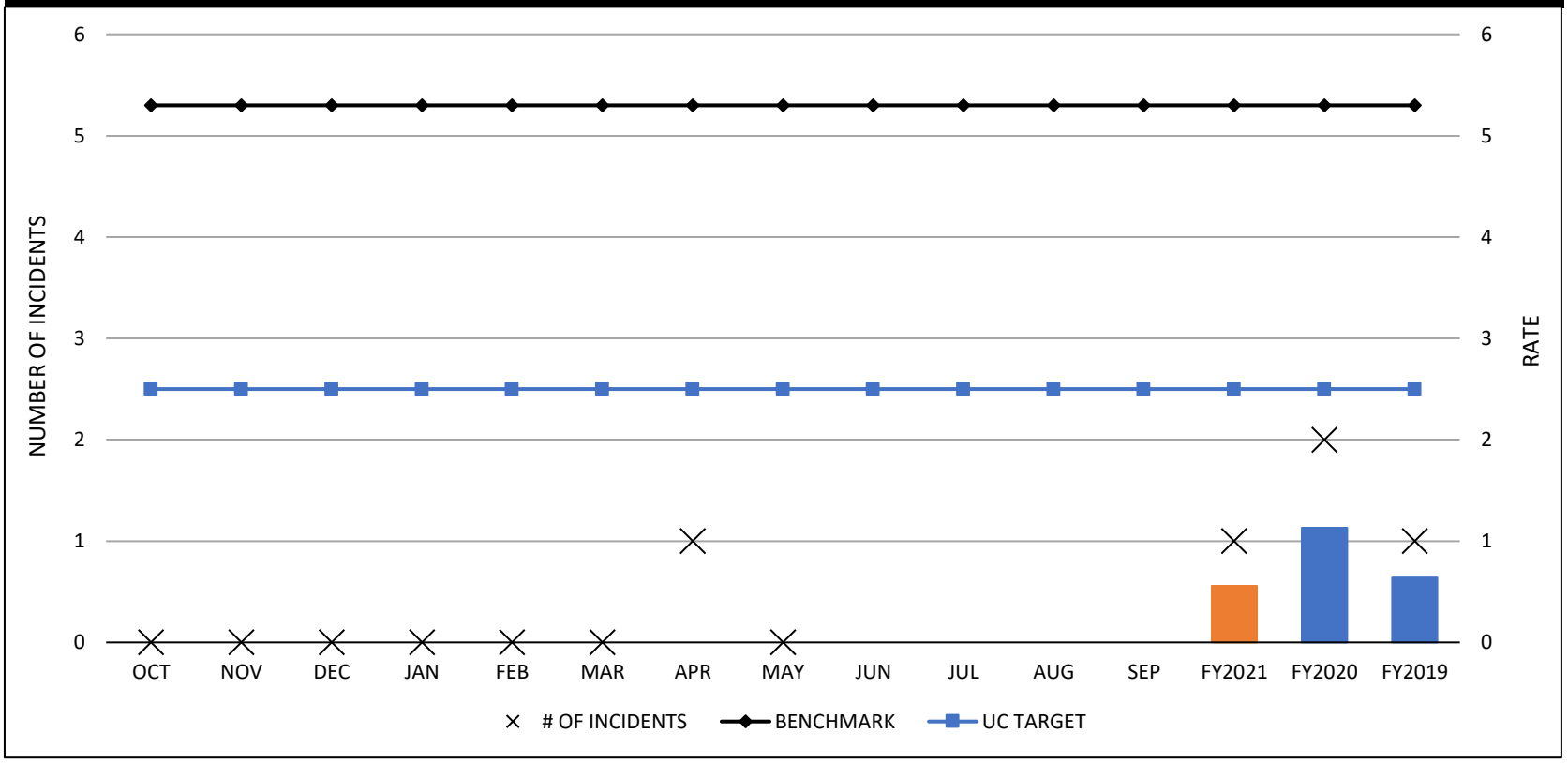
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

SAFETY AND RISK

REPORTING PERIOD: MAY 2021
JOHN DEFRIES

MAY 2021 YTD 2021

OSHA INCIDENT RATE



DEFINITION: OSHA 29 CFR Part 1904 defines OSHA Recordable Incidents as work-related injuries or illnesses that cause fatalities, unconsciousness, loss of workdays, restricted work activities, job transfers, or medical care beyond first aid.

The OSHA Rate is calculated using the following formula and shows as a number per 100 FTEs (Refer to OSHA 29):
# of Recordable Incidents YTD x 200,000 / Total Hours Worked YTD.

The Bureau of Labor Statistics' (BLS) Industry Injury and Illness Data for 2017 reports an OSHA Incident Rate of 5.3 for utilities, including electric transmission and distribution, and water, sewage, and other systems (percent relative standard errors for rates of nonfatal occupational injuries and illnesses).

TARGET: < 2.5

Month	Class	Dept	Details / Root Cause / Mitigation
Apr-21	Struck by	WR	Laceration to leg / struck by object while breaking apart container housing a meter box ER visit / Not a significant injury - bruising and laceration - no stitches Inattention to Hazard (Root Cause) Safety Manager & Supervisor reviewed incident and determined steps to prevent in the future

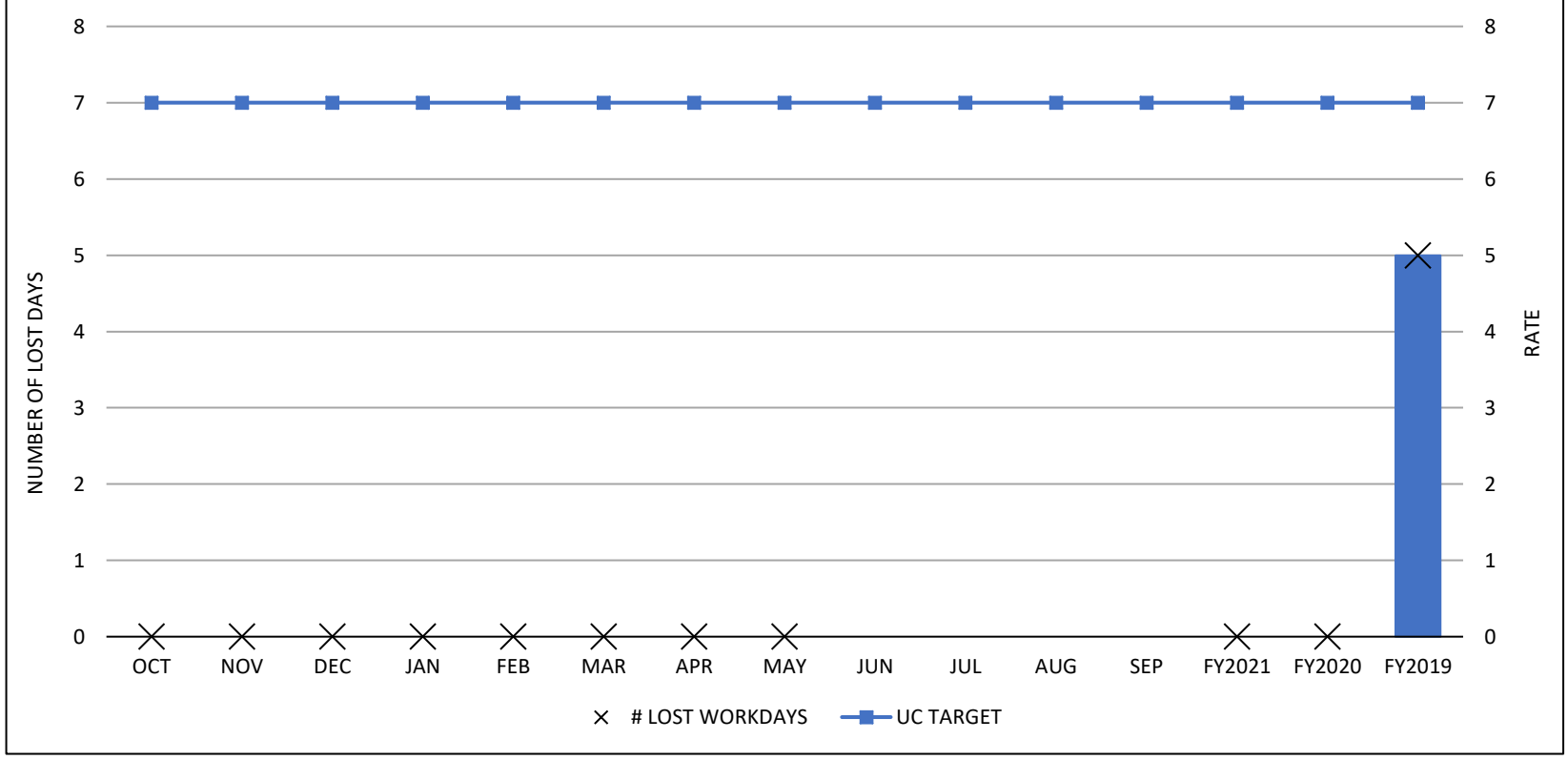
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

SAFETY AND RISK

REPORTING PERIOD: MAY 2021
JOHN DEFRIES

MAY 2021 YTD 2021

OSHA SEVERITY RATE



DEFINITION: The OSHA Severity Rate is an average of the number of lost work days per recordable incident. The calculation is made by dividing the total number of lost workdays YTD by the total number of recordable incidents YTD (Refer to OSHA 29).

The Bureau of Labor Statistics' (BLS) Industry Injury and Illness Data for 2017 reports an OSHA Severity Rate of 0.8 for utilities, including electric transmission and distribution, and water, sewage, and other systems.

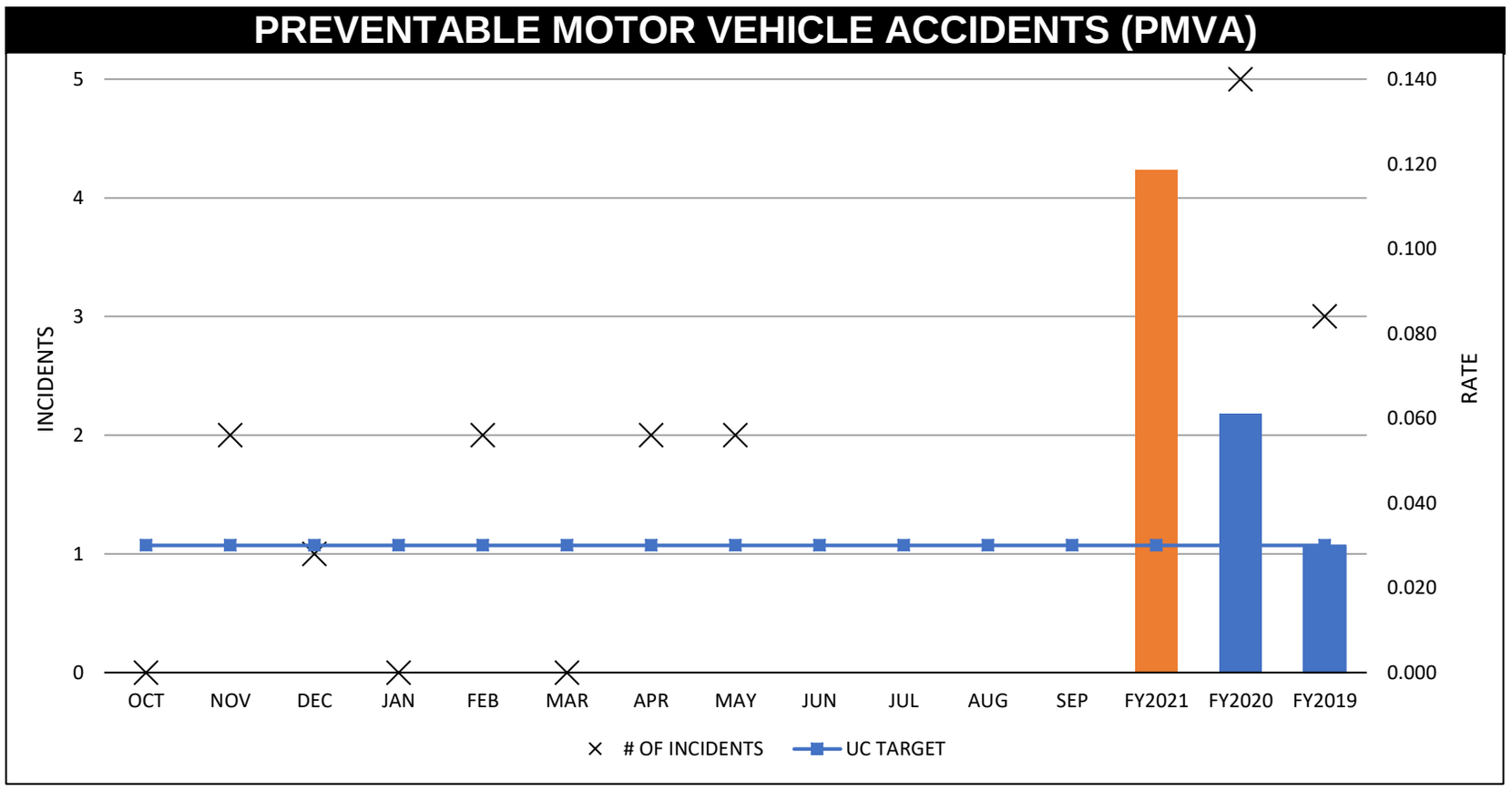
TARGET: < 7.0

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

SAFETY AND RISK

REPORTING PERIOD: MAY 2021
JOHN DEFRIES

MAY 2021 YTD 2021



DEFINITION: PMVAs are all motor vehicle incidents that resulted because the driver failed to exercise every reasonable precaution. This is irrespective of whether or not there is property damage or personal injury, the extent of the loss of injury, to whom it occurred, the location of the accident, or whether or not a citation was issued to the driver.

The PMVA Rate is calculated using the following formula (Refer to OSHA Academy https://www.oshatrain.org/notes/fleetsafetyplan.html):

# of Incidents / # of vehicles operated

TARGET: < .03 (based on last 3 years' average)

November 2020: Meter Dept: employee backed into a stationary bike/wheelchair rack while pulling out of a parking garage in Ocean Walk. No injuries.

December 2020: Electric Dept: employee backed into palm tree.

February 2021: Field Operations: Two (2) vehicle backing incidents. One employee hit another UC vehicle in the Field Ops yard after trying to manuever around the Unifirst truck. One employee backed into a customer's vehicle while working in Venetian Bay.

April 2021: T&D: Employee hit ballard while pulling thru parking space, employee distracted. Minor damage.
T&D: Employee backed into a vehicle that did not have head lights on. No damage to UCNSB vehicle.

May 2021: T&D: Jack knifed trailer and damaged front toolbox that houses electric motor and tarp mounting. Distracted driving.
Field Operations: Backed trailer into UCNSB vehicle. No spotter used; no 360° walkaround completed.

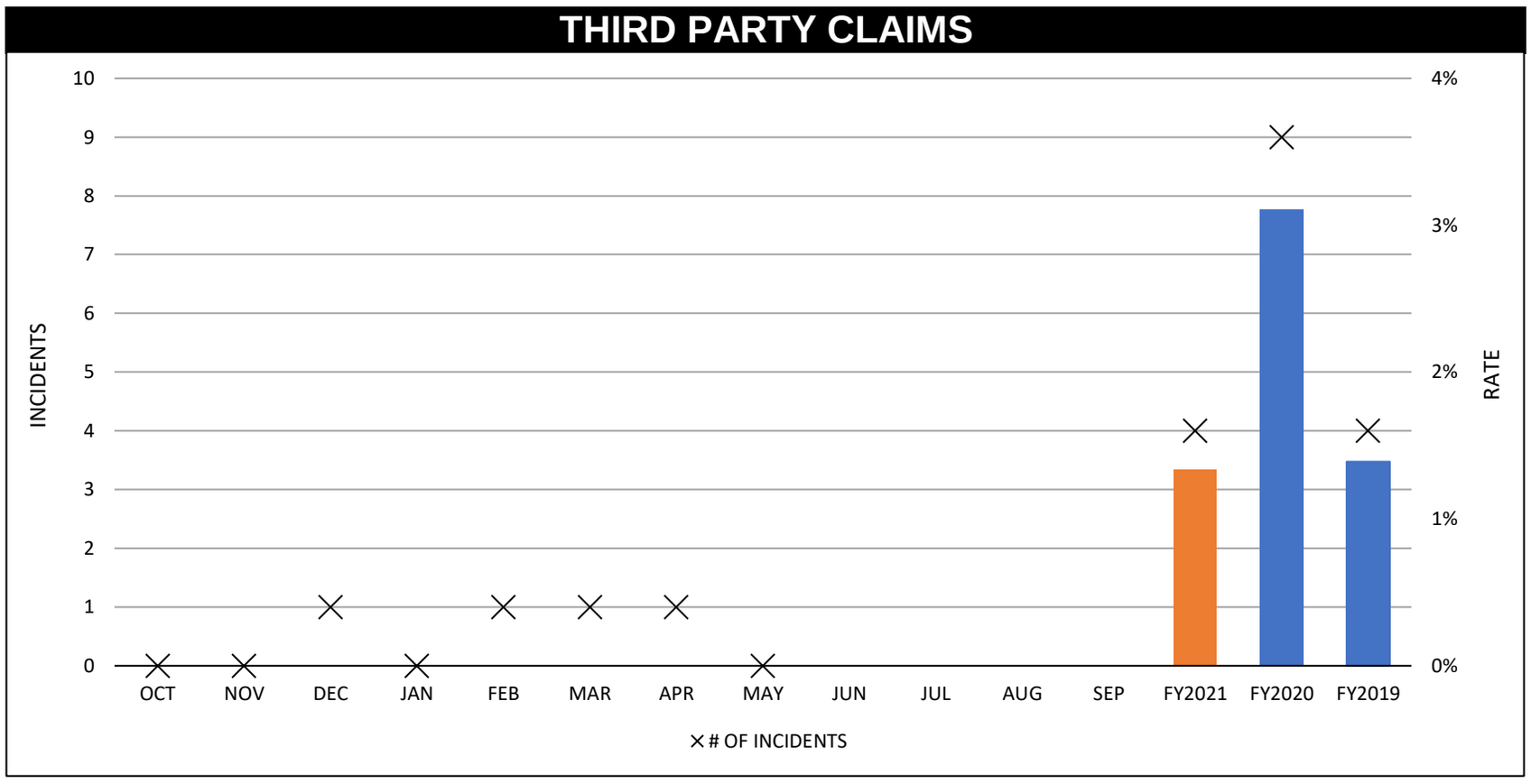
Mitigation: 1. We have secured training through TVPPA for safe driving.
2. We have drafted a Vehicle Backing Safety Rule that will address requirements when backing - it is going through the review/approval process.

***The UC Target for FY2021 was determined using the last three years' average. Based on the current trend and the calculation method for this metric, we do not predict our PMVA year-to-date rate to be green (at or below the UC Target) the remainder of the fiscal year. Once we implement telematics, we plan to change our metric calculation method from a formula based on the number of vehicles in service to one based on mileage driven during the period and YTD. We believe this will provide a more accurate picture of our PMVA in the future.*

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

SAFETY AND RISK

REPORTING PERIOD: MAY 2021
JOHN DEFRIES



DEFINITION: TPCs are claims submitted by customers for renumeration for property damage due to preventable incidents and include claims processed and approved by insurance, as well as those processed as small claims via Accounts Payable. The TPC Rate is calculated using the following formula and shows as a percentage:

# of TPCs YTD x 100 / # of Customers

December 2020: 301 Washington Street, NSB Roots in UC Main. - Claim is with FMIT for process.

February 2021: Claims submitted, but denied:

6194 South Atlantic – Requested reimbursement after high voltage incident. After investigation, determined no liability for UCNSB according to our Electric Service Policy. Claim denied.

1310 Elisabeth St. – Requested reimbursement for replacing bathroom due to leak under vanity. Claim denied.

Claims submitted and still under review:

23 Sand Dunes Drive - Requested reimbursement for hiring an electrician. Approved (March 2021).

March 2021: Claims submitted, but denied:

1002 7th Street on 3-16-21 Sewer Backup (televised line revealed root intrusion and excessive paper on customer side; UC connection point to main was clear) - Claim denied.

504 N Dixie - Illegal Connection caused leak under the floor - Claim denied.

Claims submitted and still under review:

306 Lincoln Ave - Cut AT&T line when setting pole. Approved (April 2021)

April 2021: Claims submitted, but denied:

544 Dora ST - Fluctuating power from damaged neutral; customer's grounding system inadequate to appropriately balance Amp load - Claim denied

116 Oakmount - Sewer Backup. Caused by FPU project; forwarded info to FPU

Claim's submitted to INS:

3401 Saxon DR. - Sewer backup claim for damages upwards of $5,000. Denied (May 2021), however carrier paid $4,000 toward expenses from discretionary funds; UCNSB agreed to reimburse the difference of $535.21. Release to be signed prior to receipt of reimbursement.

Claims submitted and still under review:

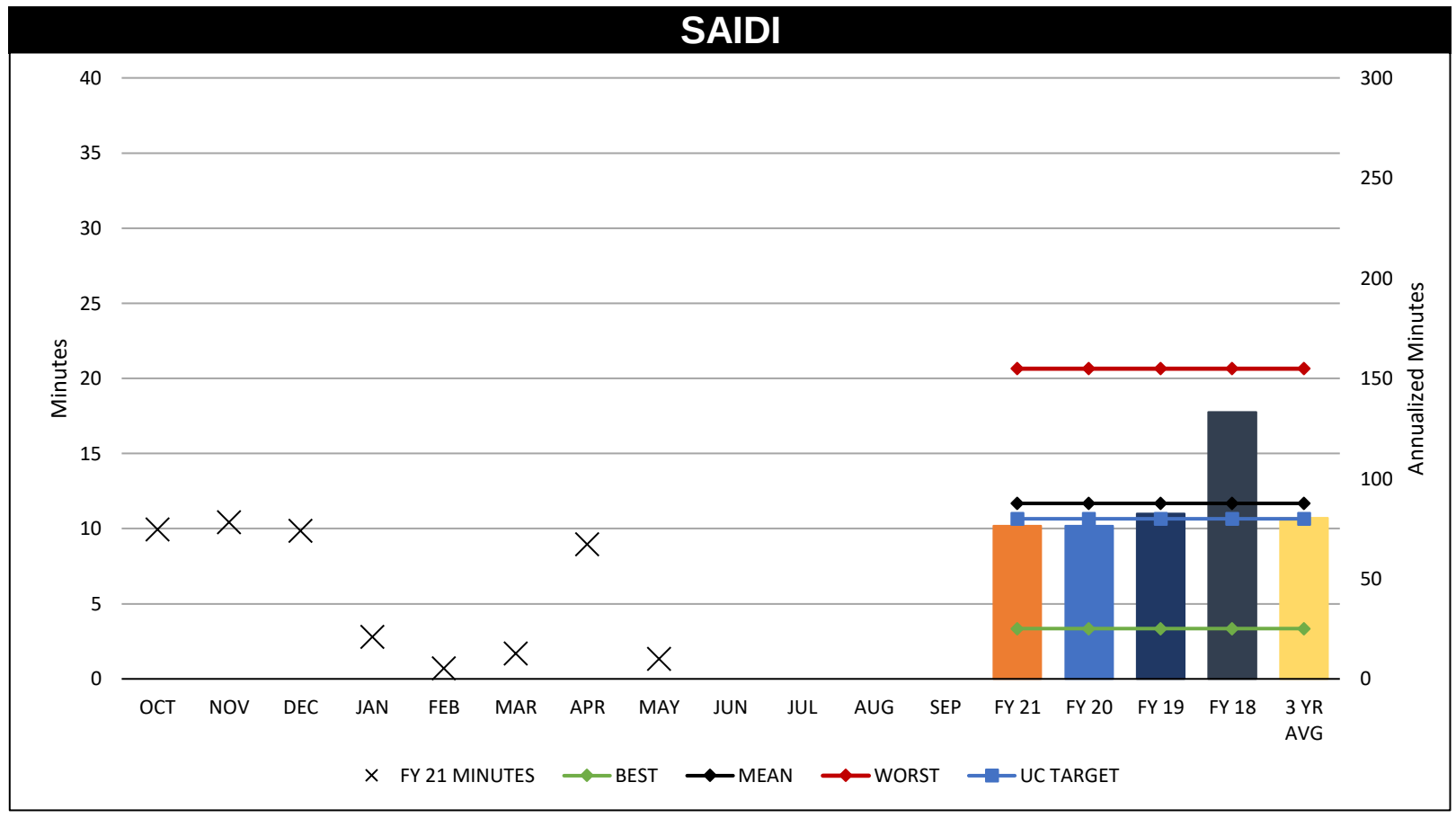
709 East 3rd AVE. - Water intrusion while repairing a line (aware of event but customer has not submitted claim for damages).

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

ELECTRIC RELIABILITY

REPORTING PERIOD: MAY 2021
TIM BEYRLE

MAY 2021 YTD 2021



DEFINITION: *System Average Interruption Duration Index*
This index is based on the amount of time the average UCNSB customer experiences a sustained outage (being without power for more than five minutes) in a given year. (Refer to FMPA Distribution Reliability Reports)

It is important to note that this value is annualized for reporting purposes.

$$\text{SAIDI} = \frac{\text{Sum of all Customer Minutes Interrupted}}{\text{Total number of Customers Served}}$$

TARGET: < 79.93

Significant Outage Events:
October 2020: (1) feeder outage due to vegetation, resulting in 199,368 customer minutes interrupted.
November 2020: (1) feeder outage - cause undetermined, resulting in 288,210 customer minutes interrupted.
December 2020: (1) feeder outage due to vehicle accident, resulting in 255,690 customer minutes interrupted.
January 2021: (1) feeder outage due to vehicle accident, resulting in 60,940 customer minutes interrupted.
February 2021: No significant outages (>10,000 customer minutes interrupted).
March 2021: (1) feeder outage due to equipment failure, resulting in 34,272 customer minutes interrupted.
April 2021: (1) feeder outage due to equipment failure, resulting in 162,126 customer minutes interrupted.
(1) feeder outage due to vegetation, resulting in 67,856 customer minutes interrupted.
**Line 26 is currently being addressed in the enhanced vegetation management plan.*
May 2021: No significant reportable outages (>10,000 customer minutes interrupted).
A transmission outage occurred on 5/20/2021, resulting in 1,843,039 customer minutes interrupted

In FY20 the UC identified and implemented a number multi-year Reliability Improvement Programs including:

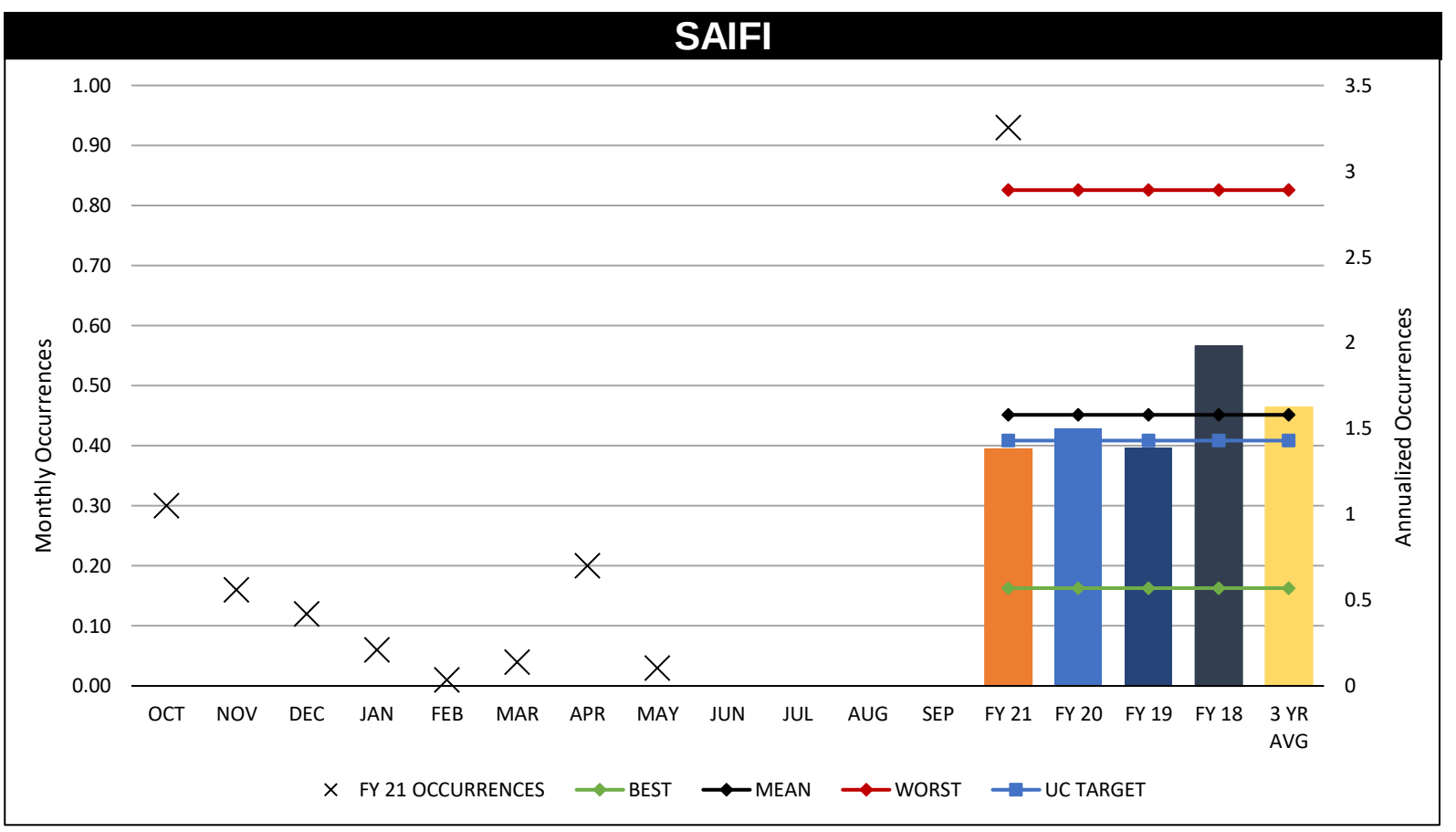
1) New Annual Vegetation Management Program - 3 year cycle, trimming by feeder. Feeders chosen for Year 1, Year 2 and Year 3 based upon historical metrics
2) Reliability and P&C studies by Industry Expert Burns & McDonnell to assist in the determination of appropriate equipment, coordination and location of sectionalizing devices to reduce outage impacts to customers. Trip Savers, Distribution Sectionalizers, Wildlife protection, Feeder reconfigurations, reconductoring and selective undergrounding are amongst the equipment planned for installation over the next 3-5 years.
3) New Distribution and Substation preventative maintenance programs. The UC is kicking off a review and implementation of preventative maintenance programs so that issues can be addressed before failures occur. FY 21 is dedicated to identifying and implementing the programs.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

ELECTRIC RELIABILITY

REPORTING PERIOD: MAY 2021
TIM BEYRLE

MAY 2021 | YTD 2021



DEFINITION: *System Average Interruption Frequency Index*
This index represents the number of times the average UCNSB customer experiences a sustained outage in a given year. (Refer to FMPA Distribution Reliability Reports)

It is important to note that the value denoted by an X on the graph is the number of monthly interruptions per customer and the bar on the right is annualized and indicates a year-end projection for the number of interruptions per customer.

$$\text{SAIFI} = \frac{\text{Total number of Customer Interruptions}}{\text{Total number of Customers Served}}$$

TARGET: < 1.43

October 2020: 0.30 based on 8,934 customer interruptions (See SAIDI comments). Worst performing feeder - Line 3 = 0.102.
November 2020: 0.16 based on 4,891 customer interruptions (See SAIDI comments). Worst performing feeder - Line 25 = 0.149.
December 2020: 0.12 based on 3,511 customer interruptions (See SAIDI comments). Worst performing feeder - Line 7 = 0.096.
January 2021: 0.06 based on 1,832 customer interruptions (See SAIDI comments). Worst performing feeder - Line 26 = 0.047.
February 2021: 0.01 based on 326 customer interruptions (See SAIDI comments). Worst performing feeder - Line 24 = 0.002.
March 2021: 0.04 based on 1,243 customer interruptions (See SAIDI comments). Worst performing feeder - Line 24 = 0.034.
April 2021: 0.20 based on 6,108 customer interruptions (See SAIDI comments). Worst performing feeder - Line 25 = 0.143.

**Lines 25 and 26 are included in year one of the Electric Reliability Improvement Plans. Additional sectionalizing expected in Q4 2021 (Q1 FY2022) which should allow for SAIFI reductions.*

May 2021: 0.03 based on 844 customer interruptions (See SAIDI comments). Worst performing feeder - Line 15 = 0.015.

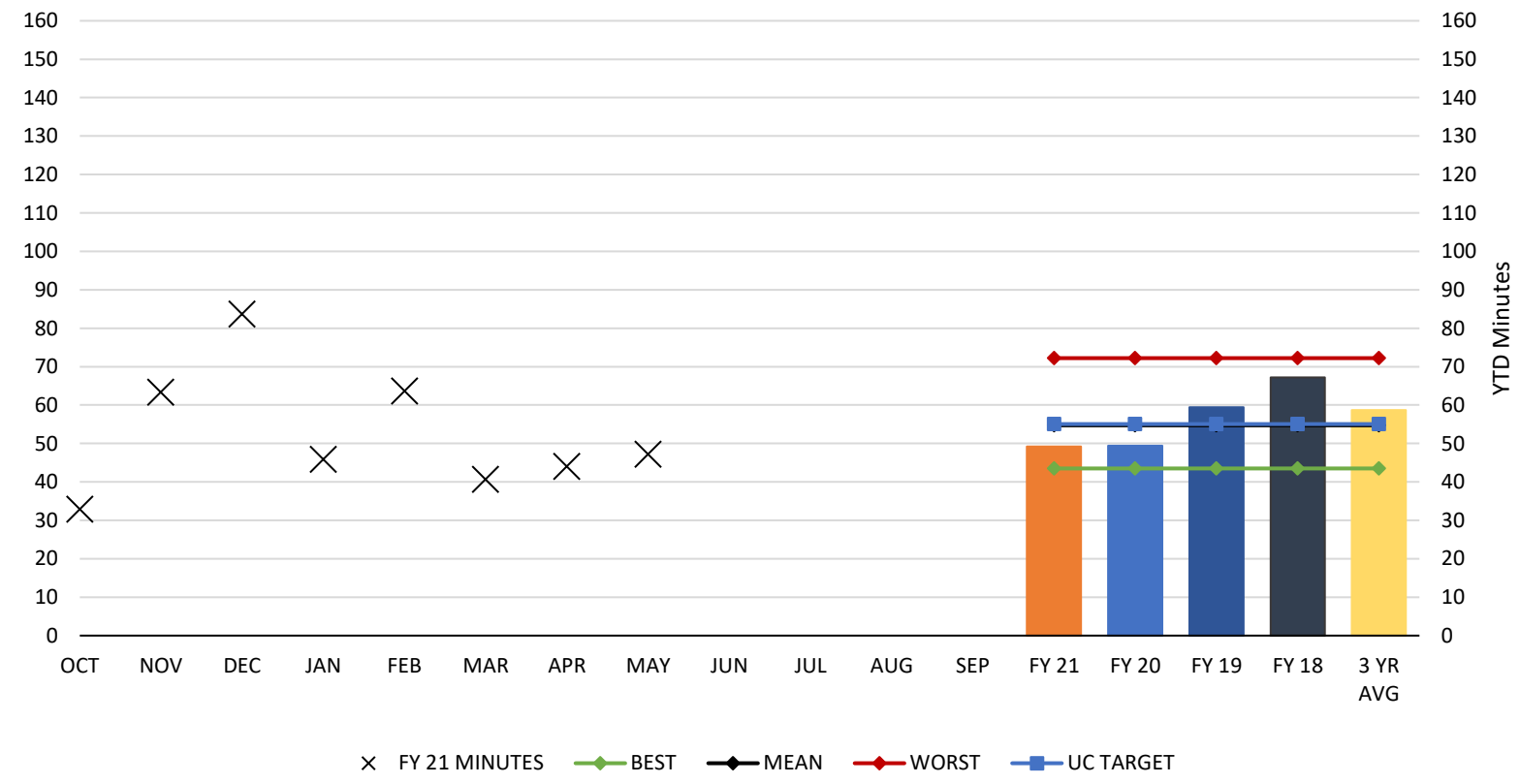
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

ELECTRIC RELIABILITY

REPORTING PERIOD: MAY 2021
TIM BEYRLE

MAY 2021 YTD 2021

CAIDI



DEFINITION: *Customer Average Interruption Duration Index*
This index represents the average restoration time when customers are impacted by a sustained outage. (Refer to FMPA Distribution Reliability Reports)

It is important to note that this value is reported as year-to-date and does not indicate a year-end projection.

$$\text{CAIDI} = \frac{\text{Sum of all Customer Minutes Interrupted (SAIDI)}}{\text{Total number of Customer Interruptions (SAIFI)}}$$

TARGET: < 55.05

December 2020: One extended feeder outage for 90 minutes, combined with a low number of outages overall contributed to the higher than expected CAIDI value. YTD CAIDI remains within target.

Percentage of outage calls outside of regular working hours

October 2020	52%	April 2021	61%
November 2020	36%	May 2021	36%
December 2020	38%		
January 2021	50%		
February 2021	59%		
March 2021	29%		

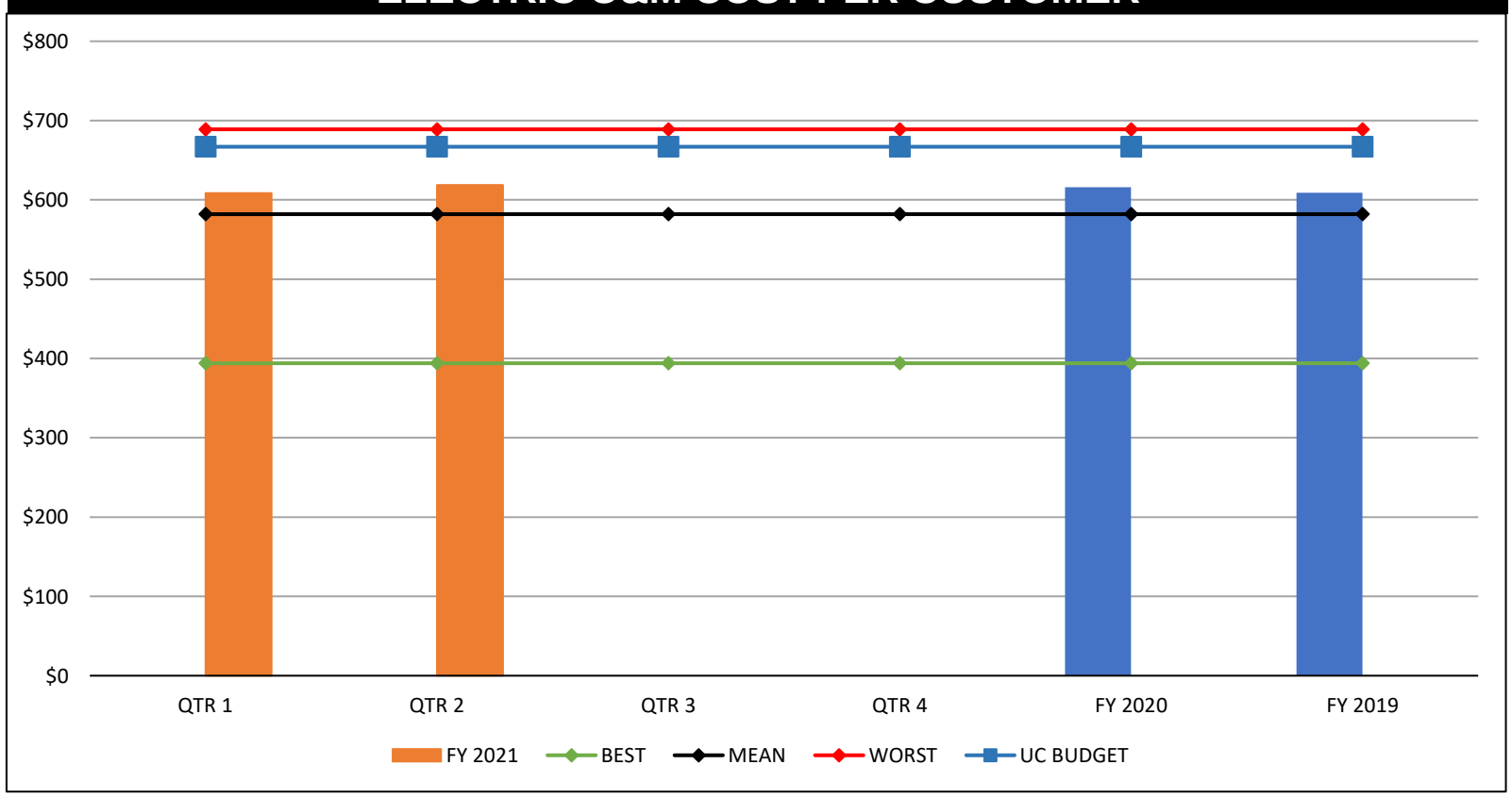
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

FINANCIAL MANAGEMENT

REPORTING PERIOD: MAY 2021
EFREN CHAVEZ

QTR 2 YTD 2021

ELECTRIC O&M COST PER CUSTOMER



DEFINITION: The ratio of total electric utility operation and maintenance expenses, excluding all costs of power supply, to the total number of ultimate customers. Operation and maintenance expenses include the costs of transmission, distribution, customer accounting, customer services, sales, and administrative and general expenses. The costs of power supply (generation and all purchased power) are excluded from the ratio. This ratio can be affected by population density and the mix of customers between various classes (residential, commercial, industrial, or other). (Refer to American Public Power Association Financial and Operating Ratios.)

$$\text{Electric O\&M Cost Per Customer} = \frac{\text{Total O\&M Expenses - Purchased Power}}{\text{Total Number of Customers}}$$

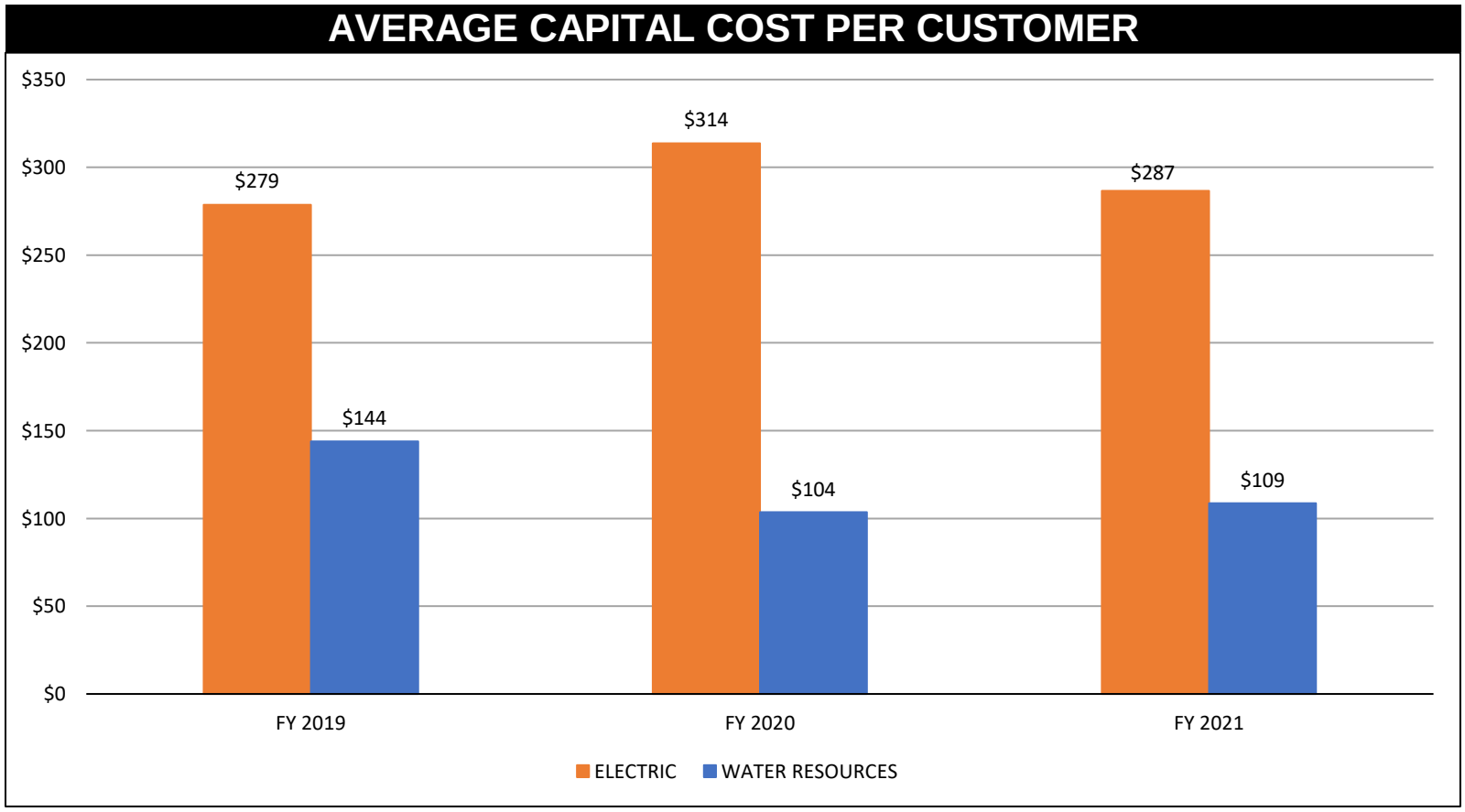
TARGET: < $667 (UC FY 2021 Budget)

October 2020 = $548
November 2020 = $560
December 2020 = $609
January 2021 = $592
February 2021 = $613
March 2021 = $619
April 2021 = $626
May 2021 = $618

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

FINANCIAL MANAGEMENT

REPORTING PERIOD: MAY 2021
EFREN CHAVEZ



DEFINITION: The ratio of total, annual, capital expenses to the total number of retail customers. This ratio measures the average capital expenditure incurred by the utility on behalf of each retail customer. Capital expenditure is money spent by the utility on acquiring, upgrading, or maintaining fixed assets, such as property, plant, and equipment.

*Admin/IT/Central Services Projects to highlight: WUC, RTU/SCADA, Facilities Security

*Electric Projects to highlight: Smyrna Substation Expansion, New Feeder Line I-95, Switchgears Osmose Pole Inspections/Replacements, 10th St. FDOT Relocations, Line 17 Turnbull/Pioneer CW, 115Kv Smyrna/Field St Switch, Substation RTUs, Field St Substation Capacitor Bank, Grid Mod

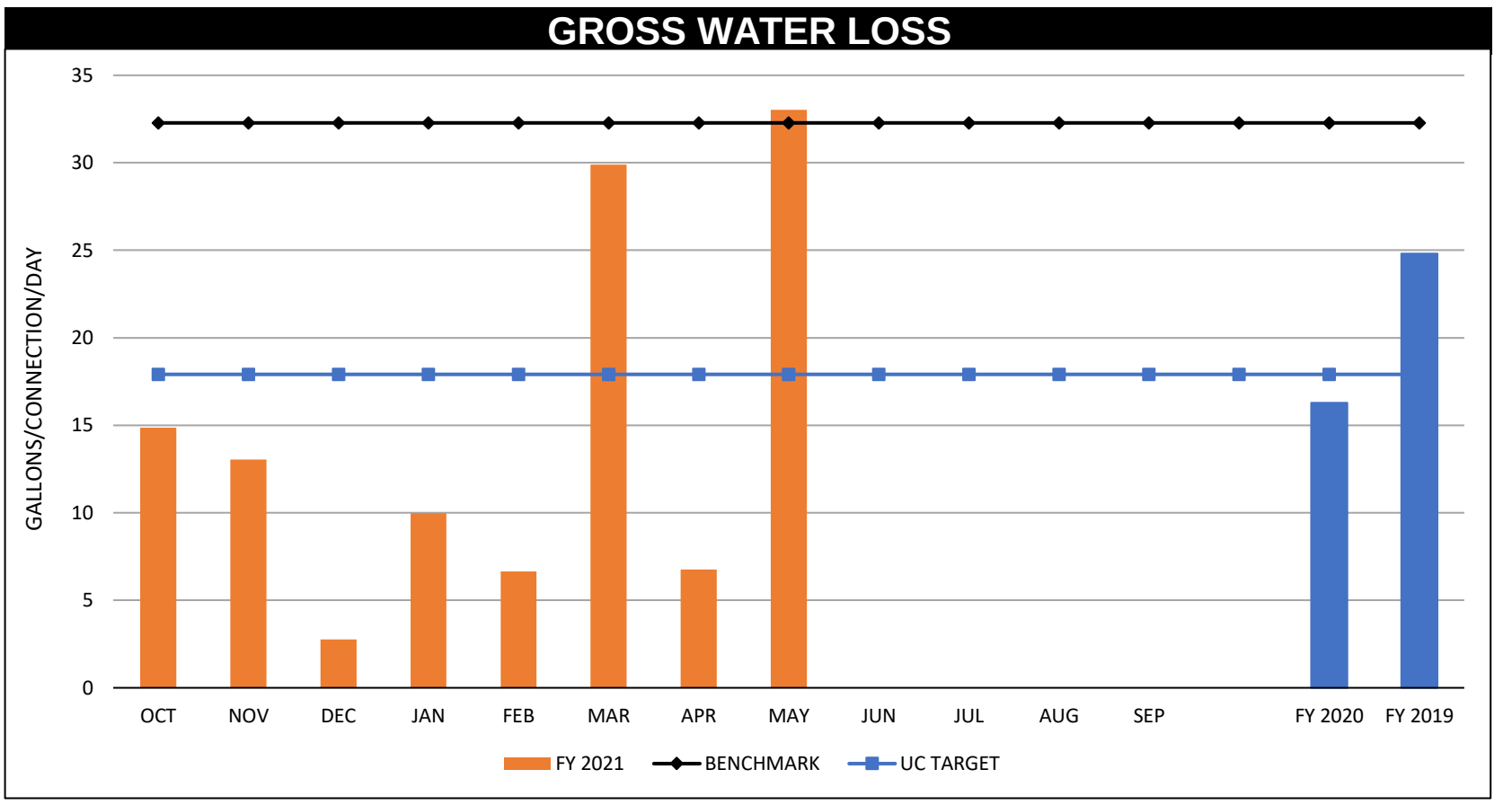
*Water Resources Projects to highlight: GWTP Hypochlorite/Ammonia Feed, Lift Station #5 Reconstruction 5th St Bridge FDOT Relocations, Barracuda Bridge FDOT Relocations, 10th St. FDOT Relocations, PLC Replacement, South Beach Pump Station Upgrade, Spruce St. Water Main Improvements, Glencoe Farms Rd. Water Main Improvements

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

WATER PRODUCTION

REPORTING PERIOD: MAY 2021
TOM WEST

MAY 2021 | YTD 2021



DEFINITION:	Water loss control represents the efforts of water utilities to provide accountability in their operation by reliability auditing their water supplies and implementing controls to minimize system losses. Utilities incur real losses from pipeline leakage, incorrect plant metering, and flushing, etc. and apparent losses when customer water consumption is not properly measured or billed. (Refer to American Water Works Association: 2018 AWWA Utility Benchmarking) Gross Loss = WTP effluent meter reading - Billed to customers		
TARGET:	17.91 g/c/d (based on past 3 years' average)	BENCHMARK:	32.28 g/c/d (AWWA median)

*The UC flushes more than our northern counterparts due to higher Florida temperatures causing chlorine to dissipate faster. This makes our adjusted water losses greater than that of the AWWA's nationally derived benchmark.

*The "WTP finished meter reading" is a precise month of data, as compared to the "billed to customers" (which has several cycles within a month and some monthly overlap). This will all average out over the course of the year.

March 2021: Larger than normal gross water loss due to the timing of billing compared to plant readings (see above): February is a short month (shorter reading cycles) and billing lags into March. This coupled with high consumption from Bike Week and the start of Spring Break (in March) at the Plant would lead to a high "paper" loss.

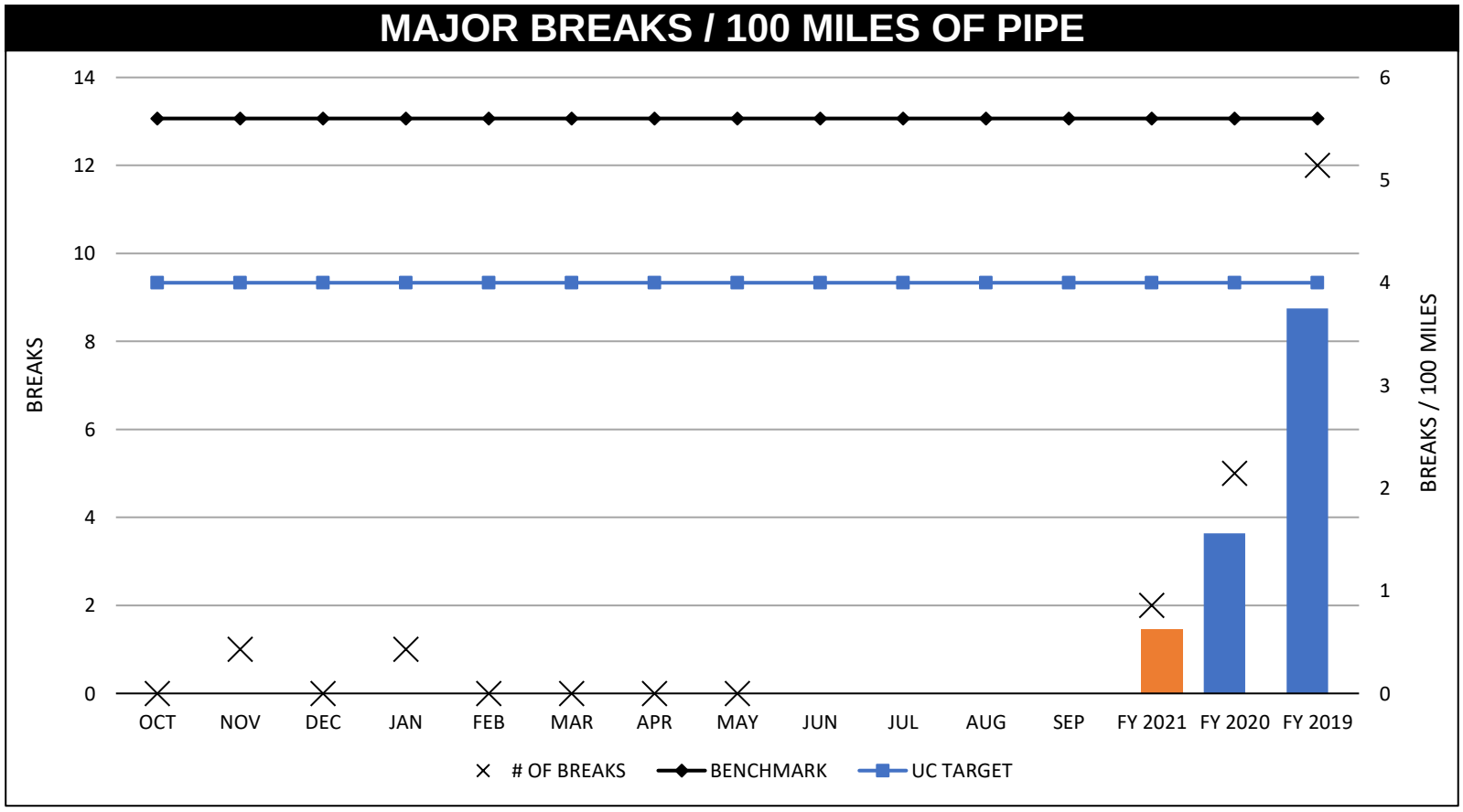
May 2021: Larger than normal gross water loss due to the timing of billing compared to plant readings. This is a paper loss.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

WATER OUTAGES

REPORTING PERIOD: MAY 2021
TOM WEST

MAY 2021 YTD 2021



DEFINITION: A break is physical damage to a potable water main pipe (6" or larger), valve, hydrant, or appurtenance that results in an abrupt loss of water, requires de-pressurizing the water main to repair, and requires a Precautionary Boil Water Notice (PBWN). A major leak, does not constitute a major break, is physical damage to a potable water main pipe (6" or larger), valve, hydrant, or appurtenance that is able to be repaired with a repair clamp without de-energizing and does not require a Precautionary Boil Water Notice. This indicator quantifies the condition of a water distribution system. (Refer to American Water Works Association: 2018 AWWA Utility Benchmarking)

$$\text{Breaks/100 miles of pipe} = \frac{\text{(total number of breaks x 100)}}{\text{total miles of distribution system pipe}}$$

TARGET: < 4.0 (based last 3 years' average)

BENCHMARK: < 5.6 (AWWA median)

November 2020: 956 Beach Fern Pl. - Contractor hit 3" water main.

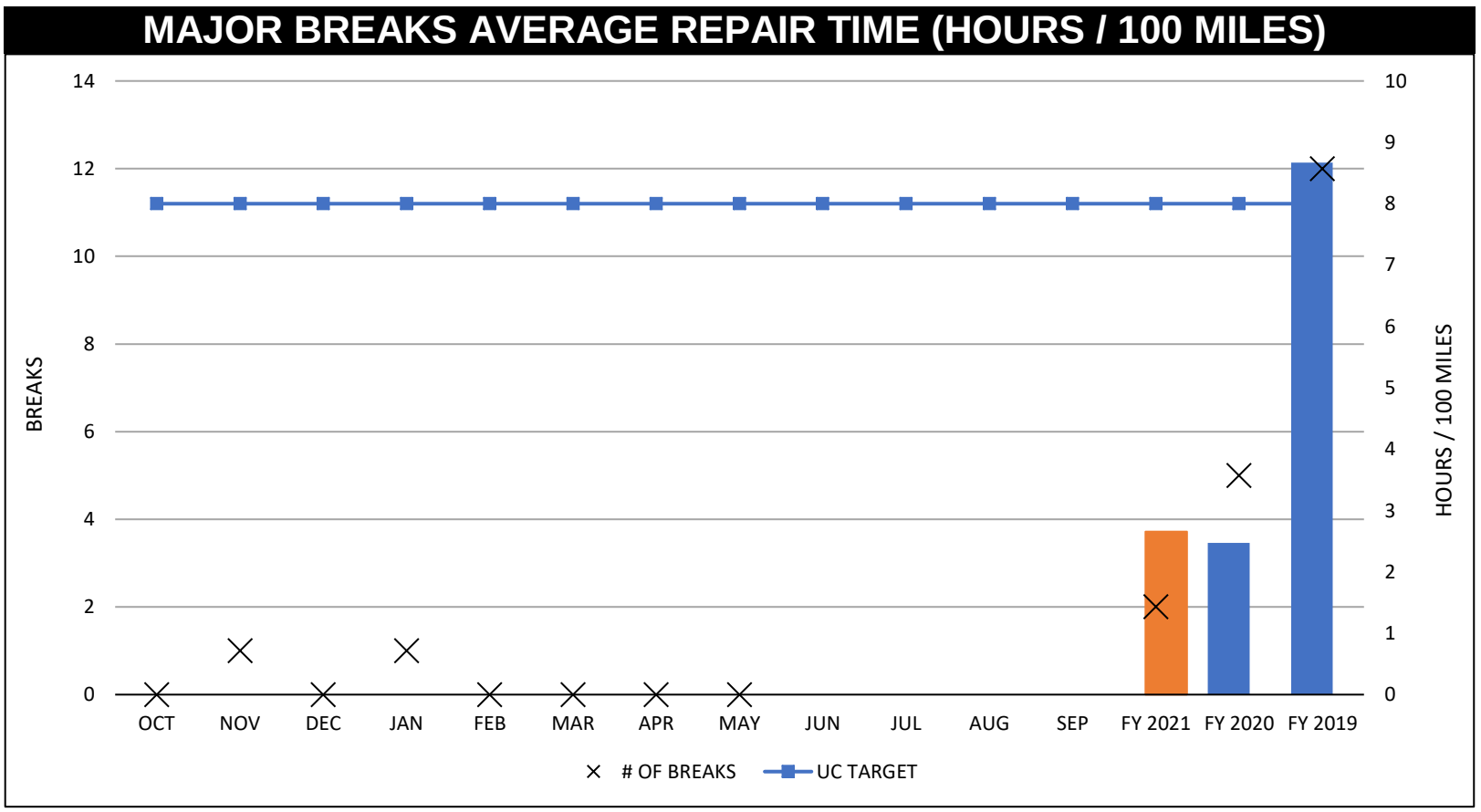
January 2021: Turnbull / Industrial - Failed 12" AC main.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

WATER OUTAGES

REPORTING PERIOD: MAY 2021
TOM WEST

MAY 2021 YTD 2021



DEFINITION: The average time to repair a potable break. This indicator reflects how long, on average, the utilities customers are without water due to an unplanned outage. (Refer to American Water Works Association: 2018 AWWA Utility Benchmarking)

Corrective linear maintenance to distribution system length (hr/100 miles of pipe) = $\frac{\text{Total time for corrective maintenance X 100}}{\text{Total miles of distribution system piping}}$

TARGET: < 8 hours/100 miles (based last 3 years' average)

BENCHMARK: < 315 hours/100 miles (AWWA top quartile)

November 2020: 956 Beach Fern Pl. - Contractor hit 3" water main.

January 2021: Turnbull / Industrial - Failed 12" AC main.

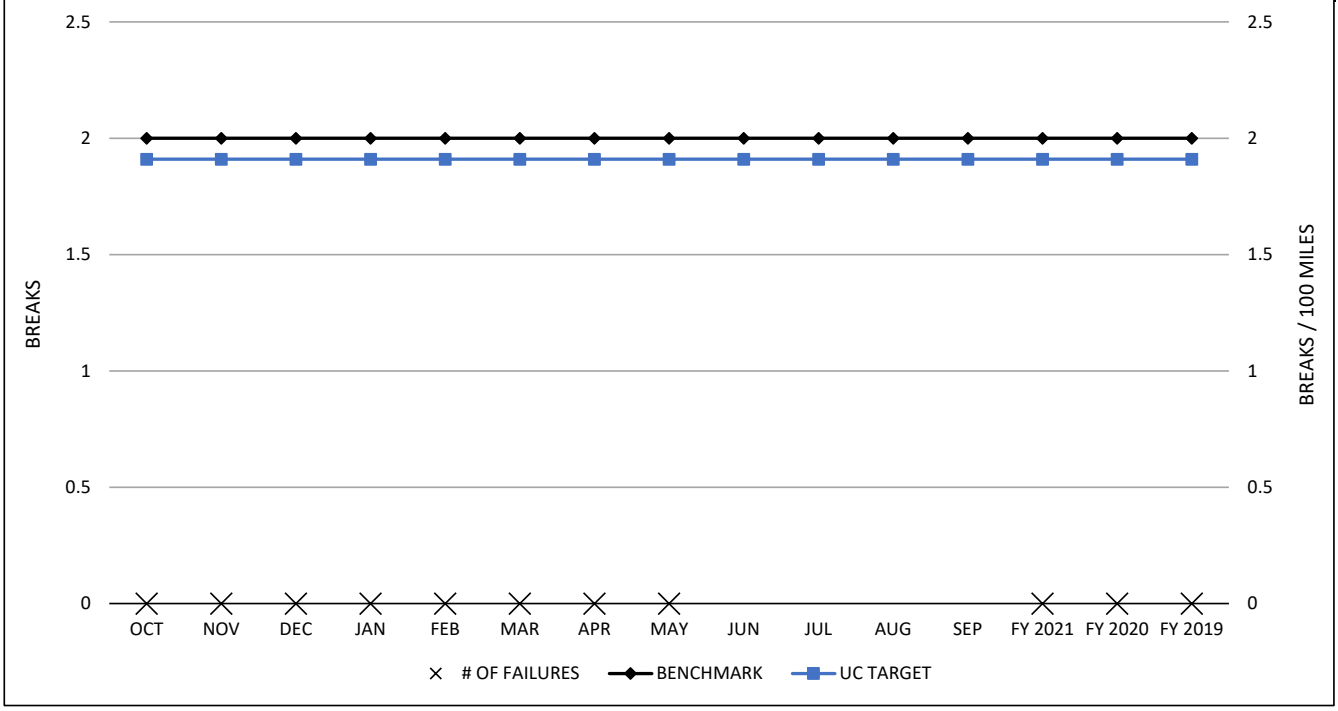
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

WASTEWATER OUTAGES

REPORTING PERIOD: MAY 2021
TOM WEST

MAY 2021 | YTD 2021

MAJOR BREAKS / 100 MILES OF PIPE



DEFINITION: This indicator quantifies the condition of a wastewater collection system expressed as the annual number of failures per 100 miles of collection system piping. A collection system failure is a loss of capacity resulting from a flow restriction in gravity (8" or larger) or pressurized wastewater system. (Refer to American Water Works Association: 2018 AWWA Utility Benchmarking)

$$\text{Collection System Integrity} = \frac{\text{Total number of failures} \times 100}{\text{Total miles of collection system piping}}$$

TARGET: < 1.91

BENCHMARK: < 2 (AWWA median)

*There were no major breaks in fiscal years 2019 and 2020.

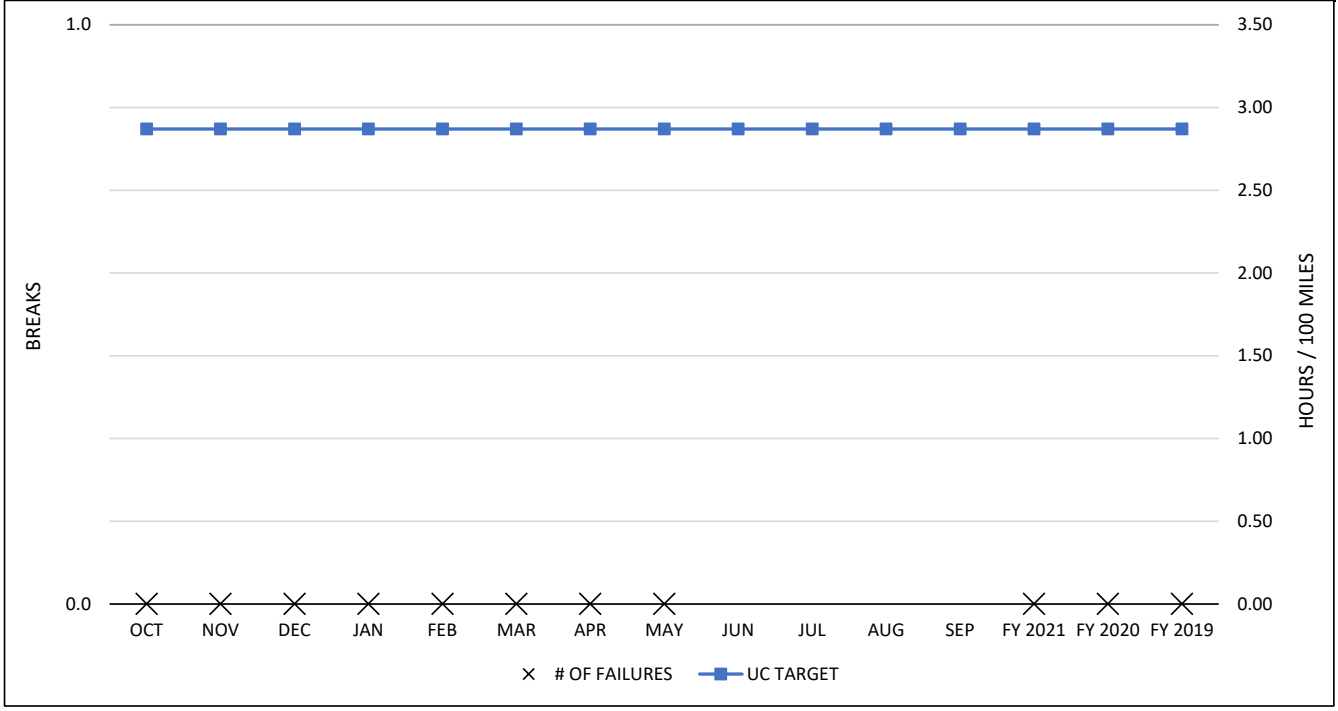
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

WASTEWATER OUTAGES

REPORTING PERIOD: MAY 2021
TOM WEST

MAY 2021 | YTD 2021

MAJOR BREAKS AVERAGE REPAIR TIME (HOURS /100 MILES)



DEFINITION: This indicator reflects how long, on average, it took the utilities to repair a wastewater break. Reporting commenced March 2019.

Corrective linear maintenance to collection services length (hr/100 miles of pipe) = $\frac{\text{Total time for corrective maintenance X 100}}{\text{Total miles of collection system piping}}$

TARGET: < 2.87 hours/100 miles

BENCHMARK: < 88 hours/100 miles (AWWA top quartile)

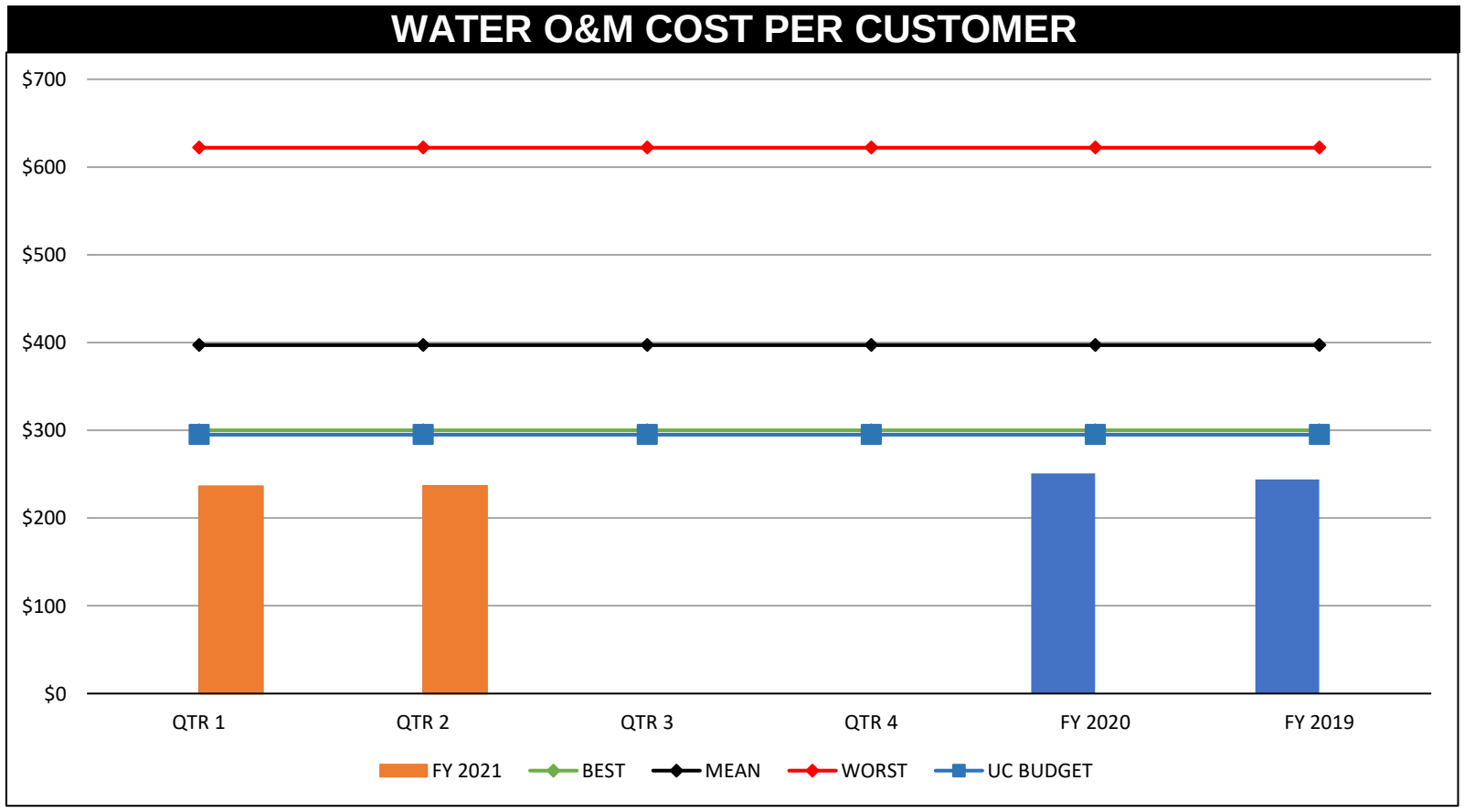
*There were no major breaks in fiscal years 2019 and 2020.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

FINANCIAL MANAGEMENT

REPORTING PERIOD: MAY 2021
EFREN CHAVEZ

QTR 2 YTD 2021



DEFINITION: The ratio of total water operation and maintenance expenses (less depreciation expense) to the total number of ultimate customers. Operation and maintenance expenses include the costs of transmission, distribution, collection, customer accounting, customer services, sales, and administrative and general expenses. This ratio can be affected by population density and the mix of customers between various classes (residential, commercial, multi-family, or other). (Refer to American Water Works Association: 2018 AWWA Utility Benchmarking)

$$\text{Total O\&M Cost of Potable Water} = \frac{\text{Total O\&M Expenses - Depreciation Expense}}{\text{Total Number of Potable Water Accounts}}$$

TARGET: < $295 (UC FY 2021 Budget)

October 2020 = $177
November 2020 = $211
December 2020 = $236
January 2021 = $231
February 2021 = $235
March 2021 = $237

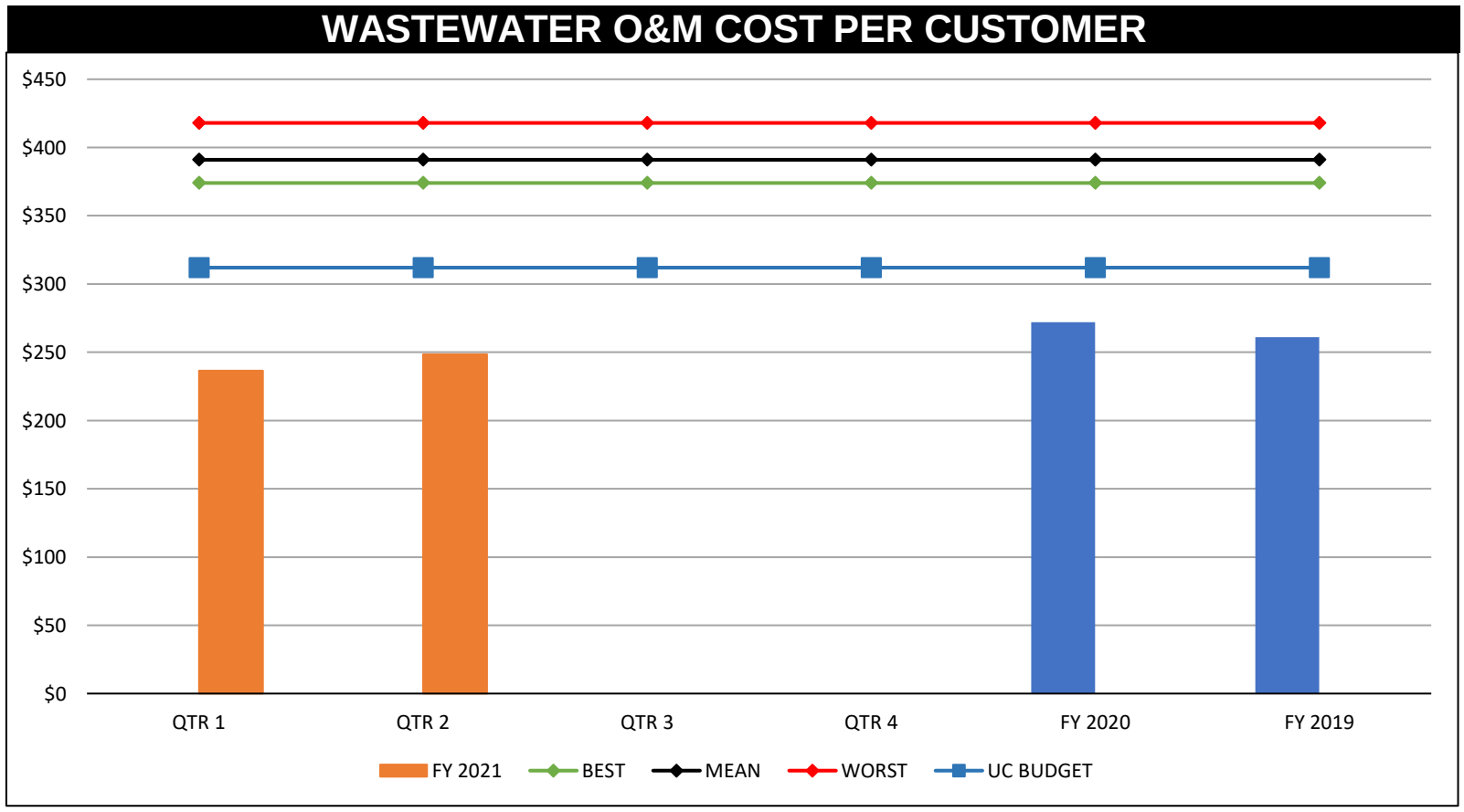
April 2021 = $247
May 2021 = $247

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

FINANCIAL MANAGEMENT

REPORTING PERIOD: MAY 2021
EFREN CHAVEZ

QTR 2 YTD 2021



DEFINITION: The ratio of total wastewater (including reuse) operation and maintenance expenses (less depreciation expense) to the total number of ultimate customers. Operation and maintenance expenses include the costs of transmission, distribution, collection, customer accounting, customer services, sales, and administrative and general expenses. This ratio can be affected by population density and the mix of customers between various classes (residential, commercial, multi-family, or other). (Refer to American Water Works Association: 2018 AWWA Utility Benchmarking)

$$\text{Total O\&M cost of wastewater} = \frac{\text{Total O\&M Expenses - Depreciation Expense}}{\text{Total Number of Wastewater Accounts}}$$

TARGET: < $312 (UC FY 2021 Budget)

October 2020 = $198
November 2020 = $222
December 2020 = $237
January 2021 = $242
February 2021 = $245
March 2021 = $248

April 2021 = $259
May 2021 = $260

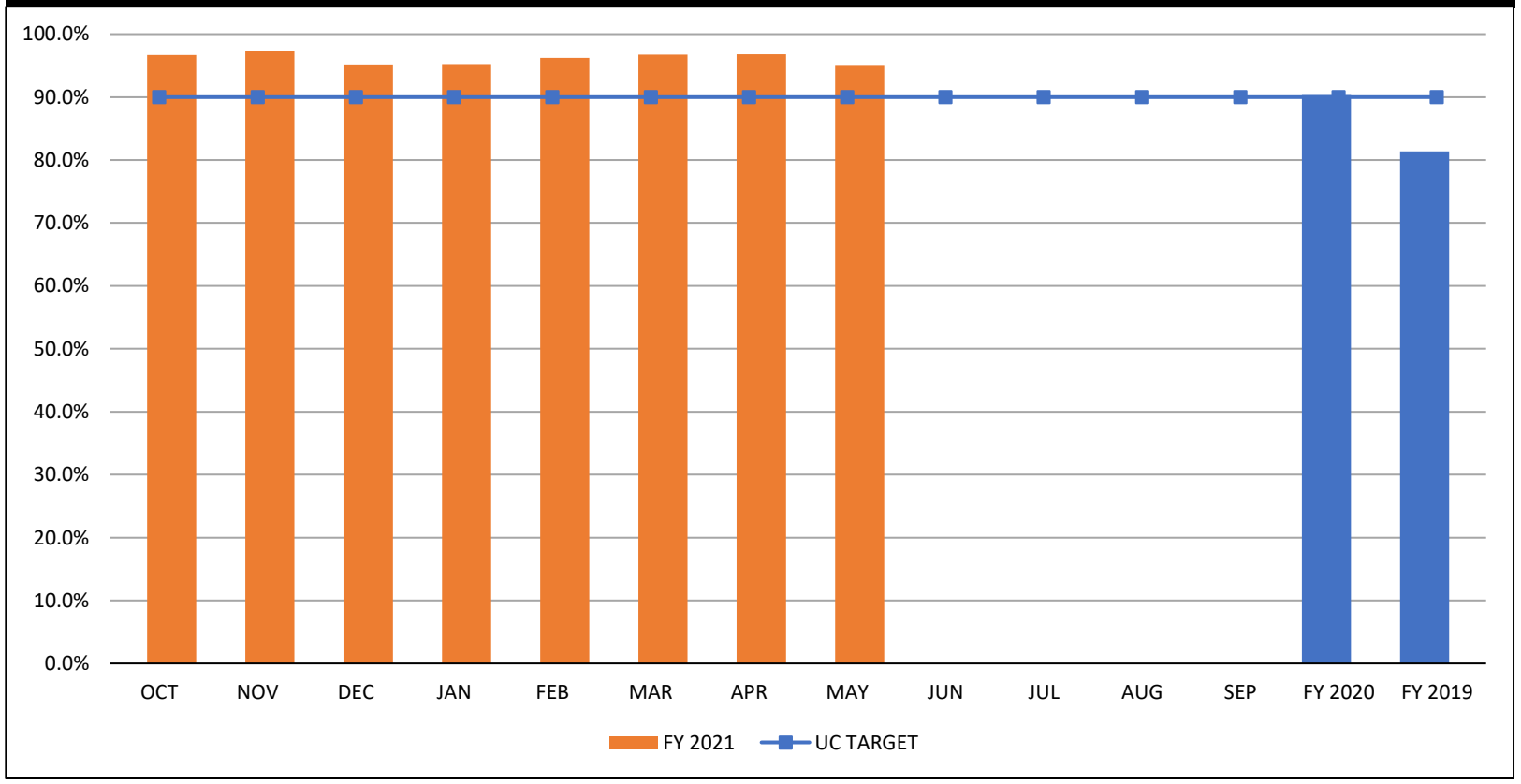
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

CUSTOMER SERVICE

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

MAY 2021 YTD 2021

CUSTOMER SERVICE LEVEL



DEFINITION:	The percentage of calls answered within 60 seconds. This number is directly affected by staffing levels, outages, and walk-in traffic.
TARGET:	> 90% answered within 60 seconds

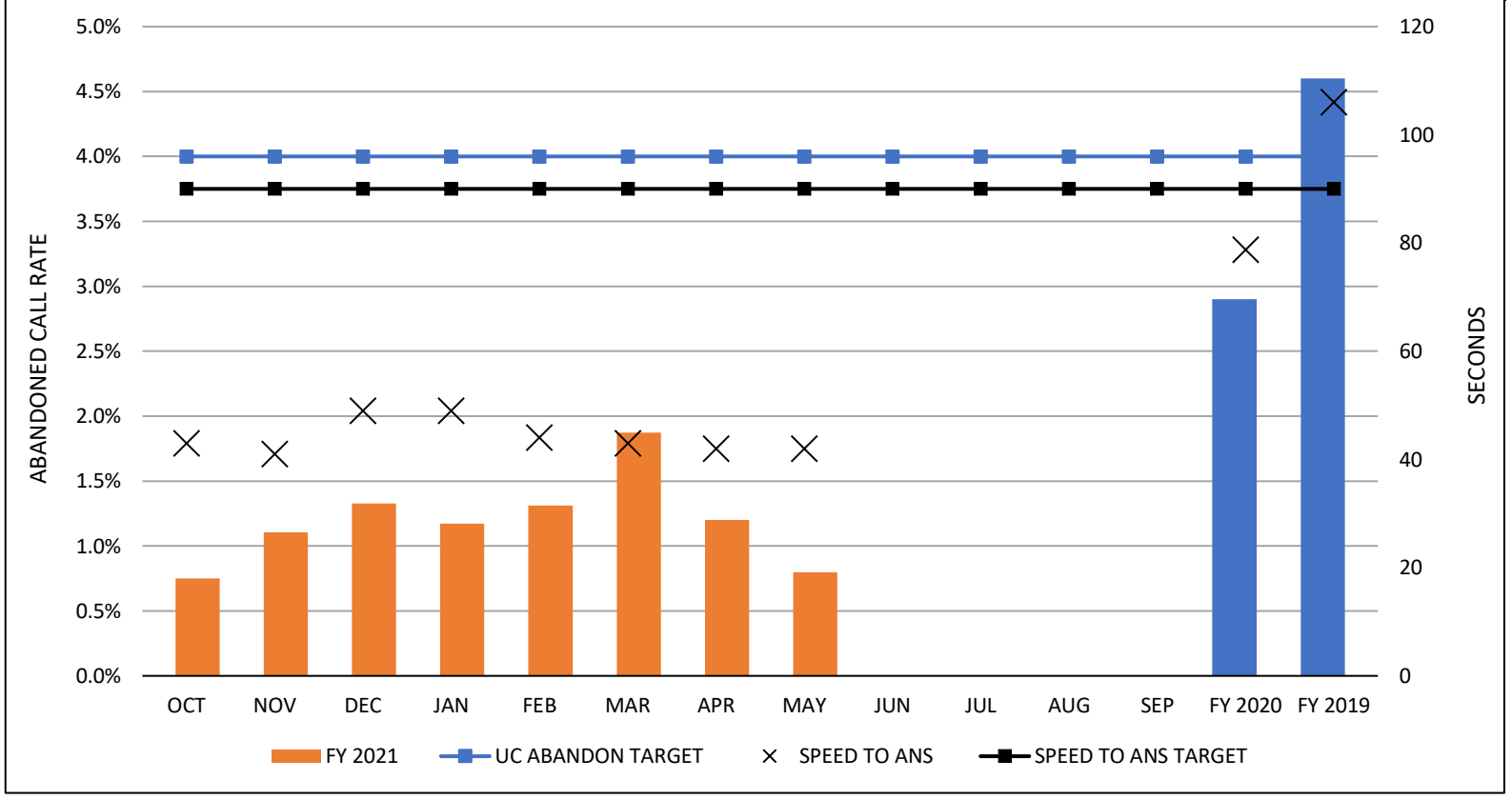
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

CUSTOMER SERVICE

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

ABANDONED MAY 2021 YTD 2021
SPEED TO ANS MAY 2021 YTD 2021

ABANDONED CALL RATE COMPARED TO AVERAGE SPEED TO ANSWER



DEFINITION:

Abandoned Call Rate : The percentage of calls that hang up or dequeue for voicemail after 30 seconds of hold time. Per Cisco, call center standard is to not count a call as abandoned if they hang up or dequeue within the first 120 seconds of hold time.

Average Speed to Answer: The average amount of time it takes for calls to be answered in a call center during a specific time period. This includes the amount of time callers wait in a waiting queue and while the Customer Service Representative's phone rings however, does not include the time it takes for callers to navigate through the IVR. This number is directly affected by staffing levels, outages, and walk-in traffic.

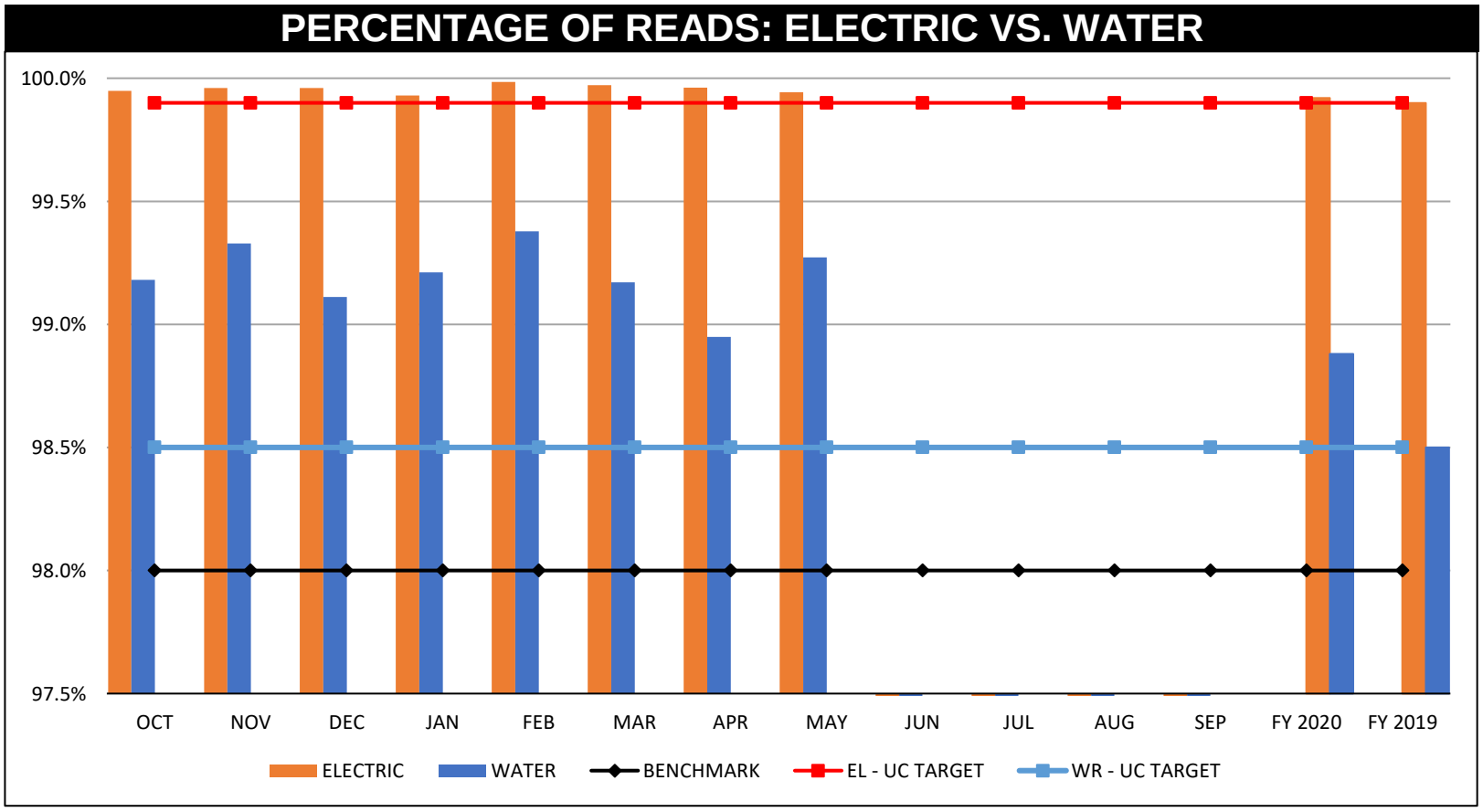
TARGET: Abandon < 4.0% Speed to Answer: < 90 seconds

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

METER READING

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

ELECTRIC	MAY 2021	YTD 2021
WATER	MAY 2021	YTD 2021



DEFINITION: The percent of actual meters read for the reporting period out of the total number of meters. Total meters less re-reads less estimated. The variance between services is directly related to Electronic Meter Reading, the majority of electric meters are radio read. (Refer to American Public Power Association Customer Service Survey.)

ELECTRIC TARGET: > 99.92%
WATER TARGET: > 98.55%

BENCHMARK: > 98%

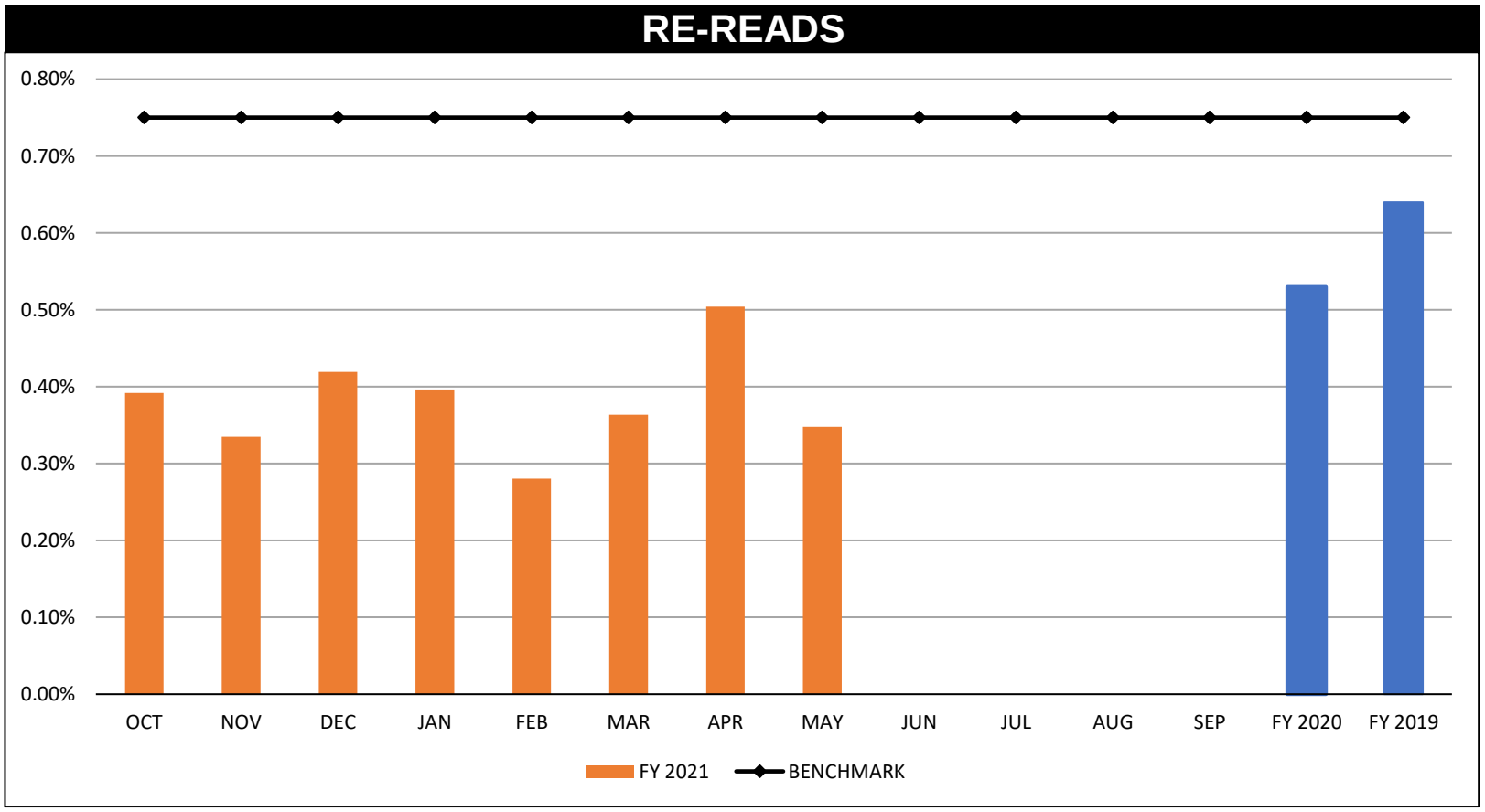
April 2021- Due to several days of heavy rainfall many water meter boxes were flooded, requiring rereads for accurate billing.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

METER READING

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

MAY 2021 YTD 2021



DEFINITION:	Percent of meter re-reads after initial reading, prior to billing, in effort to minimize estimated bills. Re-reads can be due to a number of reasons such as, inclement weather, accessibility, damaged/ failing equipment, or human error. This is the percent of rereads divided by the total number of reads for the reporting period.
TARGET:	< 0.75%

April 2021- Due to several days of heavy rainfall many water meter boxes were flooded, requiring rereads for accurate billing.

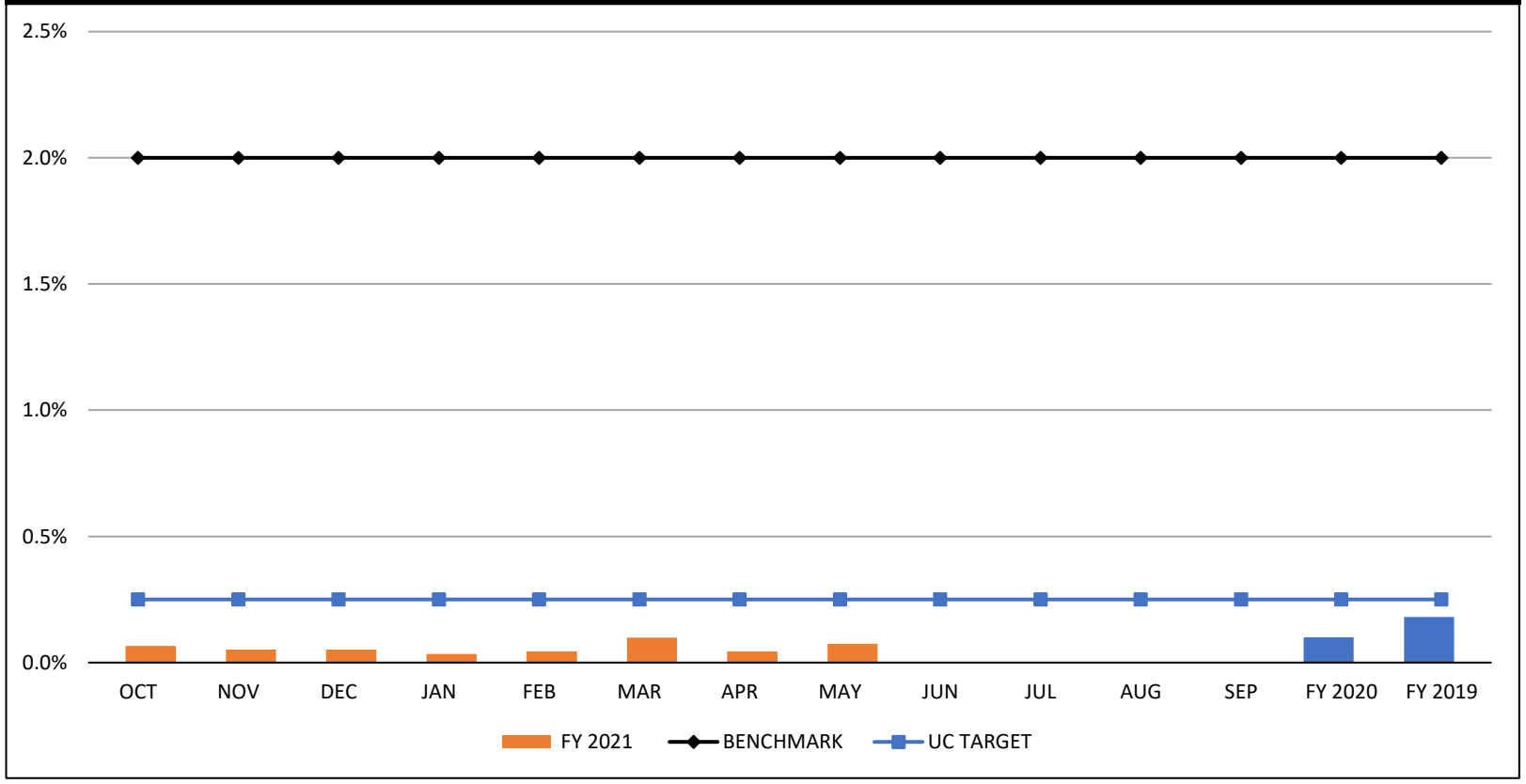
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

BILLING & COLLECTIONS

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

MAY 2021 YTD 2021

PERCENT OF ESTIMATED BILLS



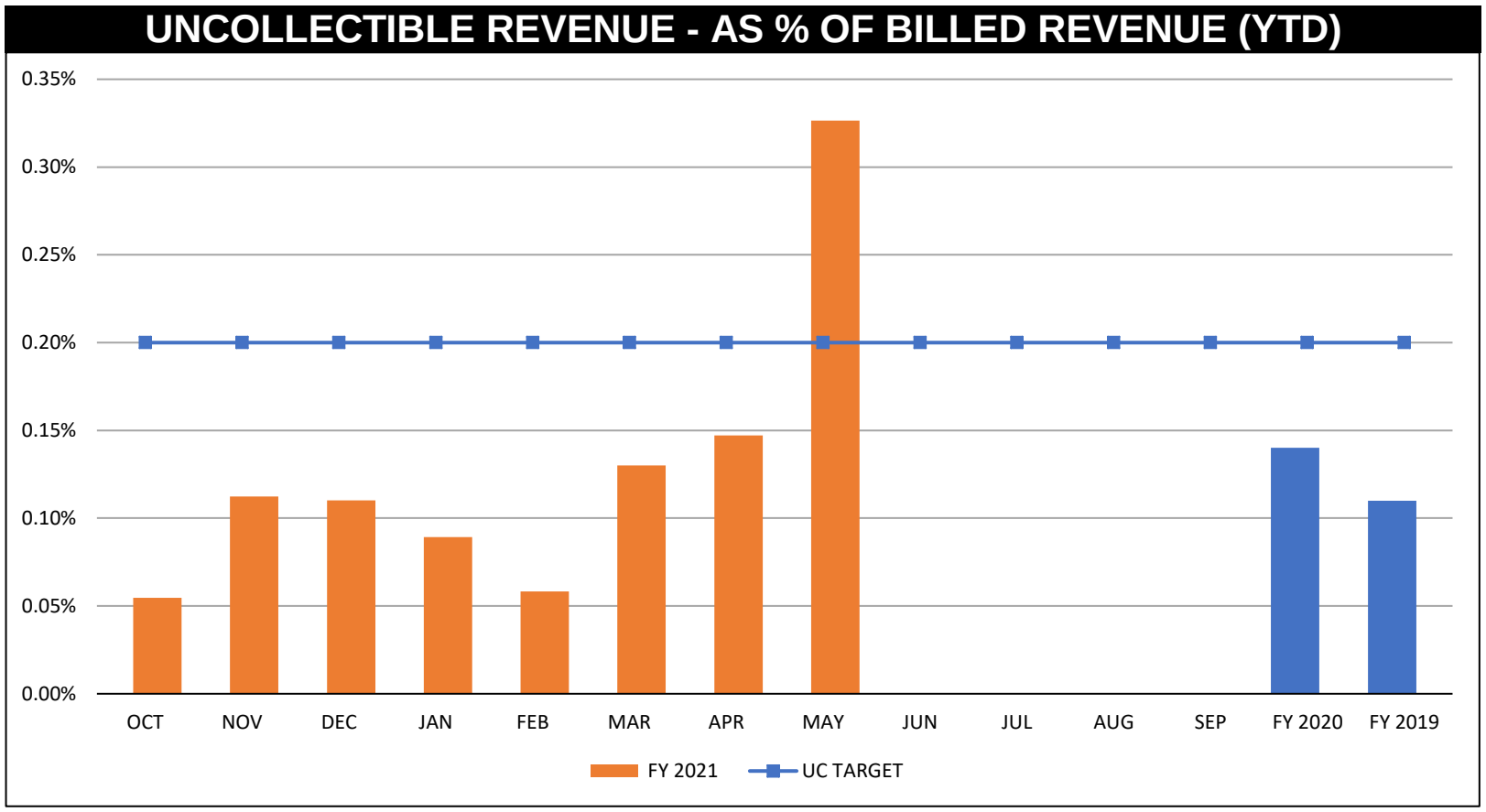
DEFINITION:	Percent of utility bills estimated. (Refer to American Public Power Association Customer Service Policies Survey- average estimated is 2%)		
TARGET:	< .25%	BENCHMARK:	< 2%

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

BILLING & COLLECTIONS

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

MAY 2021 YTD 2021



DEFINITION: Percentage of revenue charged off to third party collection agency by reporting period.

TARGET: < .20% (based on past 2 years' averages)

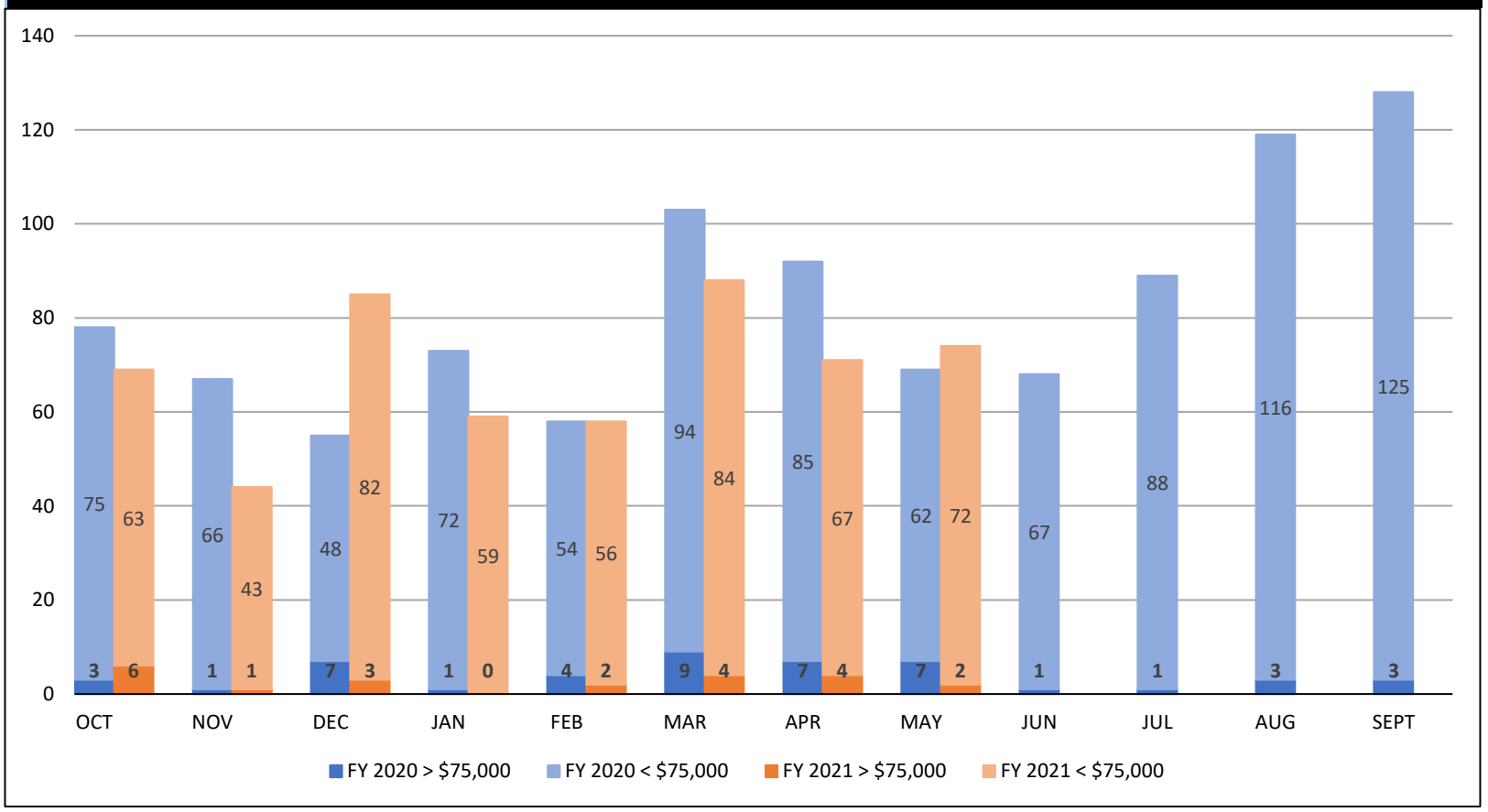
May 2021: May's Uncollectible Revenue is a direct result of customers impacted by COVID that were disconnected for non-payment after a 3.5 month moratorium on collections, and never reconnected. Although it exceeds our monthly target, it is expected to steadily decline over the next several months and our YTD Rate and YE Forecast are still below target.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

MATERIALS MANAGEMENT

REPORTING PERIOD: MAY 2021
MAUREEN LYNCH

TOTAL PURCHASE ORDERS ISSUED



DEFINITION: The volume of purchase orders processed in the reporting period.

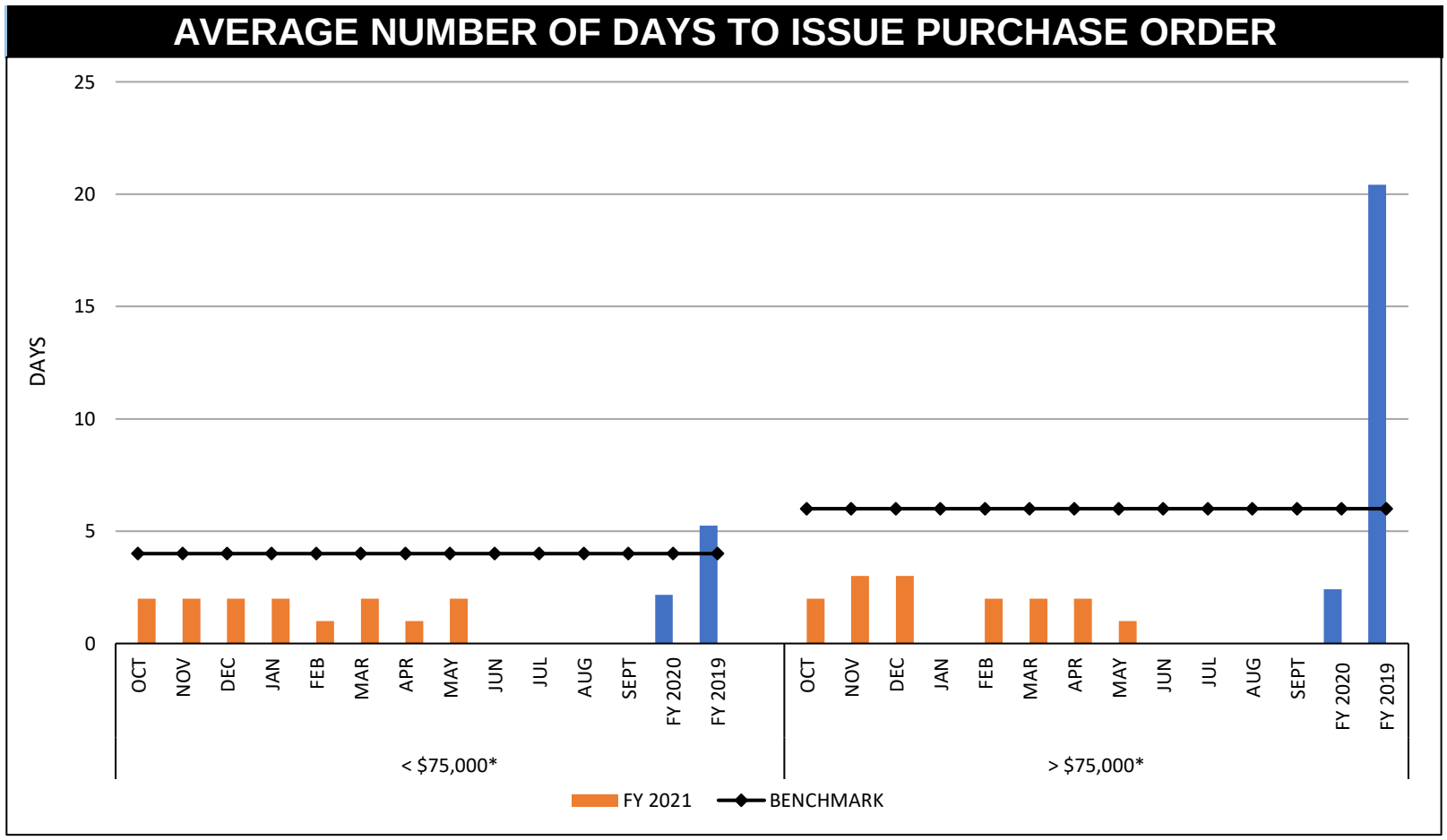
Active Solicitations: ITB 11-21 Barracuda Bridge Utility Replace;ITB 13-21 L.S. 5 Reconstr.;ITB 15-21 Reuse Reservoir Exp.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

MATERIALS MANAGEMENT

REPORTING PERIOD: MAY 2021
MAUREEN LYNCH

< $75,000	MAY 2021	YTD 2021
> $75,000	MAY 2021	YTD 2021



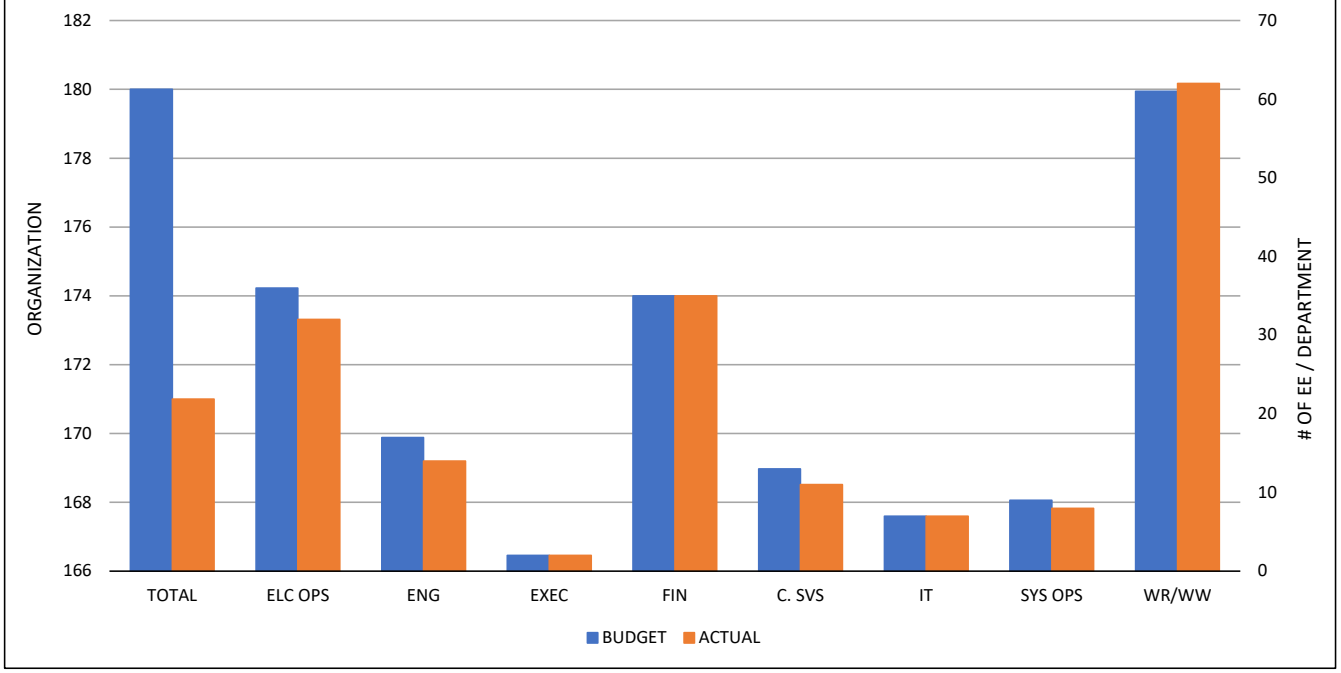
DEFINITION:	The average number of days it took, beginning with the requisition, to issue the purchase order. The National Institute of Government Procurement has determined the average cycle time for small purchases as approximately 8 days and formal requests to be approximately 20 days.
TARGET:	< 4 days (< $75,000) < 6 days (> $75,000)

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

HUMAN RESOURCES

REPORTING PERIOD: MAY 2021
BRITNEY BECK

EMPLOYEE COUNT (ACTUAL VS. BUDGET)



NOTES:

Electric Operations is under budget by (5) positions: (3) Lineman; (1) Supervisor S/R; (1) Dir. of Ele.
Central Services is under budget by (3) positions: (2) HR Generalists; (1) Facilities
Water Resources is currently over budget by (1).
Engineering is under budget by (2) positions: (1) Electrical Engineer; (1) Manager, Civil
System Operations is under budget by (1) position: System Operator

January 2021: three (3) Linemen resigned.

February 2021: one (1) Lineman resigned. two (2) Linemen rehired. Manager, Safety & Risk retired. Manager, Safety & Risk hired. one (1) System Operator resigned.

March 2021: (1) Electrical Engineer resigned. (2) Apprentice Linemen hired. (1) LS Operator hired. (1) Apprentice Resigned.

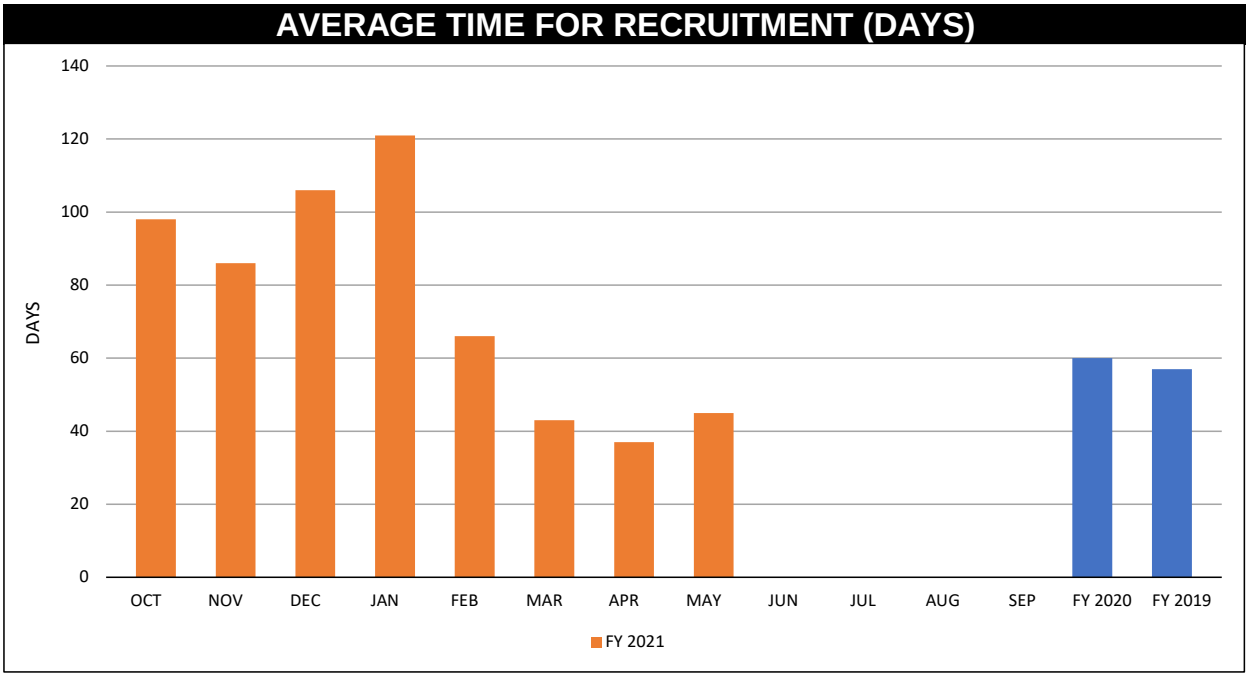
April 2021: (1) Interim Director, Electric resigned.

May 2021: (1) LS Operator hired; (1) Electrical Engineer hired

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

HUMAN RESOURCES

REPORTING PERIOD: MAY 2021
BRITNEY BECK



DEFINITION: This measures the time between the job announcement of an employee who is leaving the company and the selection of a candidate who will fill the opening. (Refer to Society for Human Resources Management (www.shrm.org) Talent Acquisition Benchmarking Report 2017.)

October 2020: Actively recruiting: Operator Trainee, WRF; 1 Lineman; 2 AP Lineman; System Operator; HDT; Electrical Engineer
November 2020: Actively recruiting: 2 Lift Station Operators; 1 Lineman; 2 AP Lineman; HDT; Electrical Engineer
December 2020: Actively recruiting: 2 Lift Station Operators; 1 Lineman; 2 AP Lineman; Electrical Engineer; Manager, Safety & Risk
January 2021: Actively recruiting: 2 Lift Station Operators; Lineman; AP Lineman; Manager, Safety & Risk
February 2021: Actively recruiting: 2 Lift Station Operators; 2 Lineman; 4 AP Lineman; Electrical Engineer; System Operator
March 2021: Actively recruiting: 1 Lift Station Operator; 3 Lineman; 2 Electrical Engineers; 1 System Operator
April 2021: Actively recruiting: 2 Electrical Engineers; 1 System Operator; 1 Director of Electric; 1 Supervisor, Sub/Relay
***NOTE: 1 Electrical Engineer hired; starting in May / 1 System Operator hired; starting in June*
May2021: Actively recruiting: 1 Electrical Engineer; 1 Director of Electric; 1 Supervisor, Sub/Relay
***NOTE: System Operator hired- starting in June; HR Generalist hired- starting in June*

***Due to the specialized nature of the jobs we are recruiting for and the very tight labor market for these positions, we are*

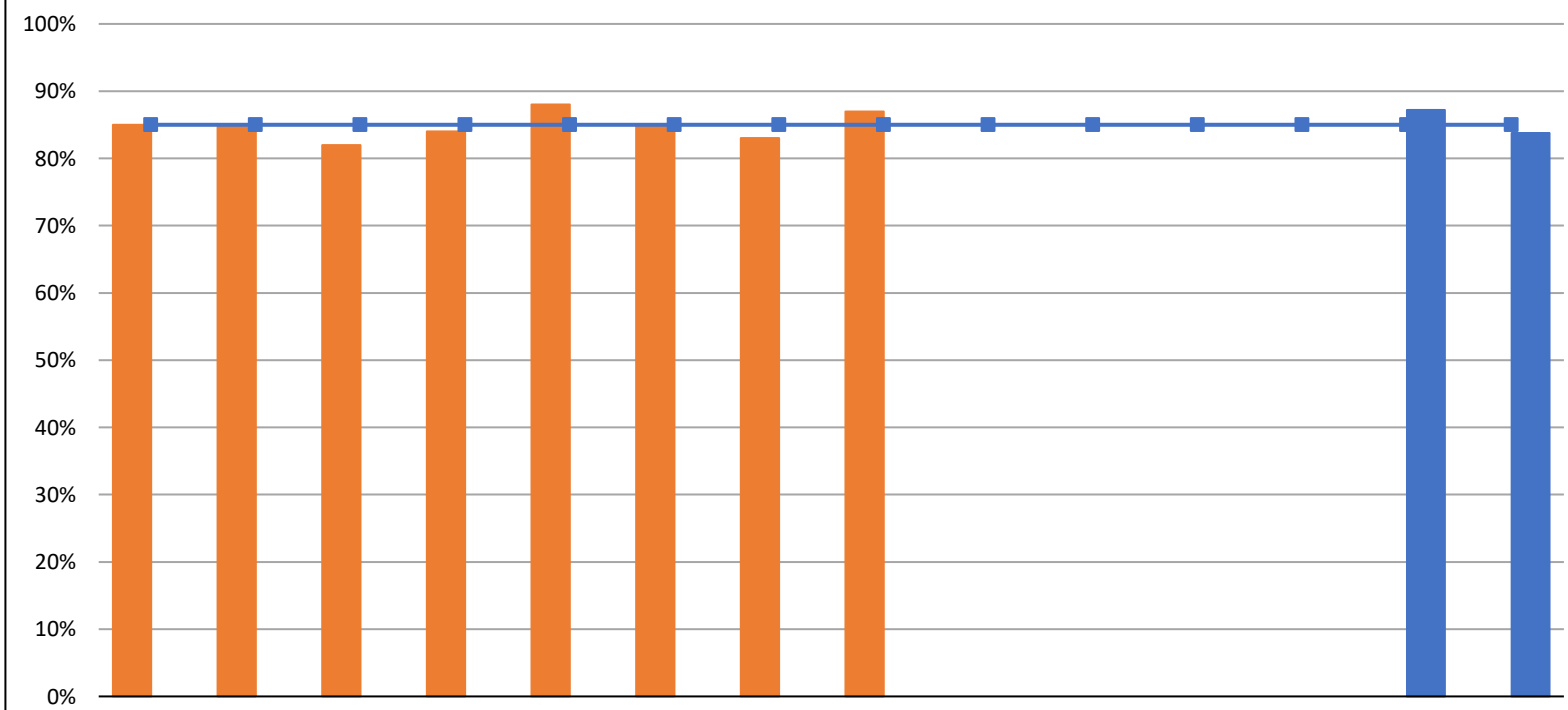
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

INFORMATION TECHNOLOGY

REPORTING PERIOD: MAY 2021
BRANDY KEEHN

MAY 2021 YTD 2021

CYBERSECURITY AWARENESS - MONTHLY MANDATORY TRAINING



DEFINITION:	Monthly Mandatory Cybersecurity Awareness Training is used to educate all employees on cybersecurity best practices regarding a variety of security awareness training topics in effort to build a security culture that is pervasive throughout the organization, aligning people, policies, and practices with security goals. Standards and legislations that require Security Awareness Program in place: PCI DSS; Sarbanes-Oxley (SOX); NERC CIP; Health Insurance Portability & Accountability Act (HIPAA); ISO/IEC 27001 & 27002; CobiT
TARGET:	> 85% Participation

*A *Phish Alert* button was added to the ribbon in Outlook to provide UC email users with a quick, efficient method of reporting suspicious emails to IT.

*Distributed Environment for Critical Decision-Making Exercises (DECIDE)
On January 13, 2021, NAURI University and UCNSB, in conjunction with the City of NSB and AdventHealth Hospital, executed a multi-sector, public-private cyber exercise. It was the first step in building a framework to prepare for, prevent, and respond to multi-sector cyber-attack in our community. The exercise involved players from multiple sectors, including first responders, emergency management, police, power, water and healthcare. The goal was to exercise and observe NSB's ability, to collaborate, coordinate and respond to a cyber-attack or major emergency response event.

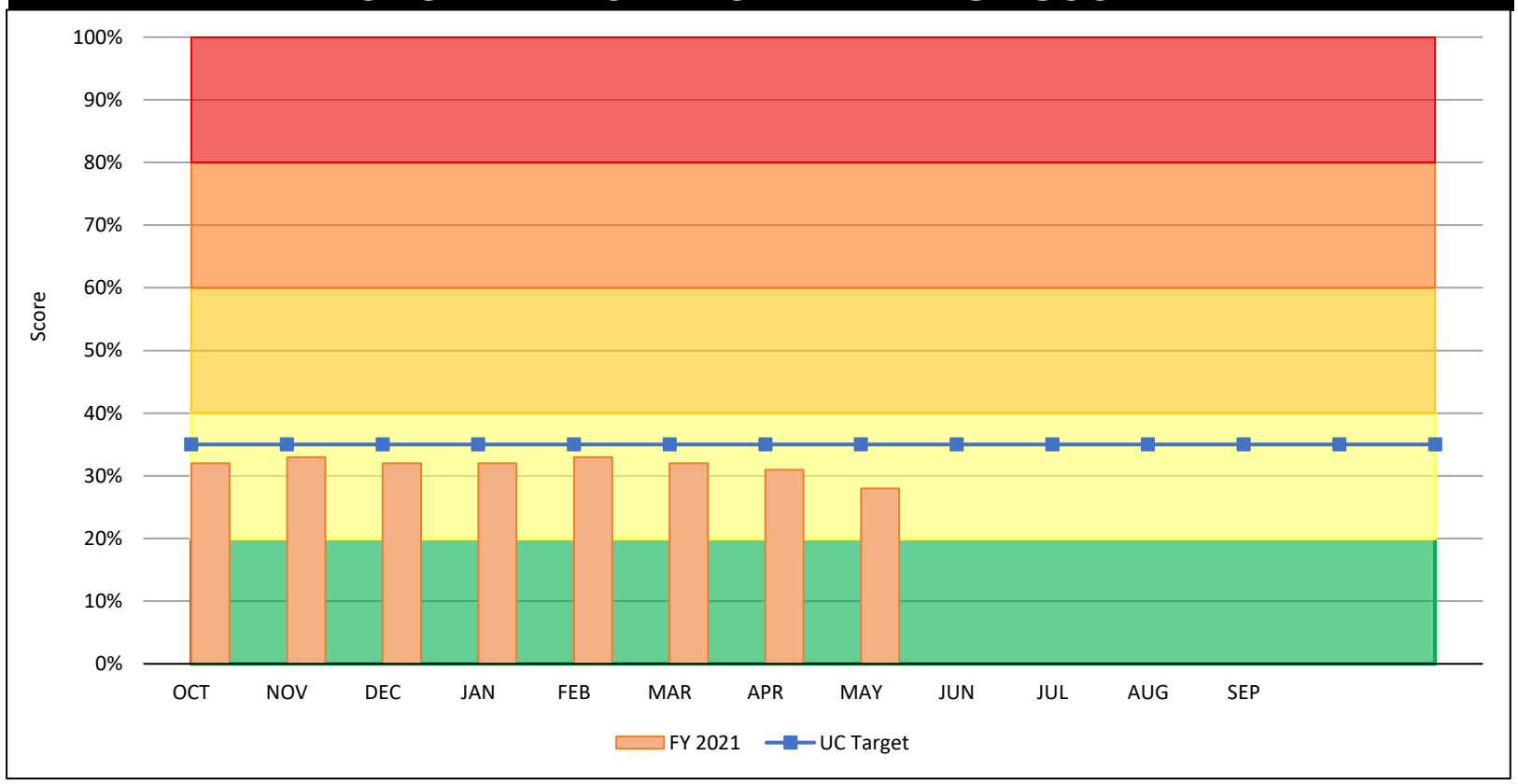
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

INFORMATION TECHNOLOGY

REPORTING PERIOD: MAY 2021
BRANDY KEEHN

MAY 2021 YTD 2021

ORGANIZATIONAL OVERALL RISK SCORE



DEFINITION: Risk Score is a combination of each employees Personal Risk Scores in our organization. The overall Risk Score is a combination of users, groups, and the organization as a whole. It calculates how likely a user is to be targeted with a phishing or social engineering attack, how they will react to these types of events, and how severe the consequences would be if they fell for an attack. The Risk overall Risk Score includes; Phish-prone Percentage; Security Awareness Training Status; Breach Data; and Job Function.
Reporting commenced October 2020.

TARGET: > 35%

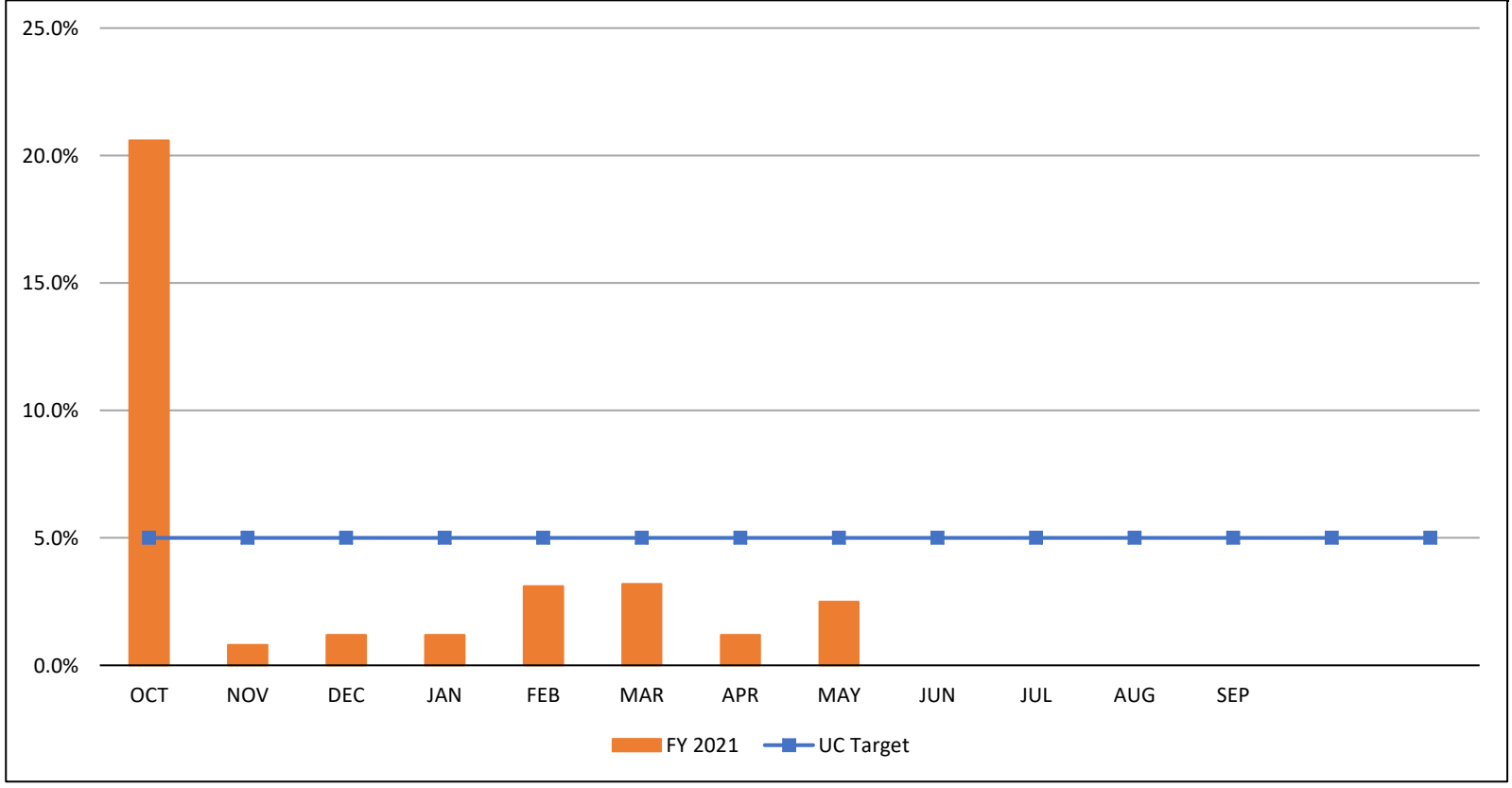
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

INFORMATION TECHNOLOGY

REPORTING PERIOD: MAY 2021
BRANDY KEEHN

MAY 2021 YTD 2021

PHISHING SECURITY TESTING



DEFINITION: Biweekly Phishing Security Test determines the vulnerability level of UCNSB's enterprise network by indication of how many employees may be susceptible to an email-born social engineering attack. The test also is used to supplement and reinforce the monthly cybersecurity training received by giving employees real world "practice" in recognizing social engineering attacks and responding to them appropriately.

Phish-prone Percentage is calculated from the total number of phishing test failures divided by the number of emails delivered.
All cybersecurity metrics are based on benchmarking data drawn from smaller Energy and Utilities sector customers who have trained their users with security awareness training and simulated phishing for 3-12 months.
Reporting commenced October 2020.

TARGET: > 5% (FMPA Benchmark)

*October 2020: 155 Receipients; 32 Clicks

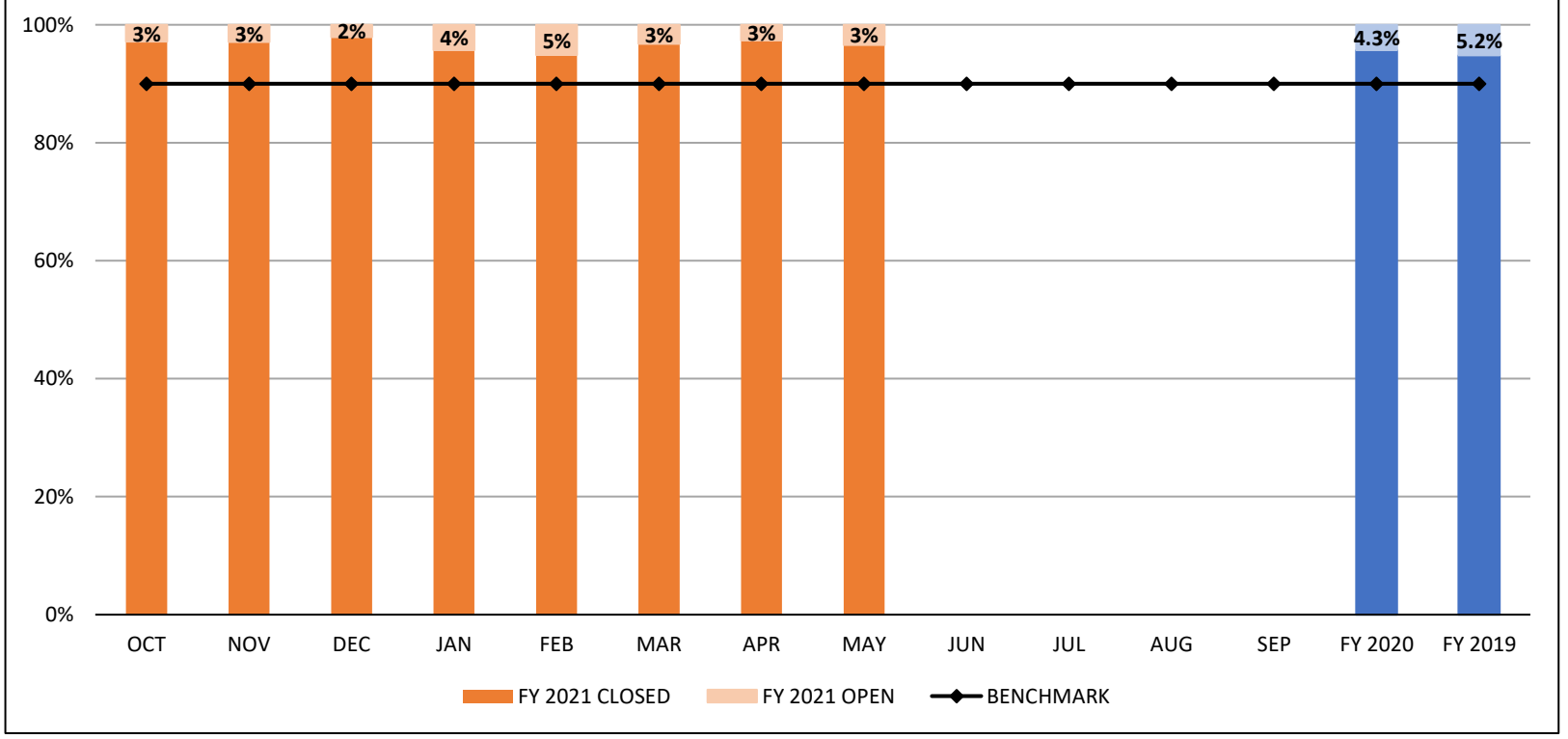
UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

INFORMATION TECHNOLOGY

REPORTING PERIOD: MAY 2021
BRANDY KEEHN

MAY 2021 YTD 2021

HELP DESK - TICKET RESOLUTION RATE



DEFINITION: The percent of total service tickets opened that the help desk resolved in the period. Used to measure IT vigilance and problem mitigation. Reporting commenced January 2019.

Closed: Resolved Help Desk tickets

Open: Unresolved Help Desk tickets - waiting for information or action

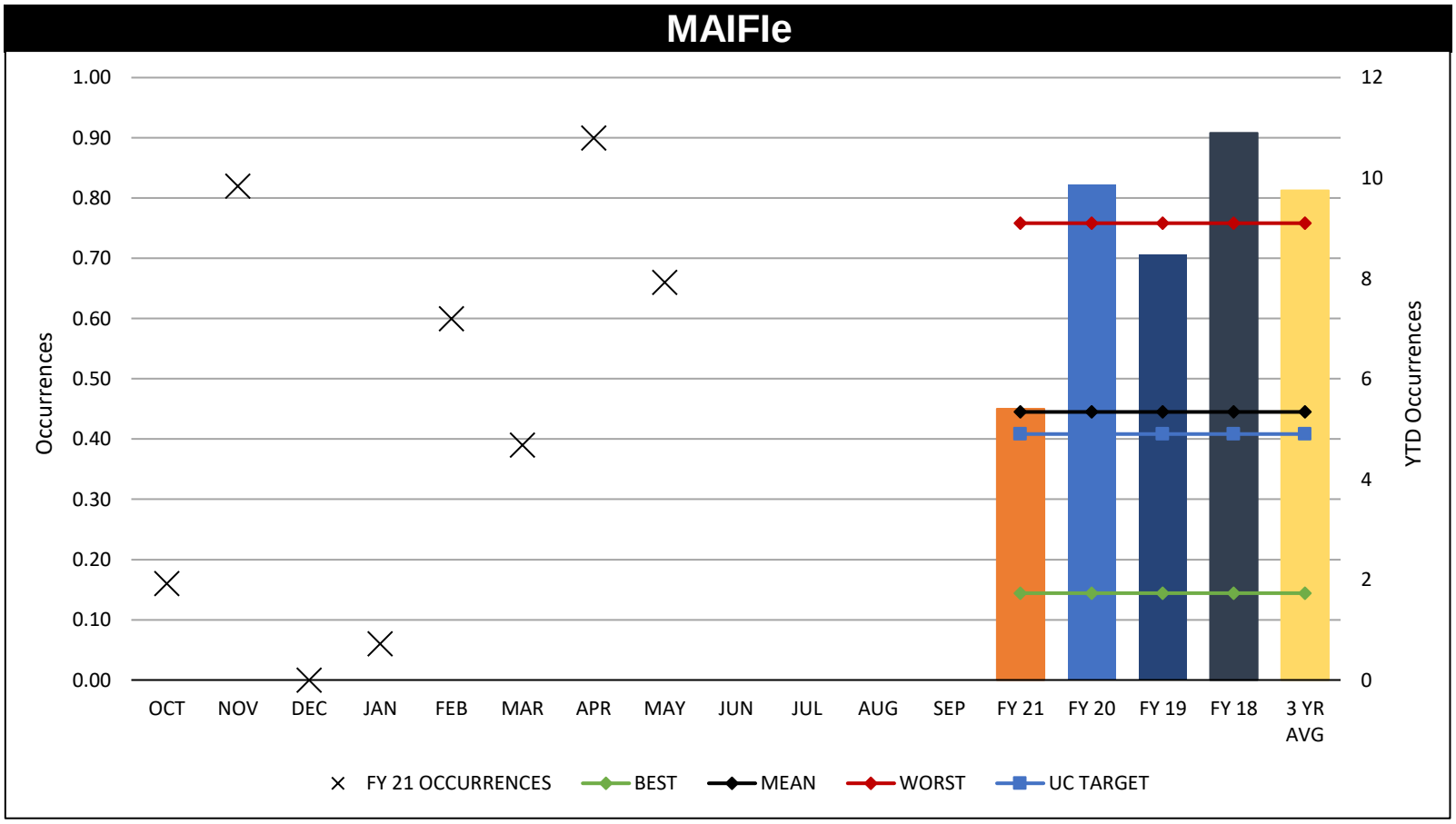
TARGET: > 90% Closed (ITIL - Service Desk Metrics)

APPENDIX

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

ELECTRIC RELIABILITY

REPORTING PERIOD: MAY 2021
TIM BEYRLE



DEFINITION: *Momentary Average Interruption event Frequency Index*

This index is based on the number of times the average customer is interrupted by Momentary Outage events each year. (Refer to FMPA Distribution Reliability Reports)

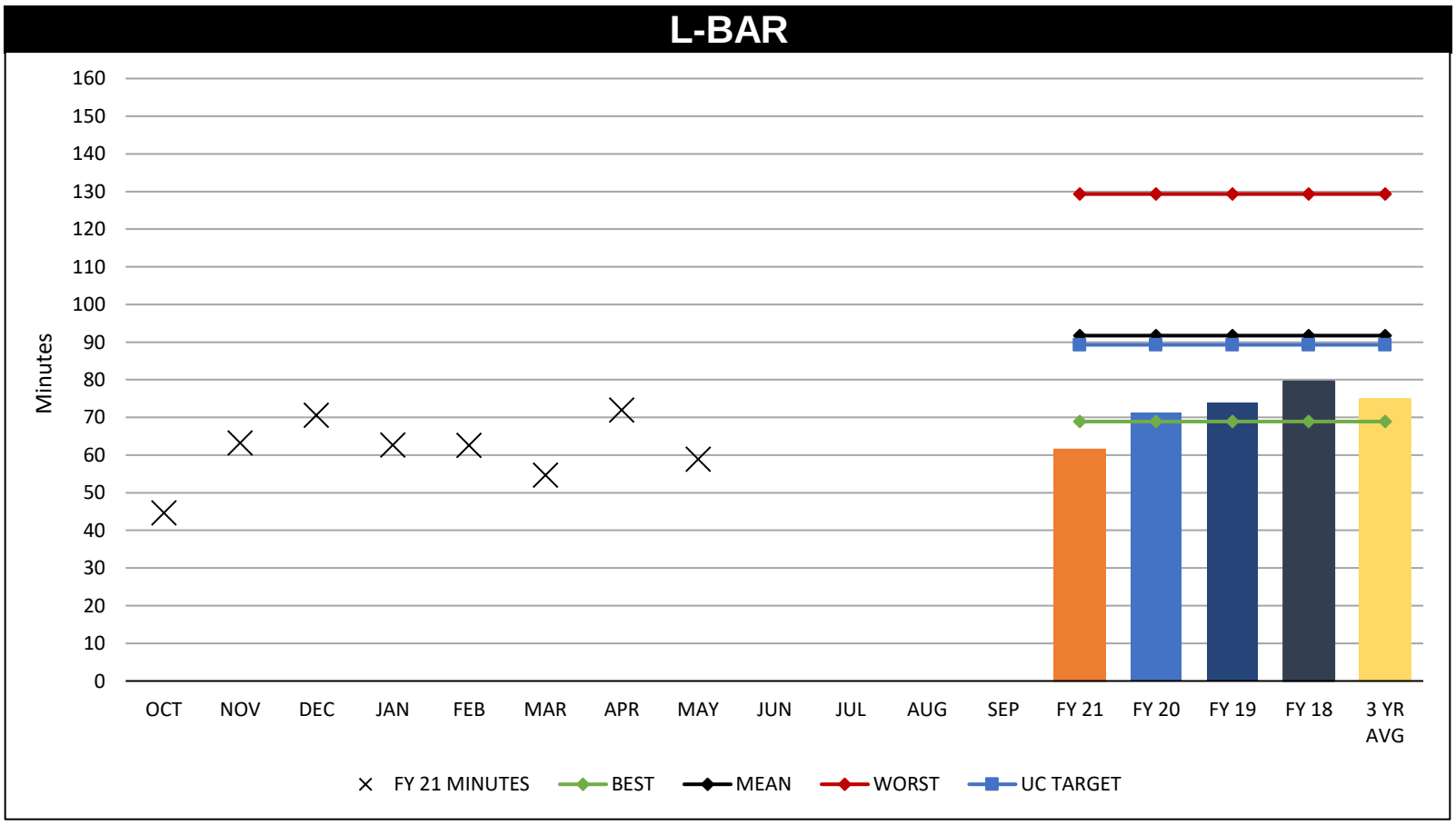
$$\text{MAIFIe} = \frac{\text{Total number of Customer Momentary Interruption Events}}{\text{Total number of Customers Served}}$$

TARGET: < 4.9

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

ELECTRIC RELIABILITY

REPORTING PERIOD: MAY 2021
TIM BEYRLE



DEFINITION: *Average Length of a Service Interruption*
The average length of a single outage. (Refer to FMPA Distribution Reliability Reports)

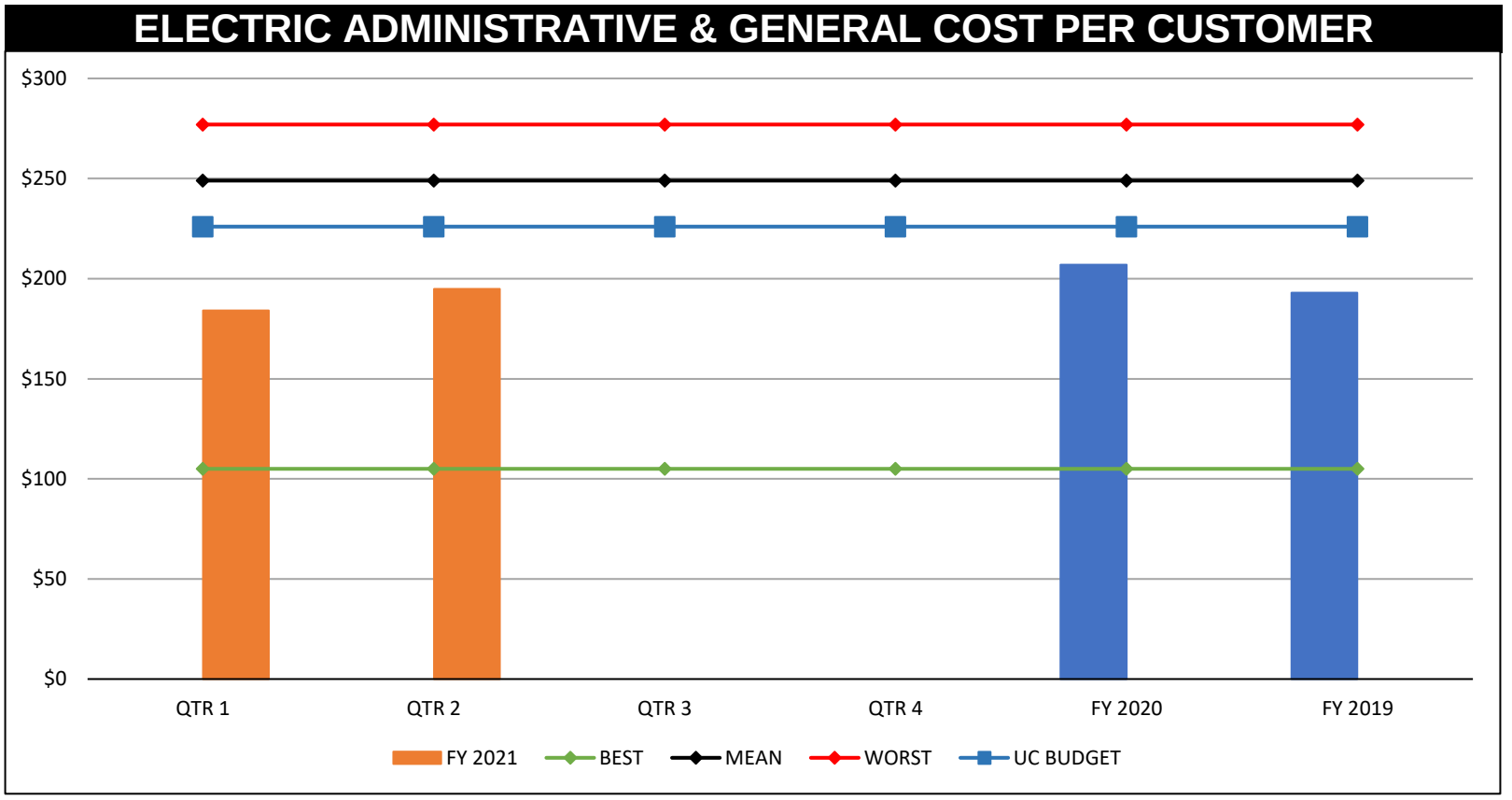
$$\text{L-Bar} = \frac{\text{Total minutes of interruption}}{\text{Total number of interruptions}}$$

TARGET: < 89.28

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

FINANCIAL MANAGEMENT

REPORTING PERIOD: MAY 2021
EFREN CHAVEZ



DEFINITION: The ratio of total electric utility administrative and general expenses to the total number of retail customers. This ratio measures the average administrative and general expenses incurred by the utility on behalf of each retail customer. Administrative and general expenses are those electric operation and maintenance expenses not allocable to the costs of power production (generation and power purchases), transmission, distribution, or customer accounting, service and sales. Items which might be included are compensation of executives, office supplies, professional fees, property insurance and claims, pensions and benefits, and other expenses not provided for elsewhere. (Refer to American Public Power Association Financial and Operating Ratios.)

$$\text{Electric Administrative \& General Cost Per Customer} = \frac{\text{Total Administrative \& General Expenses}}{\text{Total Number of Customers}}$$

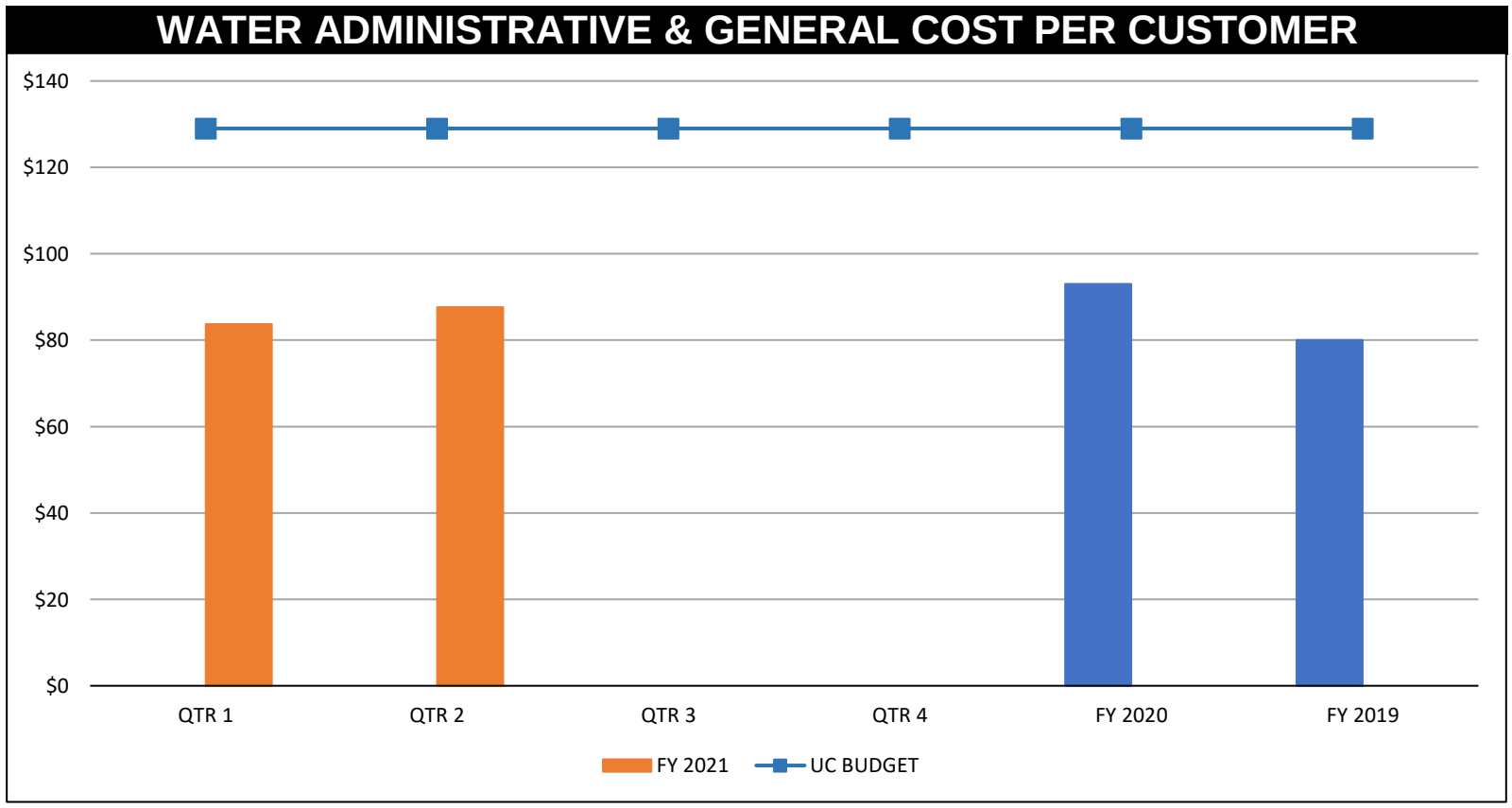
TARGET: < $226 (UC FY 2021 Budget)

October 2020 = $138
November 2020 = $161
December 2020 = $184
January 2021 = $186
February 2021 = $191
March 2021 = $195
April 2021 = $202
May 2021 = $203

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

FINANCIAL MANAGEMENT

REPORTING PERIOD: MAY 2021
EFREN CHAVEZ



DEFINITION: The ratio of total water utility administrative and general expenses to the total number of retail customers. This ratio measures the average administrative and general expenses incurred by the utility on behalf of each retail customer. Administrative and general expenses are those water resources operation and maintenance expenses not allocable transmission, distribution, collection, or customer accounting, service and sales. Items which might be included are compensation of executives, office supplies, professional fees, property insurance and claims, pensions and benefits, and other expenses not provided for elsewhere.

$$\text{Water Administrative \& General Cost Per Customer} = \frac{\text{Administrative \& General Expenses}}{\text{Total Number of Potable Water Customers}}$$

TARGET: < $129 (UC FY 2021 Budget)

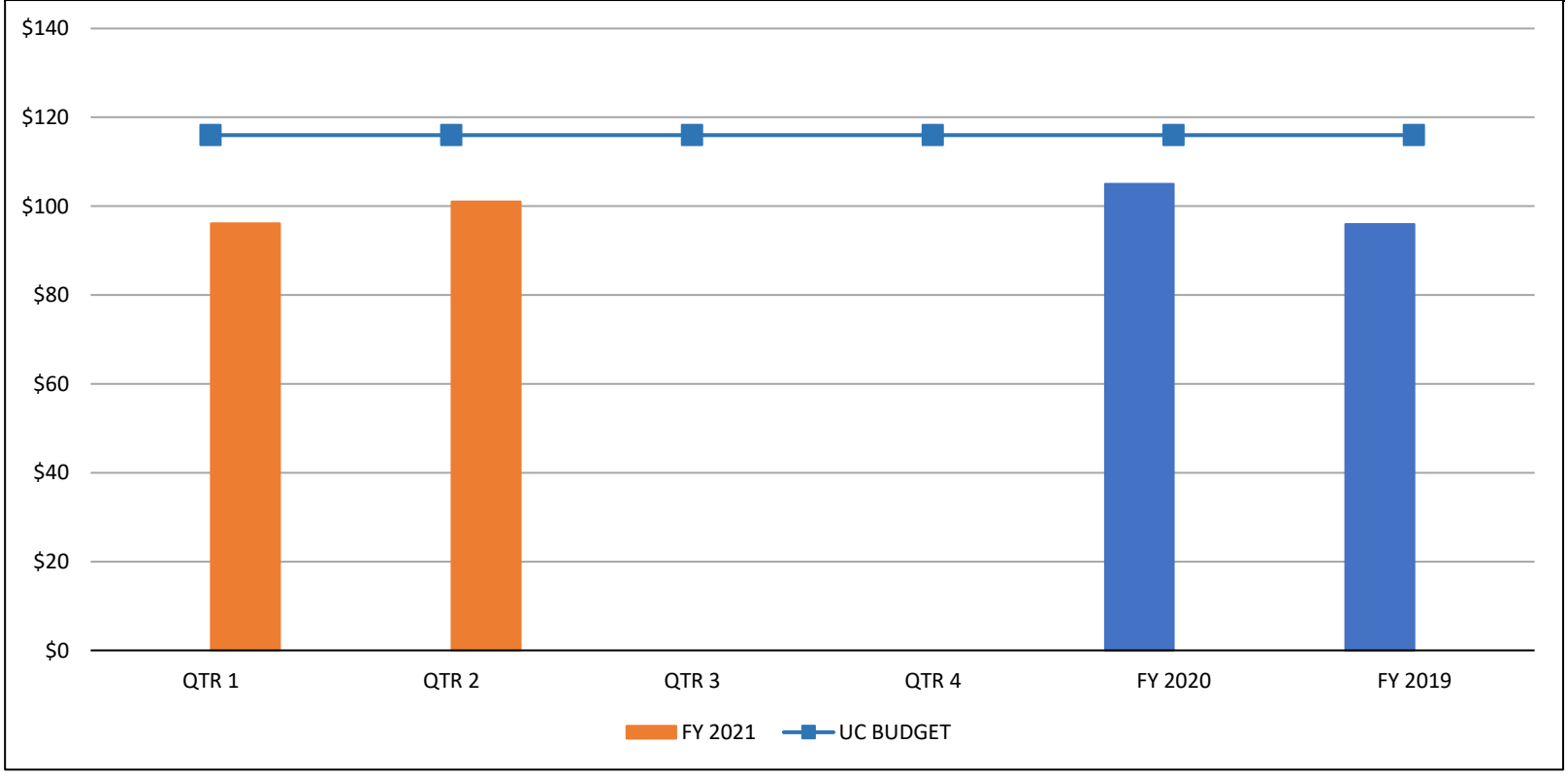
October 2020 = $63
November 2020 = $74
December 2020 = $84
January 2021 = $85
February 2021 = $87
March 2021 = $88
April 2021 = $92
May 2021 = $92

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

FINANCIAL MANAGEMENT

REPORTING PERIOD: MAY 2021
EFREN CHAVEZ

WASTEWATER ADMINISTRATIVE & GENERAL COST PER CUSTOMER



DEFINITION: The ratio of total wastewater utility administrative and general expenses to the total number of retail customers. This ratio measures the average administrative and general expenses incurred by the utility on behalf of each retail customer. Administrative and general expenses are those wastewater resources operation and maintenance expenses not allocable transmission, distribution, collection, or customer accounting, service and sales. Items which might be included are compensation of executives, office supplies, professional fees, property insurance and claims, pensions and benefits, and other expenses not provided for elsewhere.

$$\text{Wastewater Administrative \& General Cost Per Customer} = \frac{\text{Administrative \& General Expenses}}{\text{Total Number of Wastewater Customers}}$$

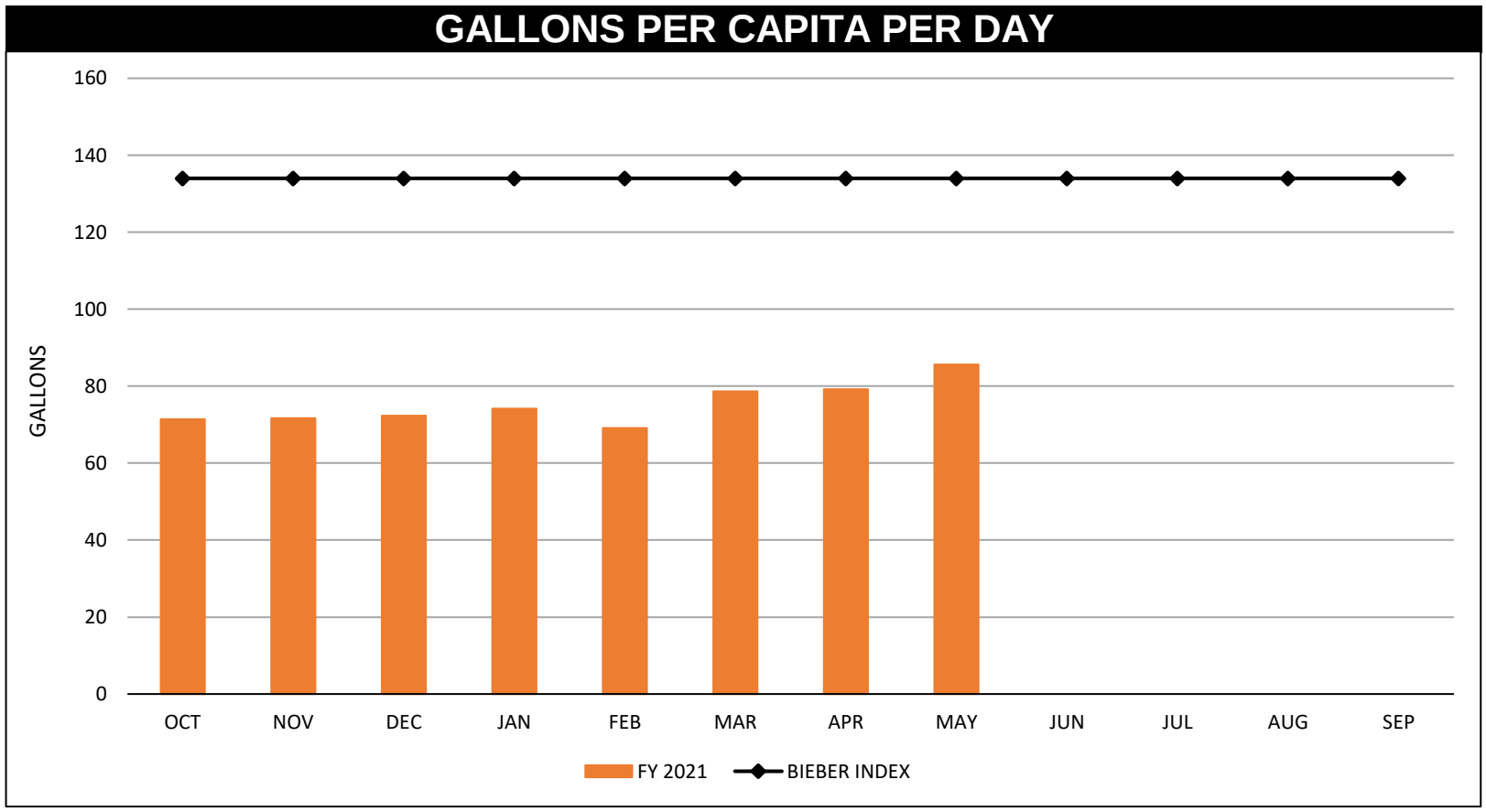
TARGET: < $116 (UC FY 2021 Budget)

October 2020 = $73
November 2020 = $86
December 2020 = $96
January 2021 = $98
February 2021 = $100
March 2021 = $101
April 2021 = $106
May 2021 = $94

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

WATER CONSUMPTION

REPORTING PERIOD: MAY 2021
TOM WEST



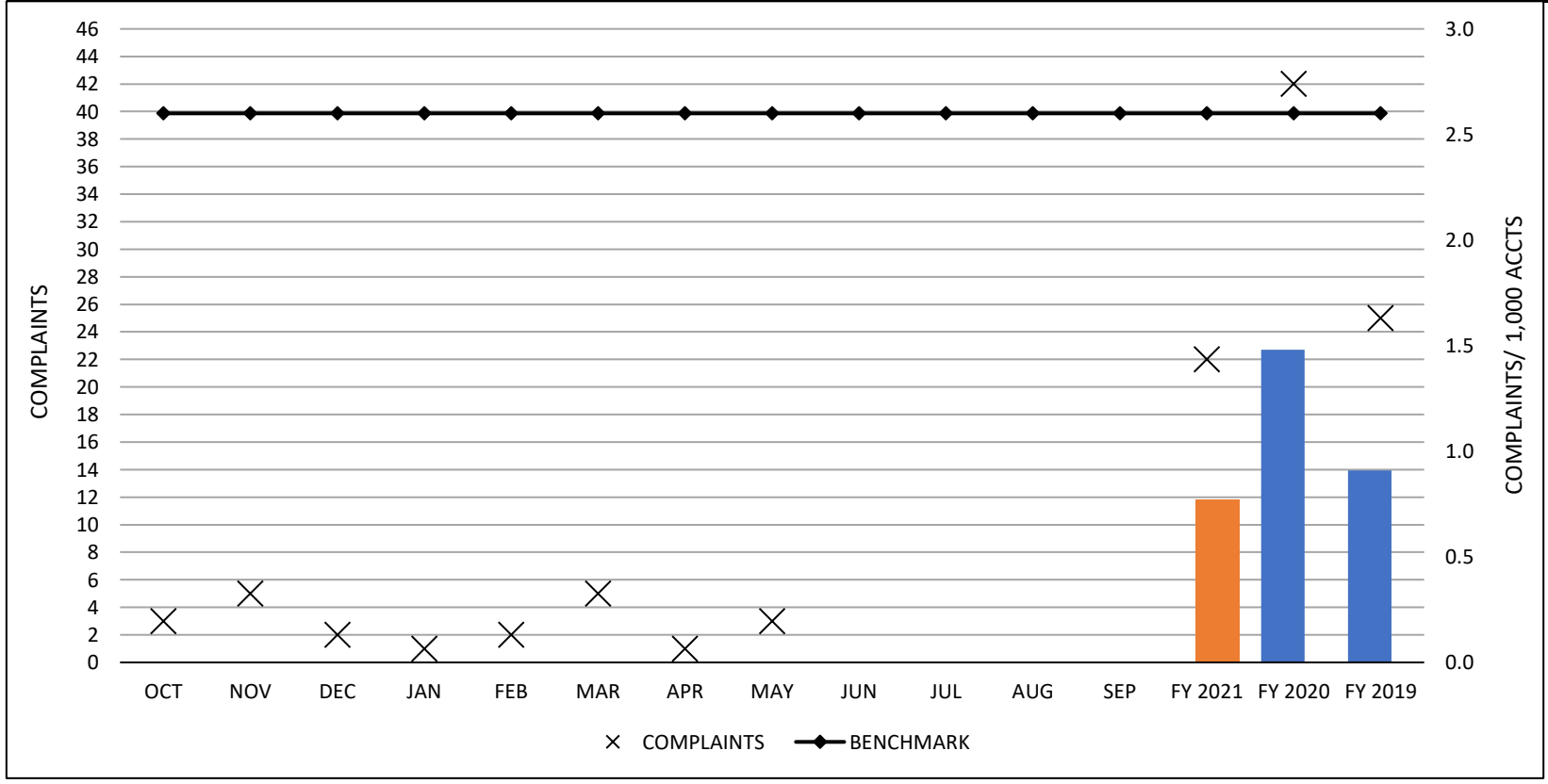
DEFINITION:	Potable water use, which includes indoor uses (e.g., drinking, flushing toilets, preparing food, showering, washing clothes and dishes, etc.) as well as outdoor uses (e.g., watering lawn and gardens, washing cars, etc.). Per capital potable water use will be affected by wet weather conditions. (Refer to the Bieber Index) Reporting commenced March 2019.
TARGET:	134 gallons/capita/day

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

WATER PRODUCTION

REPORTING PERIOD: MAY 2021
TOM WEST

TECHNICAL SERVICE COMPLAINTS / 1,000 ACCOUNTS



DEFINITION: These indicators provide the complaint frequency of the utility, reported to the laboratory, related to potable water, including but not limited to, taste, odor, and pressure. Only those complaints logged by the utility, whether acted on or not, are counted. Complaints unrelated to potable water are not considered. (Refer to American Water Works Association: 2018 AWWA Utility Benchmarking)

$$\text{Technical service complaints/ 1,000 accounts} = \frac{\text{Total number of technical service complaints X 1,000}}{\text{Number of water accounts}}$$

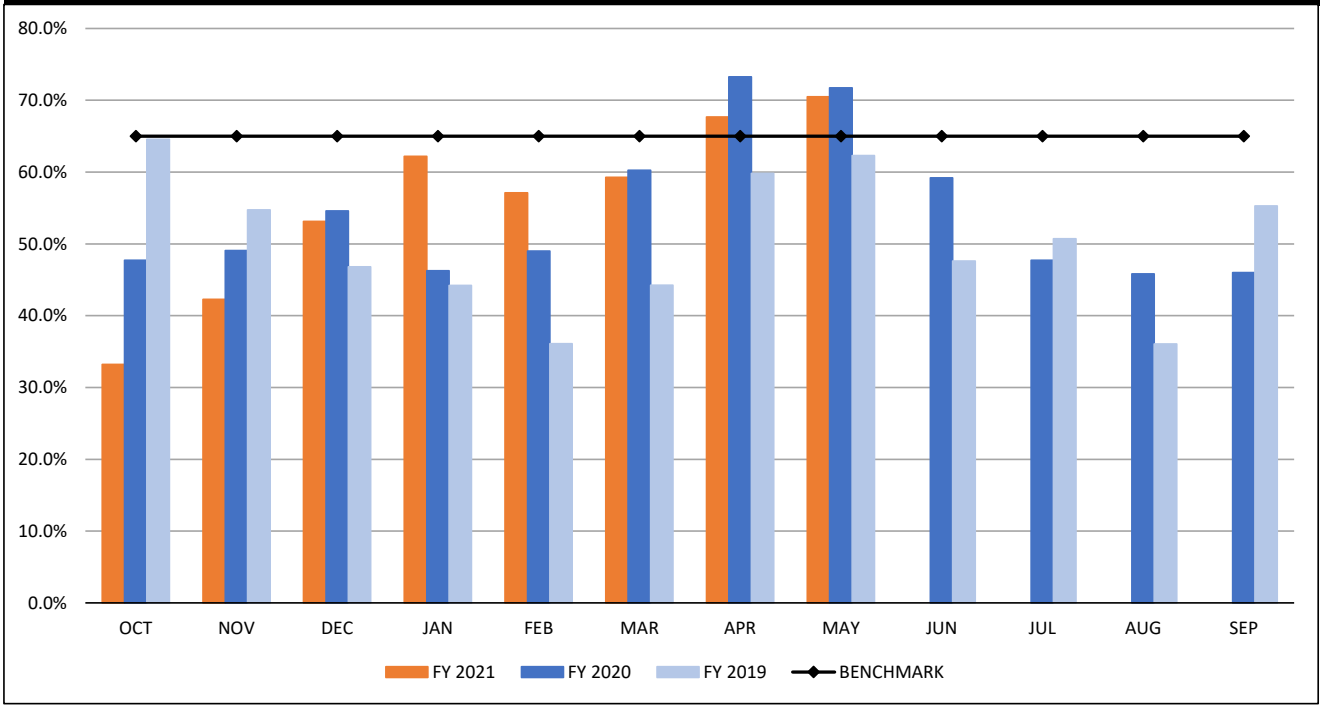
TARGET: 2.6 (AWWA median)

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

WASTEWATER/RECLAIMED PRODUCTION

REPORTING PERIOD: MAY 2021
TOM WEST

PERCENTAGE OF BILLED RECLAIMED WATER



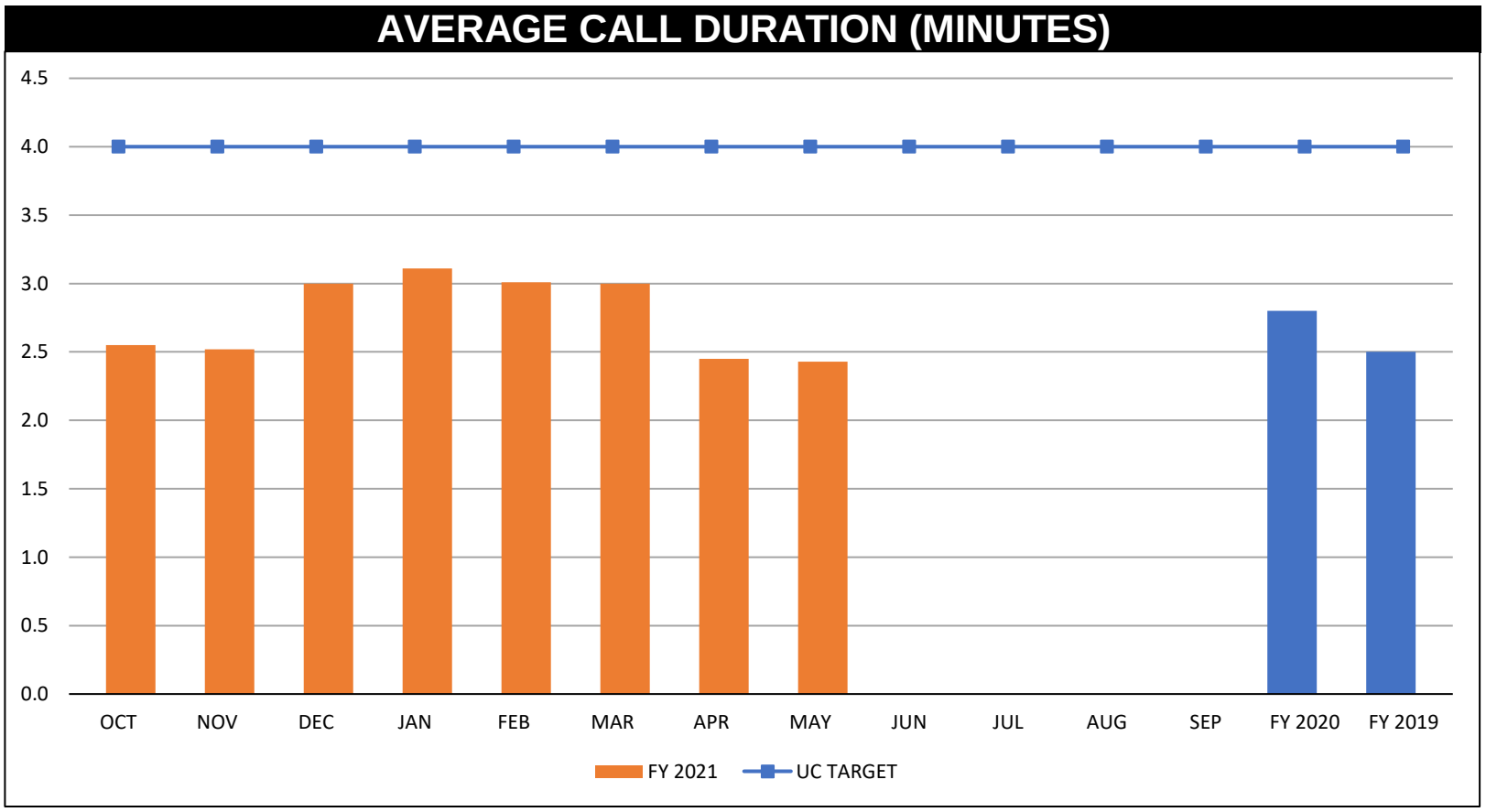
DEFINITION: The difference between the total volume of reclaimed water treated at the Water Reclamation Facility and the total volume of reuse water consumption billed to customers in the reporting period. The percentage of reclaimed water billed is affected by weather conditions. To avoid discharge into the river the utility uses various storage ponds and irrigates UCNSB properties; during drought conditions reclaimed water is restricted.

TARGET: 65%

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

CUSTOMER SERVICE

REPORTING PERIOD: MAY 2021
DANIELLE WOOD



DEFINITION: Call duration is the amount of time Customer Service Representatives speak with customers on the phone. (Refer to The International Finance Corporation's Global Best Practices.)

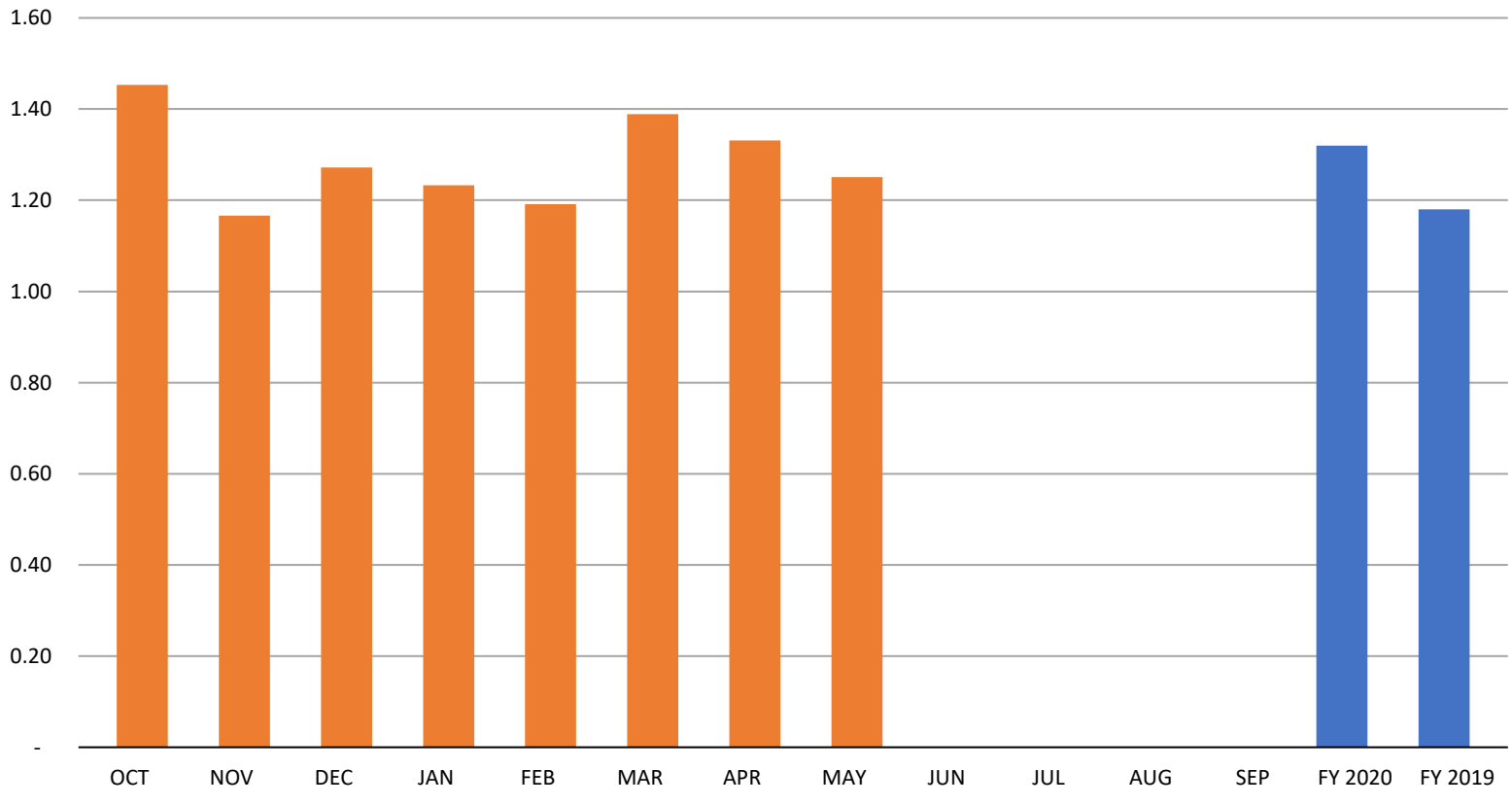
TARGET: < 4 minutes

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

CUSTOMER SERVICE

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

ANNUAL NUMBER OF CALLS PER CUSTOMER



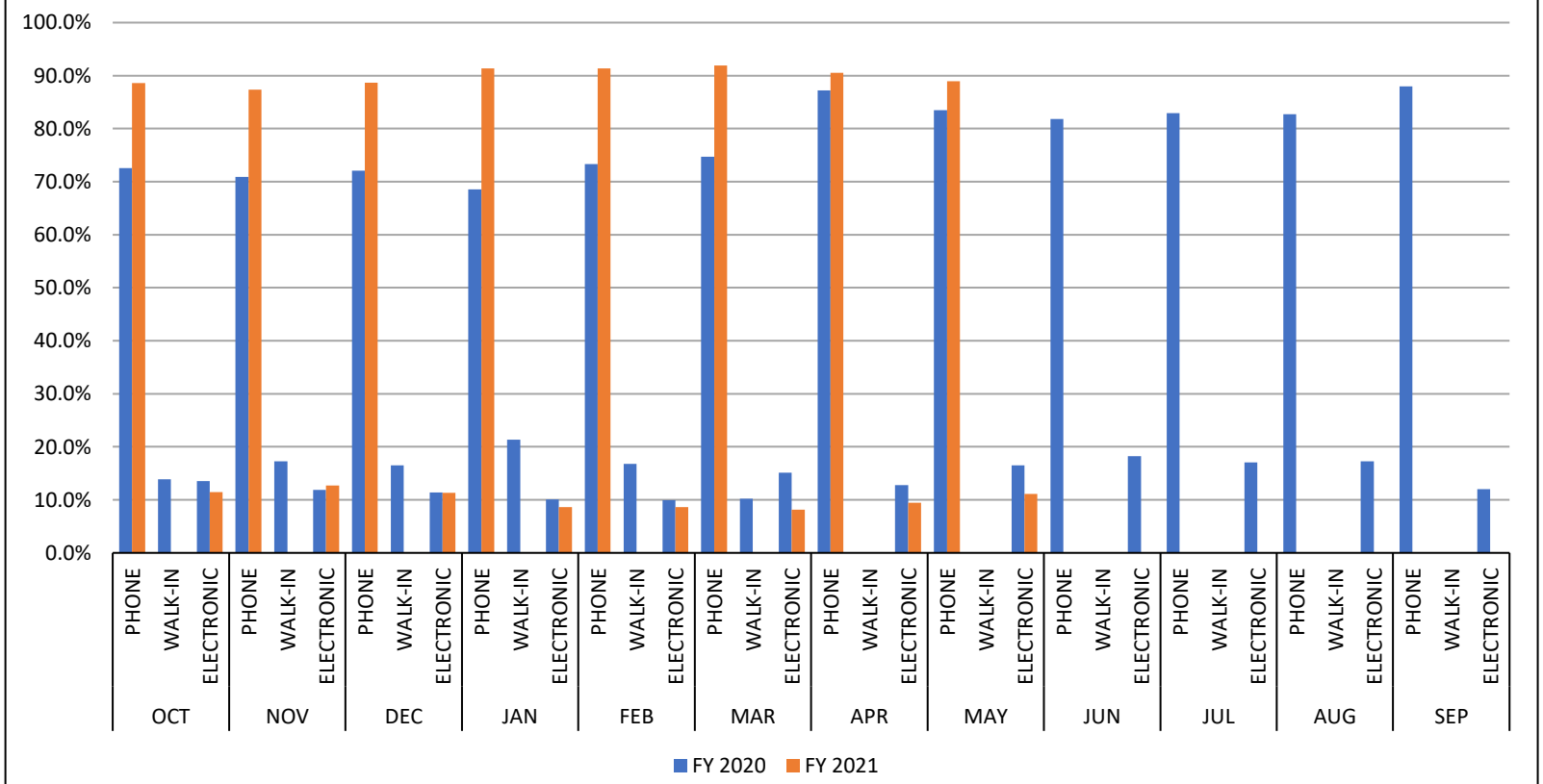
DEFINITION: Annual number of calls per customer, not including electronic and walk-in contact.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

CUSTOMER SERVICE

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

CUSTOMER CONTACT



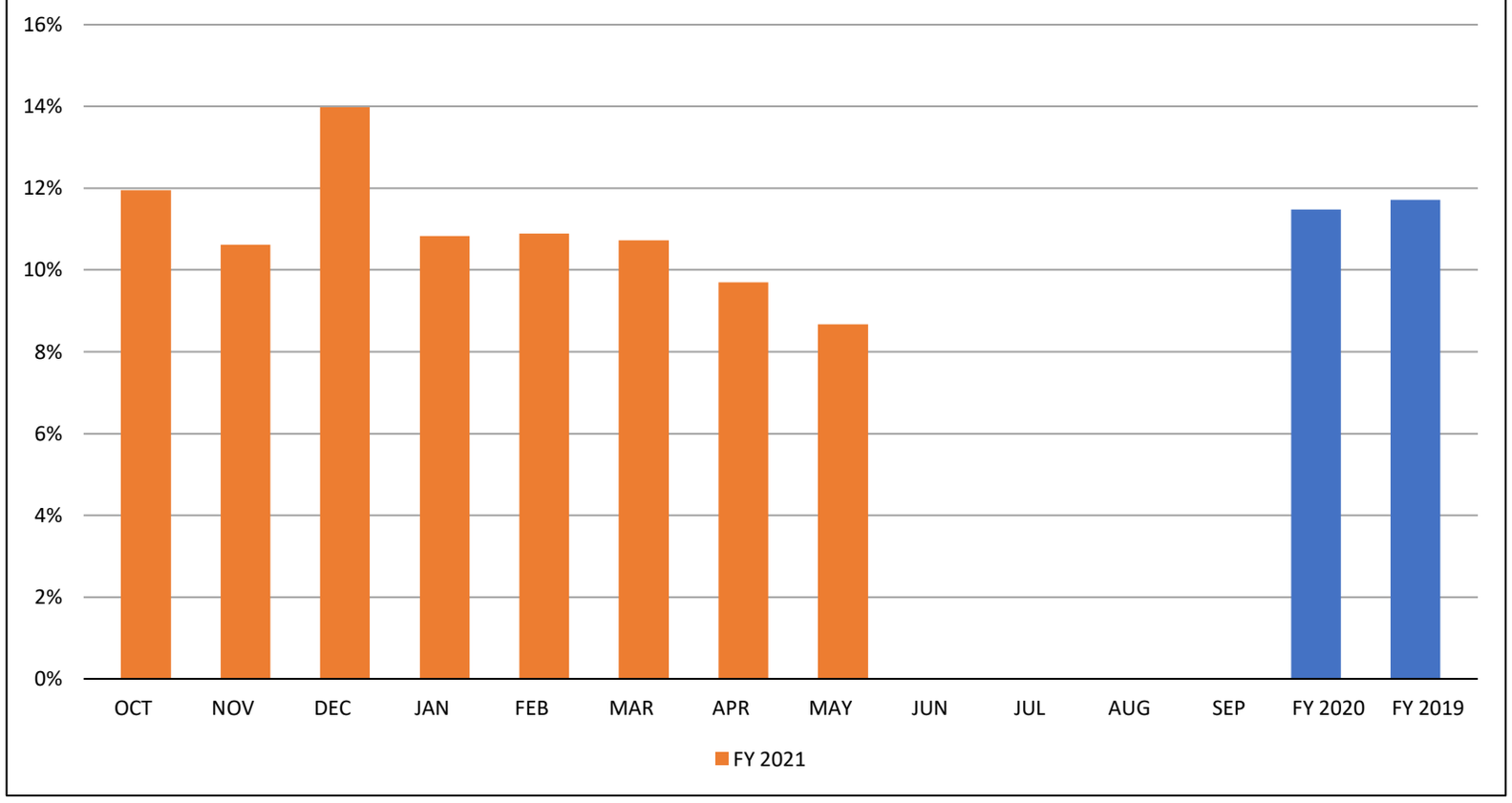
DEFINITION: The percentage of total utility customer contact for the reporting period by various contact options.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

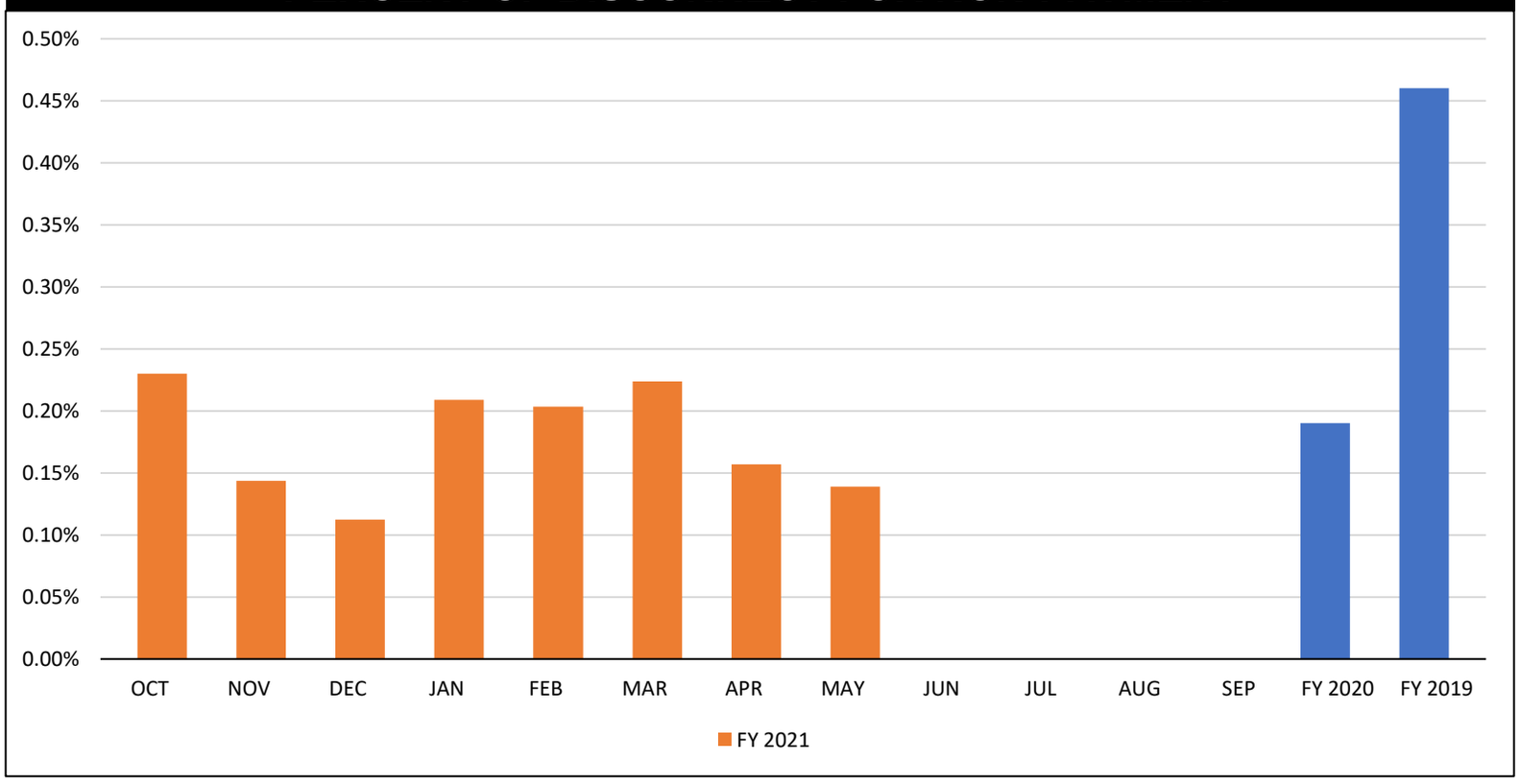
BILLING & COLLECTIONS

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

PERCENT OF DELINQUENT ACCOUNTS



PERCENT OF DISCONNECT FOR NON-PAYMENT

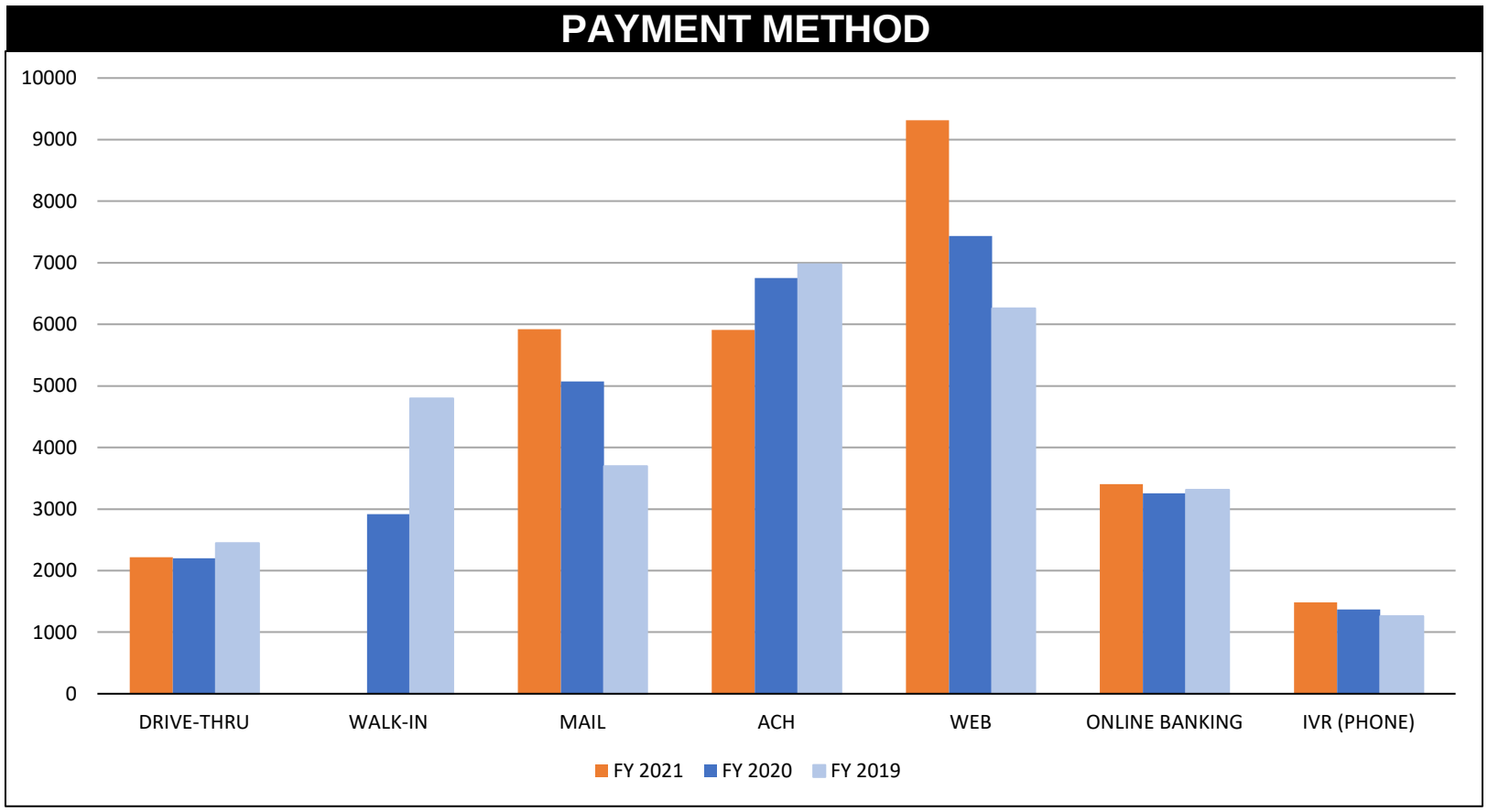


DEFINITION: The top graph shows the percentage of customer accounts charged a late fee, not paid within alotted 21 day period.
The second graph shows the percentage of customer accounts disconnected for non-payment after all collection attempts.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

BILLING & COLLECTIONS

REPORTING PERIOD: MAY 2021
DANIELLE WOOD



DEFINITION:

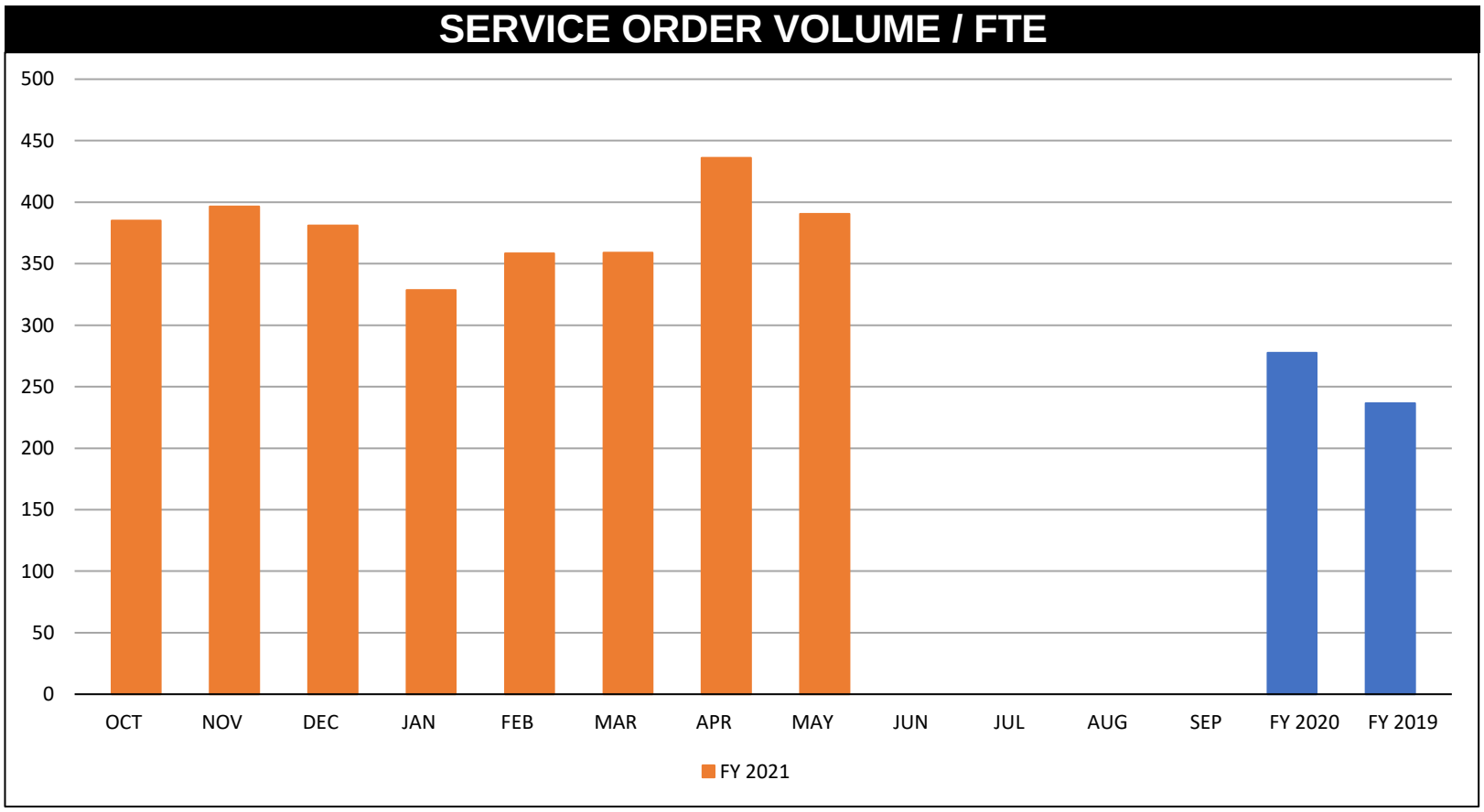
Payment method utilized by customers during current reporting period in FY2020 vs. FY2021.

*September 2020 - Lobby was closed entire month, zero "Walk-in" payments.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

METER READING

REPORTING PERIOD: MAY 2021
DANIELLE WOOD

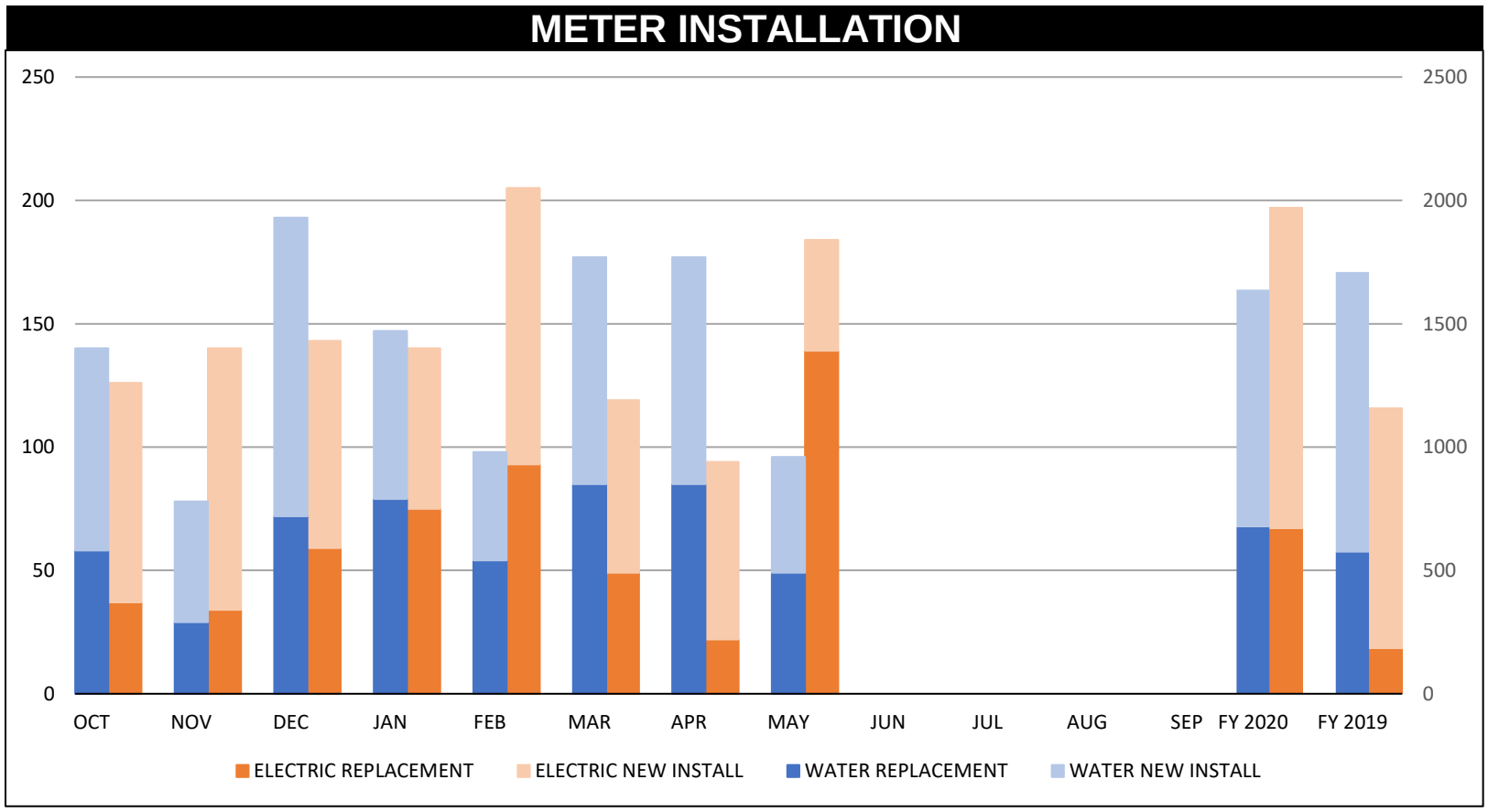


DEFINITION: This is the number of utility Service Orders processed by the Meter Technicians. It includes all customer requested orders, Read Outs, Cut Ins, Temporary to Permanents, and Cut Outs; excludes disconnect for non-payment.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

METER READING

REPORTING PERIOD: MAY 2021
DANIELLE WOOD



DEFINITION: The number of meter installations completed for the reporting period by service type, and reason, either replacement of existing meter or a new installation.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

MATERIALS MANAGEMENT

REPORTING PERIOD: MAY 2021
MAUREEN LYNCH

PURCHASE ORDERS ISSUED IN EXCESS OF $75,000 FOR REPORTING PERIOD

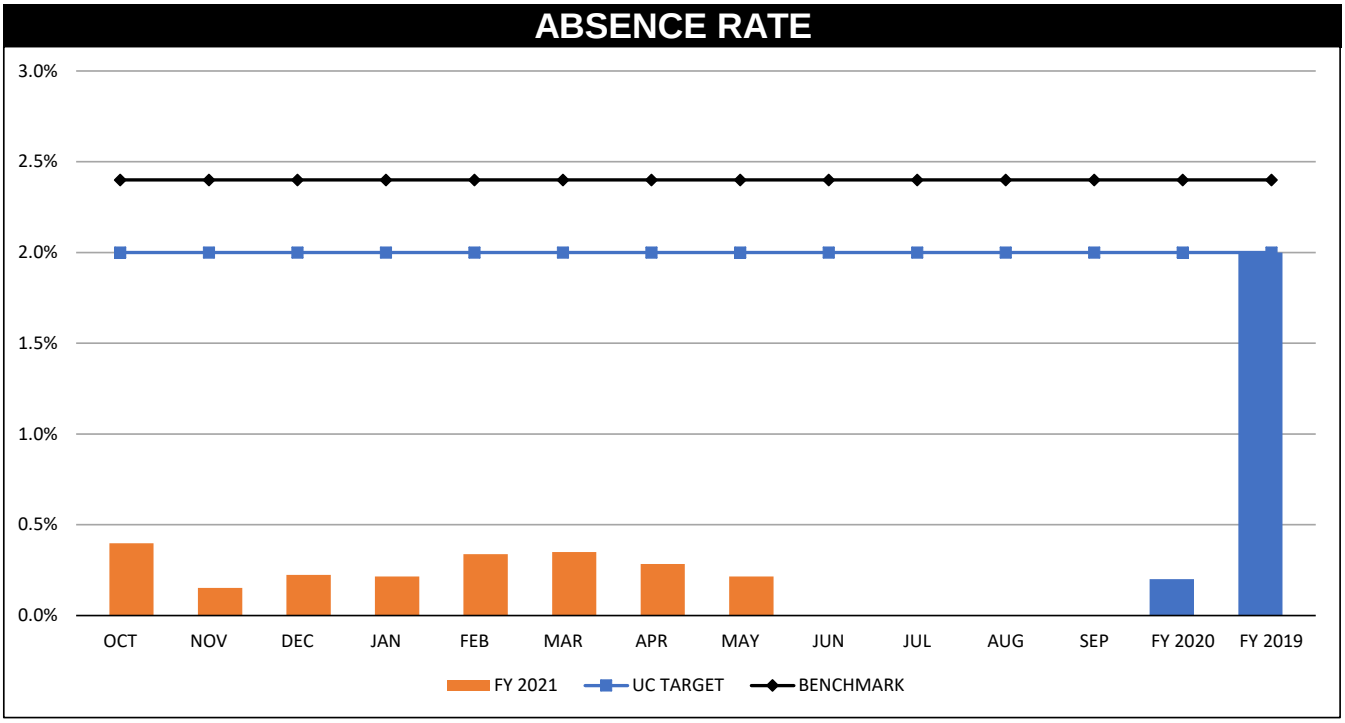
DEPARTMENT	P.O. NO.	VENDOR	ITEM/SERVICE	DOLLAR VALUE	COMMISSION APPROVAL DATE	AGENDA ITEM
Eng	17397	FMPA	UCNSB Arc Flash Hazard Study	$ 94,500.00	4/26/2021	3-j
Eng	17471	KCI Technologies	Prof Design Svcs	$ 75,000.00	5/24/2021	3-e

DEFINITION: Per UC Resolution 2019-04, approved at the September 23, 2019 Utilities Commission meeting: Sealed bids and or requests for proposal and Commission approval are required for purchases exceeding $75,000.

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

HUMAN RESOURCES

REPORTING PERIOD: MAY 2021
BRITNEY BECK



DEFINITION: Tracks the percentage of workers who are absent for unscheduled/unexcused reasons during a given period of time. Reference Society for Human Resources Management (www.shrm.org).

(# of hours of unexcused absences x 100) / total hours scheduled to work in the period

The Department of Labor reports the industry average absence rate in 2018 was 2.4% for utilities and 3.2% for local governments (https://www.bls.gov/cps/cpsaat47.htm).

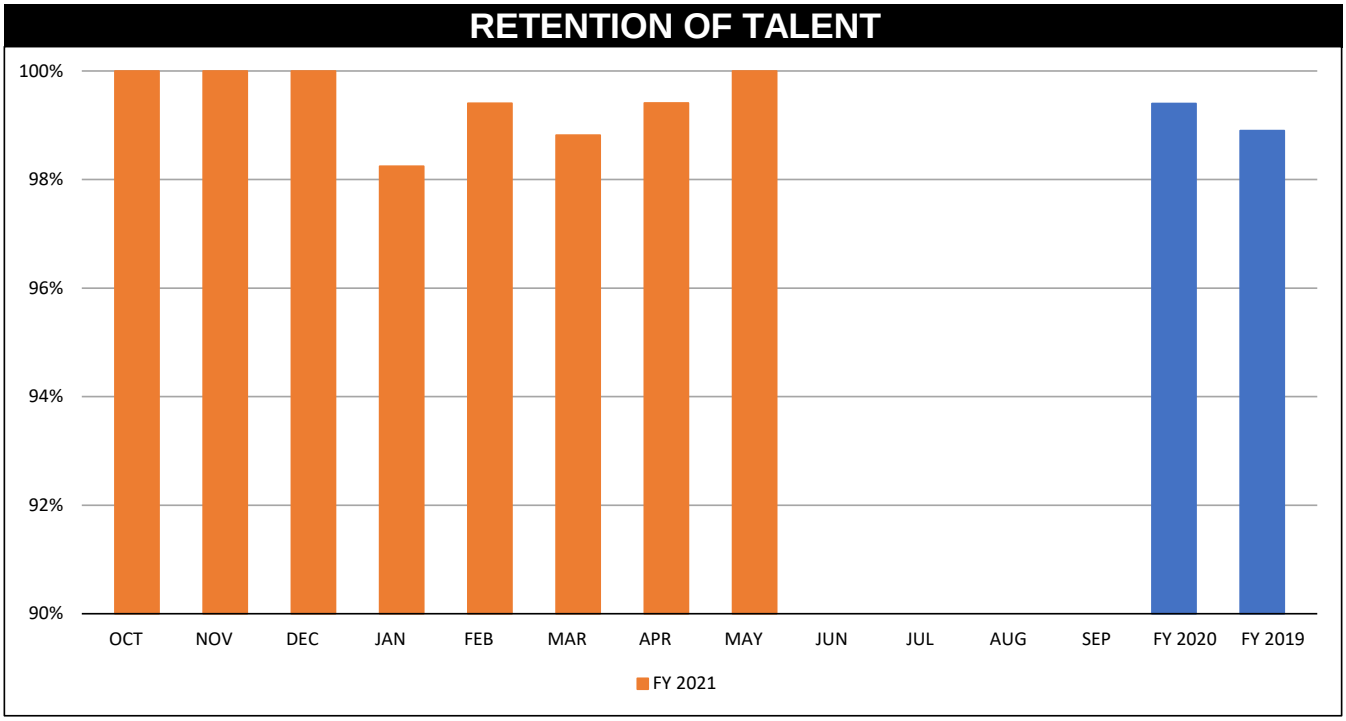
TARGET: < 2%

BENCHMARK: < 2.4%

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

HUMAN RESOURCES

REPORTING PERIOD: MAY 2021
BRITNEY BECK



DEFINITION: Retention of Talent indicates job stability of the company. An index of high staff turnover implies high costs for the employer. The rate of retention is calculated by comparing the number of employees who joined the company in a specified period vs. those who stayed during the same period. (Refer to Society for Human Resources Management (www.shrm.org) Talent Acquisition Benchmarking Report 2017.)

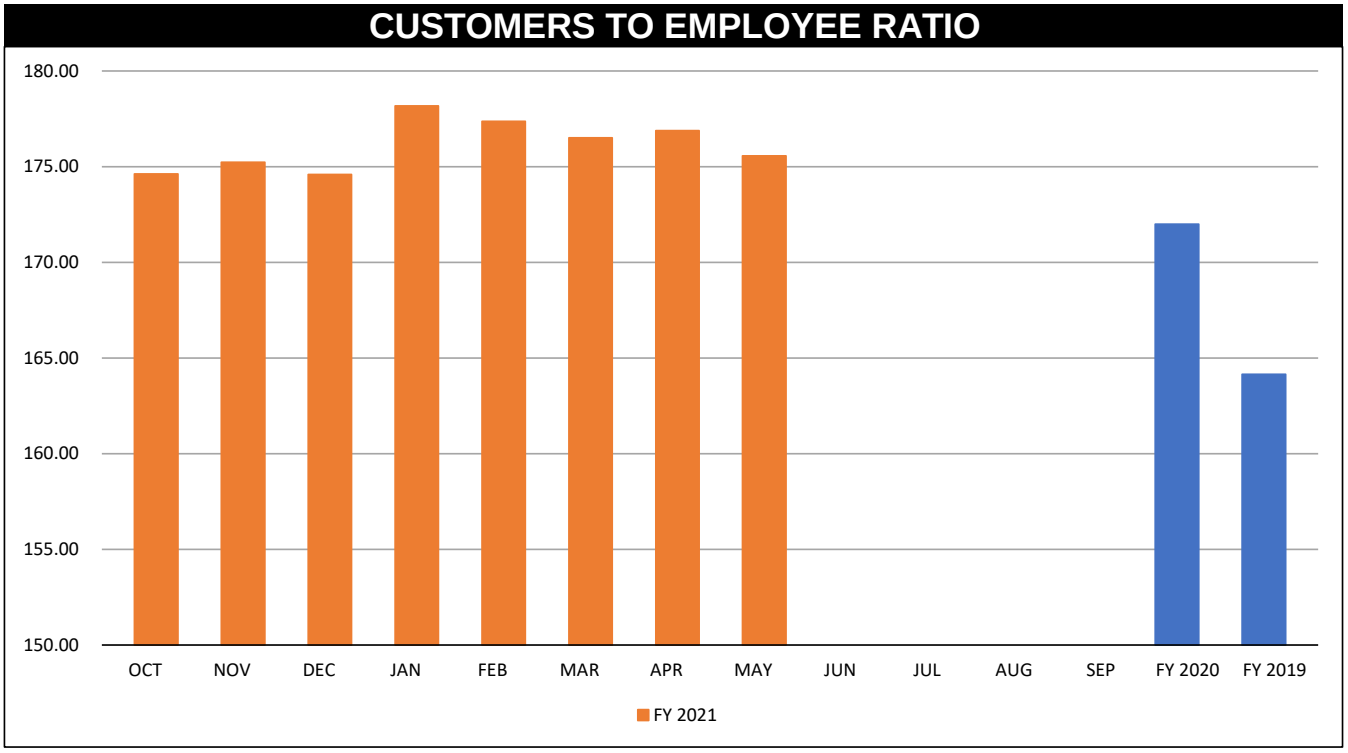
# of individual employees who remained employed for the entire measurement period / # of employees at the start of the measurement period x 100.

January 2021: three (3) resignations.
February 2021: one (1) retirement, two (2) resignations (*note: one of these was rehired same month; one from January rehired)
March 2021: (2) resignations
April 2021: (1) resignation
May 2021: none

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

HUMAN RESOURCES

REPORTING PERIOD: MAY 2021
BRITNEY BECK



DEFINITION: Customer to Employee Ratio shows how many Commission customers we have per 1 Commission FTE

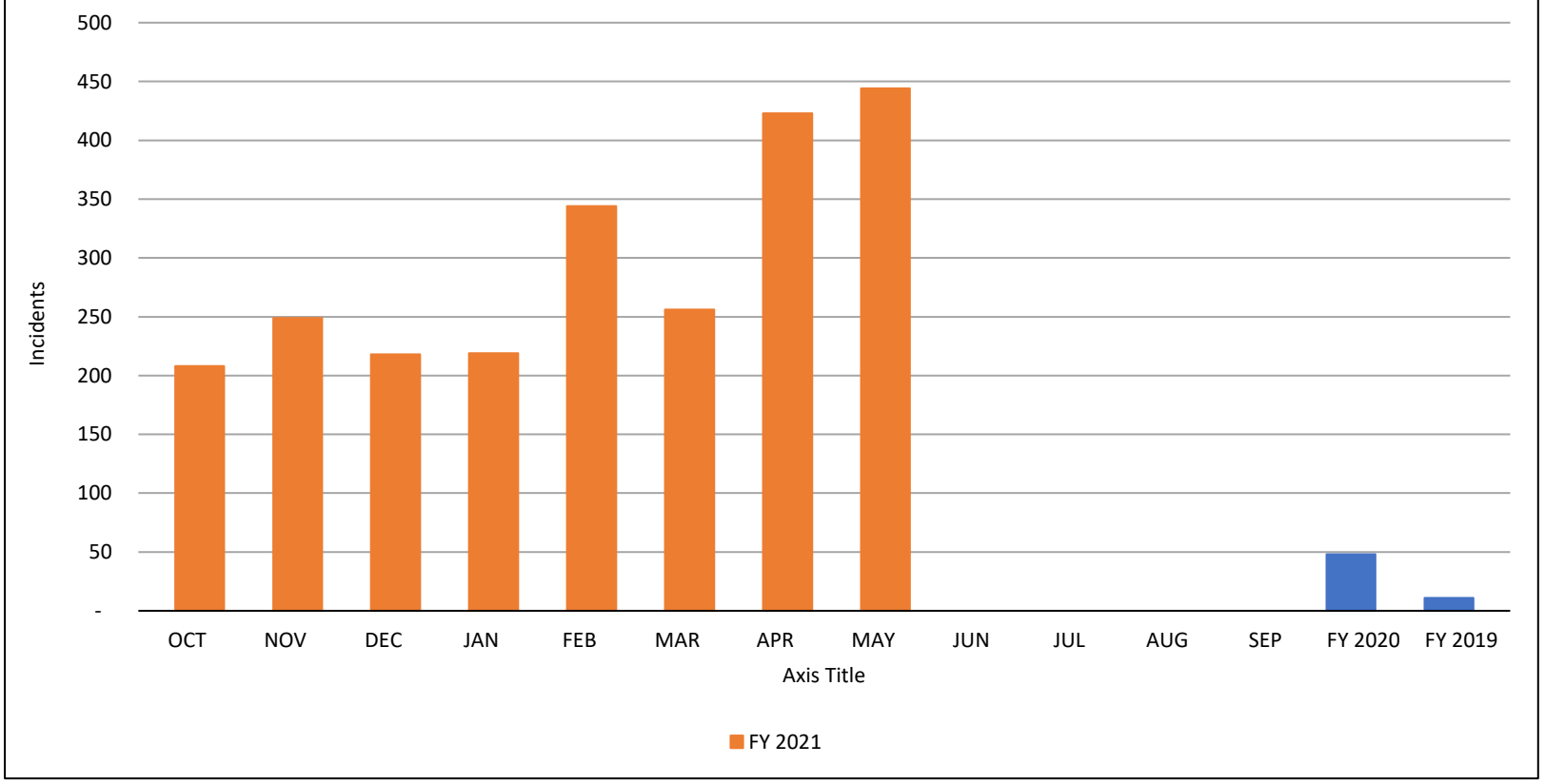
January 2021: Ratio increased due to resignation of three (3) employees.
May 2021: Ratio decrease due to hires

UTILITIES COMMISSION,
CITY OF NEW SMYRNA BEACH

INFORMATION TECHNOLOGY

REPORTING PERIOD: MAY 2021
BRANDY KEEHN

CYBERSECURITY AWARENESS - REPORTED INCIDENTS



DEFINITION: The number of reported suspicious emails or suspicious cybersecurity activity by employees. Used to quantify the effectiveness of a Cybersecurity Awareness Training. Standards and legislations that require Security Awareness Program in place: PCI DSS; Sarbanes-Oxley (SOX); NERC CIP; Health Insurance Portability & Accountability Act (HIPAA); ISO/IEC 27001 & 27002; CobiT Reporting commenced January 2019.

*A *Phish Alert* button was added to the ribbon in Outlook to provide UC email users with a quick, efficient method of reporting suspicious emails to IT.

Sept 20-Oct 20 - Switched cybersecurity training platforms from Curricula to KnowBe4 and increased our phishing campaigns from monthly to bi-weekly which is reflected in the jump in clicks.

02/16/21 - 02/18/21 - Effective KnowB4 Phish Campaign generated 110 alert spike through this 3 day period.

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	✓
RELIABILITY PERFORMANCE	✓
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	✓
VALUE-ADDED SERVICES	✓

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 7-a

☐ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☑ **NEW BUSINESS** **FROM:** Director, Finance / CFO

☐ **OLD BUSINESS** **SIGNATURE:** Efren Chavez

☐ _____ **EXHIBITS:** Rate Study Presentation by Raftelis Financial Consultants and Summit Utility Advisors, Inc.

SUBJECT: 2020-2021 Utility Rate Study - Presentation and Scheduling of Public Hearings with FPSC Electric Rates Submittal

SUMMARY:

PROJECT TYPE: GOVERNANCE ITEM

Representatives from Raftelis Financial Consultants, Inc. and Summit Utility Advisors, Inc. will be in attendance to provide a presentation on the UCNSB's 2020-2021 Utility Rate Study. Upon completion of the presentation and associated discussions/questions, staff will then be requesting authorization to schedule the required two public hearings for all of the rate modifications, and with an additional approval to submit the electric rates to the Florida Public Service Commission for a required rate structure review. The rate modifications are being proposed to take place annually for the next three years (FY2022, FY2023, and FY 2024). Revisions to UCNSB's miscellaneous fees and charges will occur during the first year (FY2022).

The proposed UCNSB rate resolutions, one for electric and one for water resources, will be presented for discussion at the two public hearings. Final rate resolutions will be considered and approved by the Commission during the Regular U.C. Meeting on August 23, 2021 (immediately following the final public hearing). All approved rates will then become effective with the first billing cycle of each fiscal year - effective annually on October 1, 2021, October 1, 2022, and October 1, 2023.

The required statutory notice of increasing water resources rates will be included as an insert in the July utility bills. The FY2022 Budget Estimate, submittal due date to City on or before July 1, reflects the proposed new rates.

FUNDING SOURCE(S) N/A

RECOMMENDED ACTION:

A motion authorizing the scheduling of two public hearings regarding the proposed rate adjustments for July 26, 2021 and August 23, 2021, preliminary and final respectively, at 3:00 p.m. prior to the Regular U.C. Meetings on those dates, and for General Counsel to submit the electric rates to the Florida Public Service Commission for a required rate structure review.

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

Utilities Commission, City of New Smyrna Beach

2020-2021 Utility Rate Study

June 28, 2021 Commission Meeting

RAFTELIS

Our Mission…

As a vital community partner to greater New Smyrna Beach, we operate and maintain infrastructure that provides essential, reliable services. We strive to maintain and build upon the confidence that we earn as a trusted water resources and energy advisor by providing sustainable, conservation-focused utilities. We are characterized by community stewardship, including volunteerism and charitable giving, and will operate with a strong focus on pride in our community.

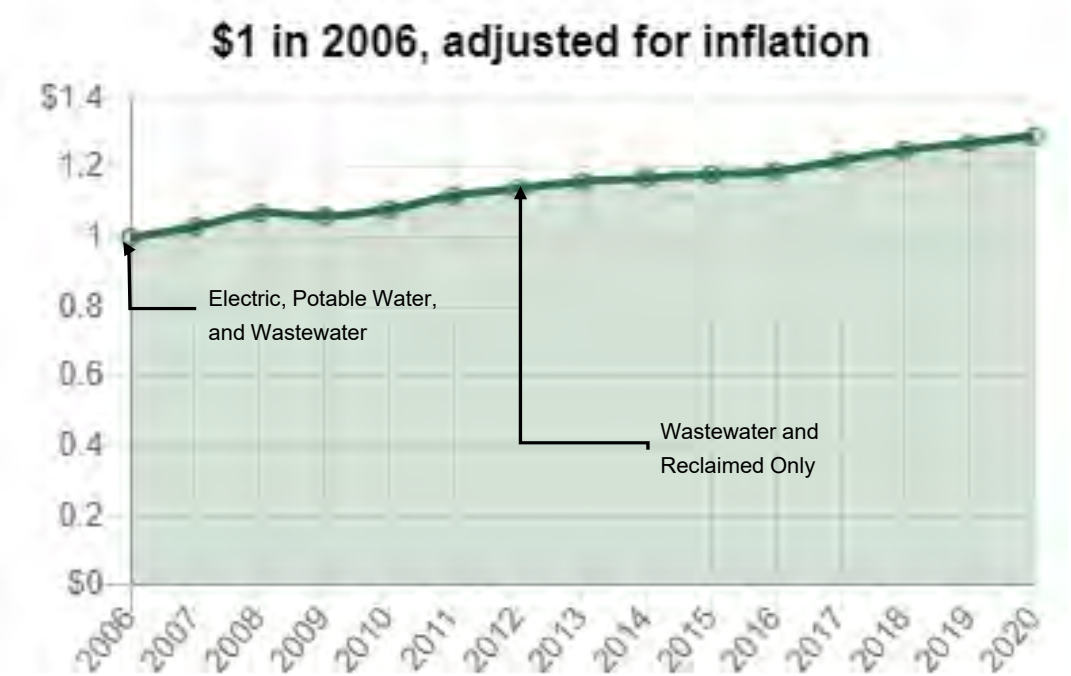
Our Core Values

Safety. Integrity & Transparency. Financial Prudence.
Innovation, Learning, & Improvement. Diversity & Inclusion.

UCNSB Electric and Water Rates History

The UC has not had a utility rate increase for Electric and potable Water services **since 2006**. Wastewater and Reclaimed utility rates were last updated in 2012. Over the 14-year period from 2006 to 2020, the cumulative inflation over this period was **more than 29%.**

- In 2012, over 8 years ago, Wastewater and Reclaimed Rates increased by 7.3%*
- In 2006, over 14 years ago, Water and Wastewater Rates increased by 7.5%*. Water gallonage was slightly reduced and Wastewater increased at that time. Base Facility charge remained unchanged.
- In 2006, over 14 years ago, Electric Rates increased by 6.1%*. Customer Charge has remained unchanged since 2001.
- In the 14+ year period since 2006, cumulative inflation was over 29%
- Since 2006, the UC's wages and benefits, costs, materials, etc. have increased over 1-2% PER YEAR over the same 14+ year period.



*Residential Electric 1,000 kWHr and 5,000 gal Water/Wastewater typical bills used for above calculations

Rate History Observations and Next Steps

- In 2012, after some discussion and against the recommendation of the rate consultant, the Utilities Commission opted to NOT increase electric and water utility rates and instead, defer capital projects
  - To make up for the revenue deficits and the deferred and needed system maintenance, replacement and renewal that exists now because the 2012 Rate Study water rate increase recommendation was not instituted, a phased-in 5-year approach is now recommended
- Over the last 14+ years, the UC staff managed operating expenses to partially offset increased cost of business
  - However, “Cash and Cash Equivalents” and “Renewal and Replacement (R&R) Fund” balances have declined
  - Balances: 2016 ($29.1M) vs. 2020 ($16.6M) – a ***$12.5M or a 43% decrease,*** reduction in the cash balances effectively funded revenue deficits
  - These cash balances now need to be replenished to maintain an appropriate reserve
- In FY 2020, to mitigate and ensure the long-term reliability, resiliency and security of the UC’s infrastructure, the Commission and Staff contracted with outside consultants to perform a rate adequacy study incorporating the following:
  - All-in cost of service model
  - Five (5) year Capital Improvement Plan (CIP) [2021-2025], including Utility Modernization Initiatives
  - Working capital targets
  - Operating expense cash reserves
- Rate Study results and expected implementation effective date: October 1, 2021 (start of FY 2022)
- Going forward, the UC is committed via Resolutions 2021-01 & 2021-03 to perform an assessment of rates and fees every three (3) years to ensure that our rates and fees such as capital connection fees are appropriate for the long-term capacity, reliability and resiliency of the UC’s Infrastructure

Rate History Observations and Next Steps

- As part of the comprehensive rate study performed in FY 2021, the Electric and Water/Water-Related miscellaneous service fees were also reviewed and updated. Service fees include one-time infrequent charges for services such as initial customer connection, customer-requested service call, etc.
- Service fees were reviewed and updated for the following characteristics:
  - Eliminated fees which were no longer applicable or duplicative
    - Cut-out fees were eliminated
  - Confirmed that the UC service fees were in line with UC peers - municipal and investor-owned utilities
- Consistent with Resolutions 2021-01 & 2021-03, the UC will perform an assessment of rates and fees every three (3) years

Rate Study Objectives / Tasks

- Develop a financial forecast through fiscal year 2025, including a projection of:
  - Customers and revenues
  - Operating expenses
  - Capital improvement requirements and funding
    - Capital program includes system Modernization initiatives
  - Future debt service payments associated with the Series 2020 Bonds
  - FPPCAC (Fuel Adjustment) over-recovery balance
  - Cash reserve for O&M expenditures
- Estimate the revenue requirements to be recovered from utility services
- Identify the appropriate rate adjustments during the study period to support the long-term system capacity, reliability and resiliency of the UC's Infrastructure

Sample Residential Monthly UC Bill – Existing vs. Proposed *

Description	Existing	FY 2022	FY 2023	FY 2024	FY 2025 *
Electric Bill **	$97.85	$94.43	$95.00	$96.61	$97.05
Water & WW Bill	$50.88	$55.66	$59.98	$63.70	$66.47
Total Monthly Bill	$148.73	$150.09	$154.98	$160.31	$163.52
$ Increase		$1.36	$4.89	$5.33	$3.21
% Increase		0.9%	3.3%	3.4%	2.0%

* The UC is requesting Commission Approval for FY22 – FY24. FY25 is shown for illustrative and discussion purposes only.

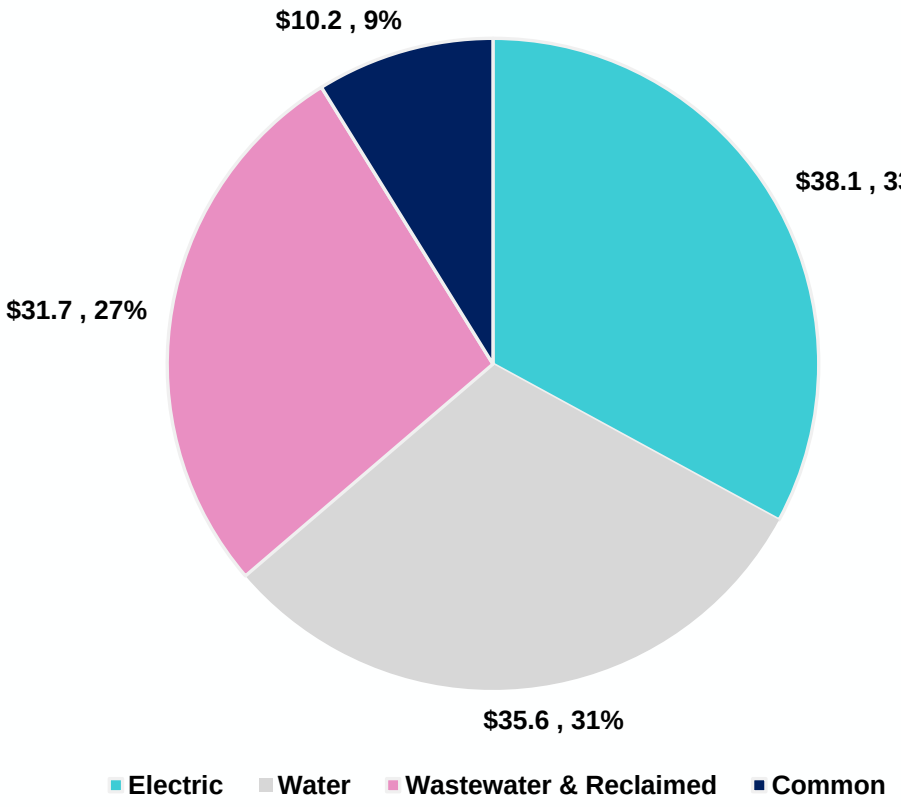
** Includes application of existing FPPCAC (Fuel and Purchased Power Cost Adjustment Clause)

- Customer use assumptions:
  - Water and Wastewater: 5/8-inch meter using 4,000 gallons of consumption
  - Electric: Single phase service using 1,000 kWh which is an industry standard comparison. UC historical average use is 910 kWh.

As a result of the Rate Study and the ratable work down of the existing fuel over-recovery, the all-in year-over-year rate modifications provide for the latest five (5) year CIP plan, utility operations and the buildup of working capital reserves while maintaining reasonable and gradual customer rate increases

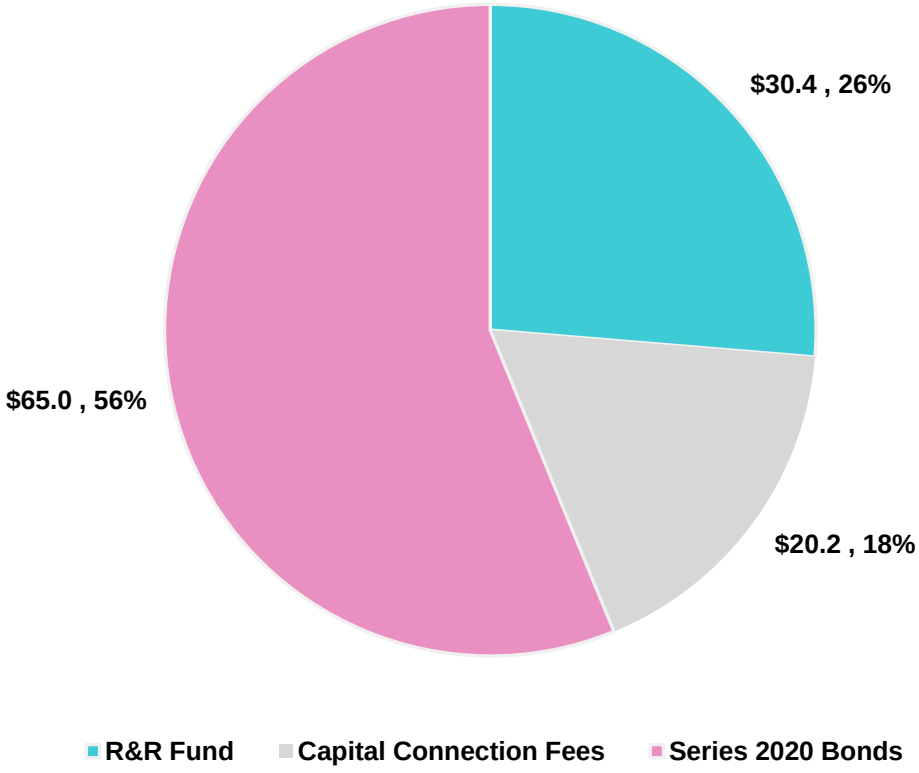
Projected Capital Spending by Line of Business (FY 2021 – 2025)

- Amounts on pie chart shown in millions of dollars
- Total Capital Improvement Plan Spend $115.6M



Projected Capital Funding Sources (FY 2021 – 2025)

- Amounts on pie chart shown in millions of dollars
- The CIP over the next five (5) years is funded in order of spend as follows: 1) Series 2020 Bonds, 2) Renewal & Replacement, and 3) Capital Connection Fees
- Total Capital Improvement Plan Spend $115.6M



Major Study Assumptions
Escalation Factors Summary

Description	FY 2022	FY 2023	FY 2024	FY 2025
General Inflation	2.00%	2.00%	2.00%	2.00%
Repair & Maintenance	3.00%	3.00%	3.00%	3.00%
Labor	3.00%	3.00%	3.00%	3.00%
Health Insurance	5.00%	5.00%	5.00%	5.00%

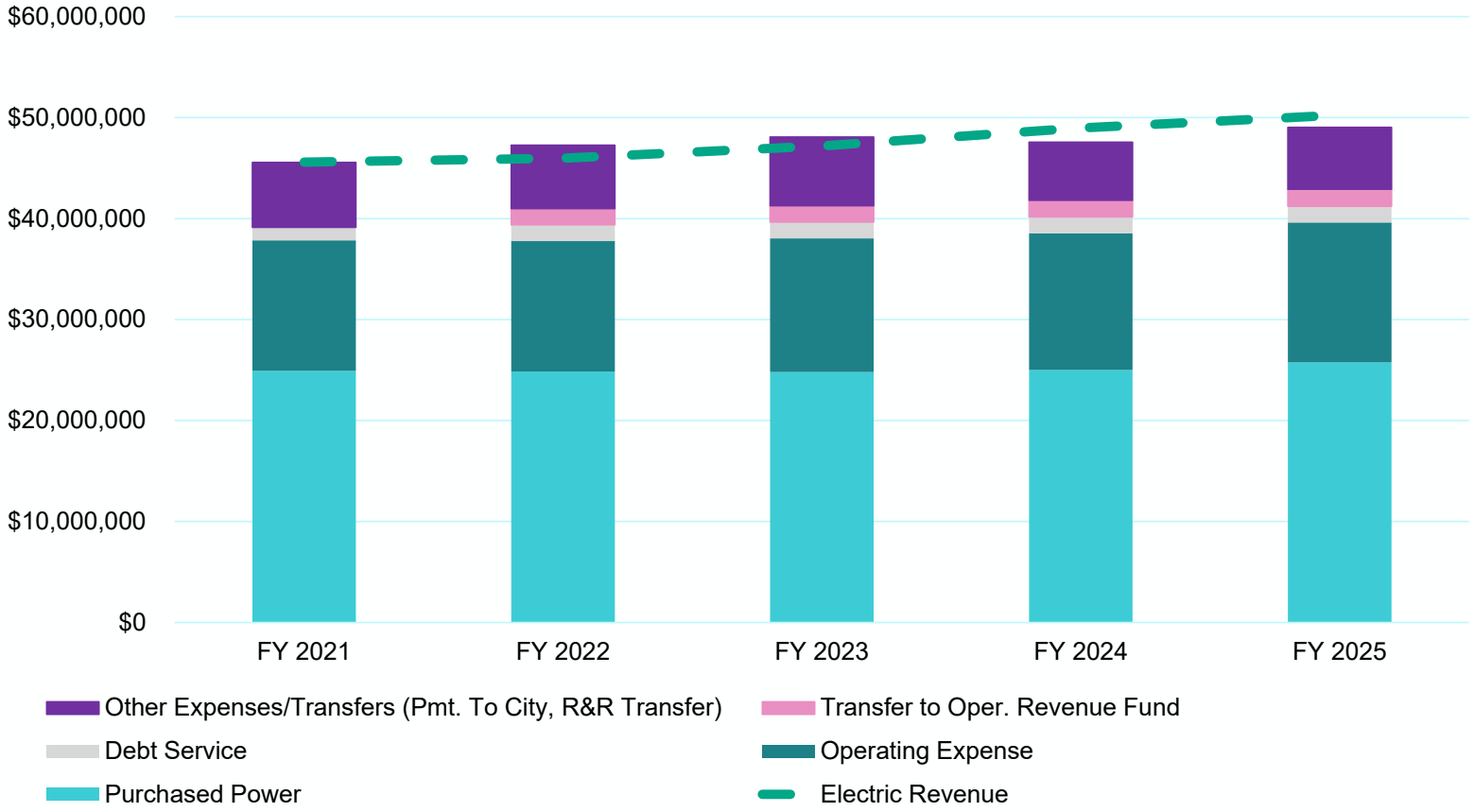
Description	FY 2022	FY 2023	FY 2024	FY 2025
Elec Customer Growth	2.29%	2.22%	2.23%	2.26%
Water Customer Growth	1.91%	1.91%	1.94%	1.97%
WW Customer Growth	1.88%	1.89%	1.94%	1.95%
RW Customer Growth	2.66%	2.96%	2.87%	2.79%

The cost escalation and the customer growth assumptions are reasonable and consistent with past historical trends

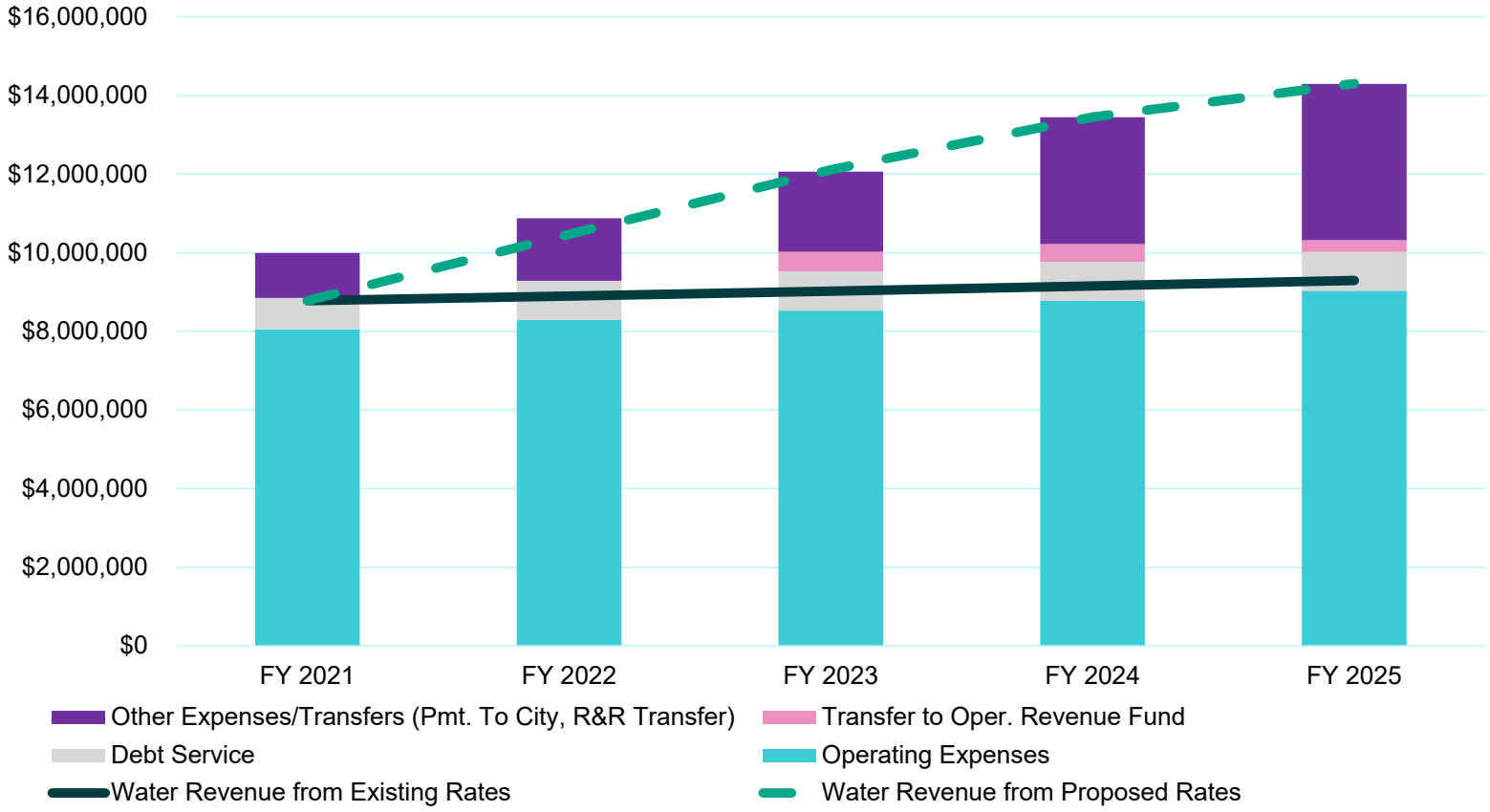
Major Study Assumptions Summary (Cont.)

- No additional debt will be issued to fund the Five (5) year Capital Improvement Plan beyond the existing Series 2020 Bonds
- Five (5) year Capital Improvement Plan is projected to be fully funded
- Rate study assumes the adoption of the approved Water, Wastewater, and Reclaimed water Capital Connection Fees
- Satisfy bond covenant requirements related to debt service coverage
- Achieve Water and Wastewater minimum operating reserves of 90 days of O&M expenses in FY2025
  - Electric previously met target
- FPPCAC (Fuel Adjustment) over-recovery target is $5 million, current May 31st balance is $7.6 million
- Rate study updates do not impact payment calculation to the City

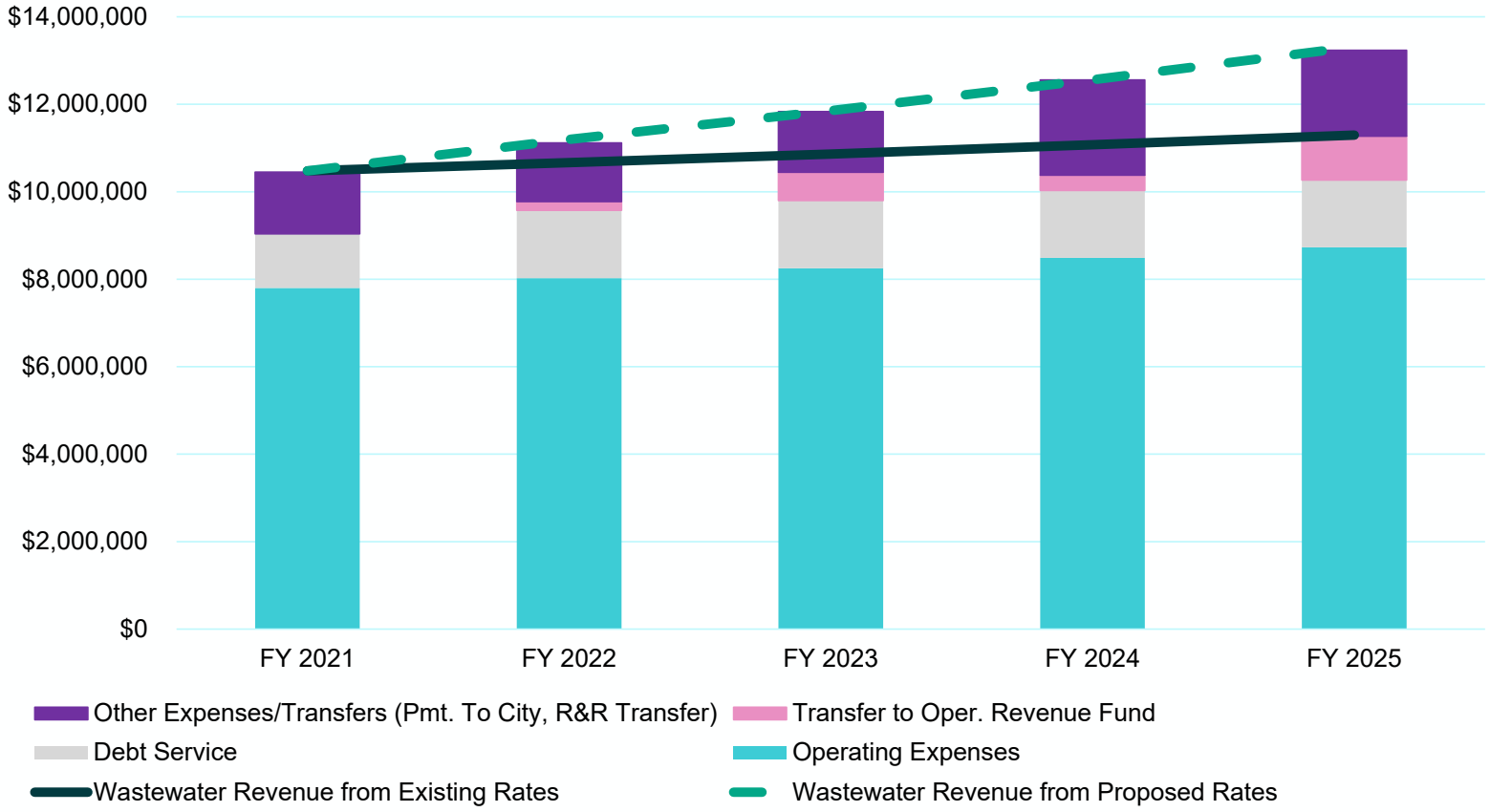
Electric Revenue Sufficiency at Proposed Rates



Water Revenue Sufficiency at Proposed Rates



Wastewater Revenue Sufficiency at Proposed Rates



- Includes both Wastewater and Reclaimed water

Proposed System-Wide Rate Adjustments

Description	FY 2022	FY 2023	FY 2024	FY 2025
Electric	0.00%	0.60%	1.60%	0.50%
Water	19.00%	15.00%	10.00%	5.00%
Wastewater	5.00%	4.00%	4.00%	4.00%
Reclaimed Water	5.00%	4.00%	4.00%	4.00%

- Electric rate changes vary by customer class (i.e. residential versus general/commercial service demand and non-demand)
- Water - To make up for the revenue deficits that exists now because the 2012 Rate Study water rate increase recommendation was **NOT** instituted, a phased-in 5-year approach is now recommended.
  - The dollar and related percentage increase on a monthly bill for a 5/8-inch residential customer using 4,000 gallons of consumption is as follows:

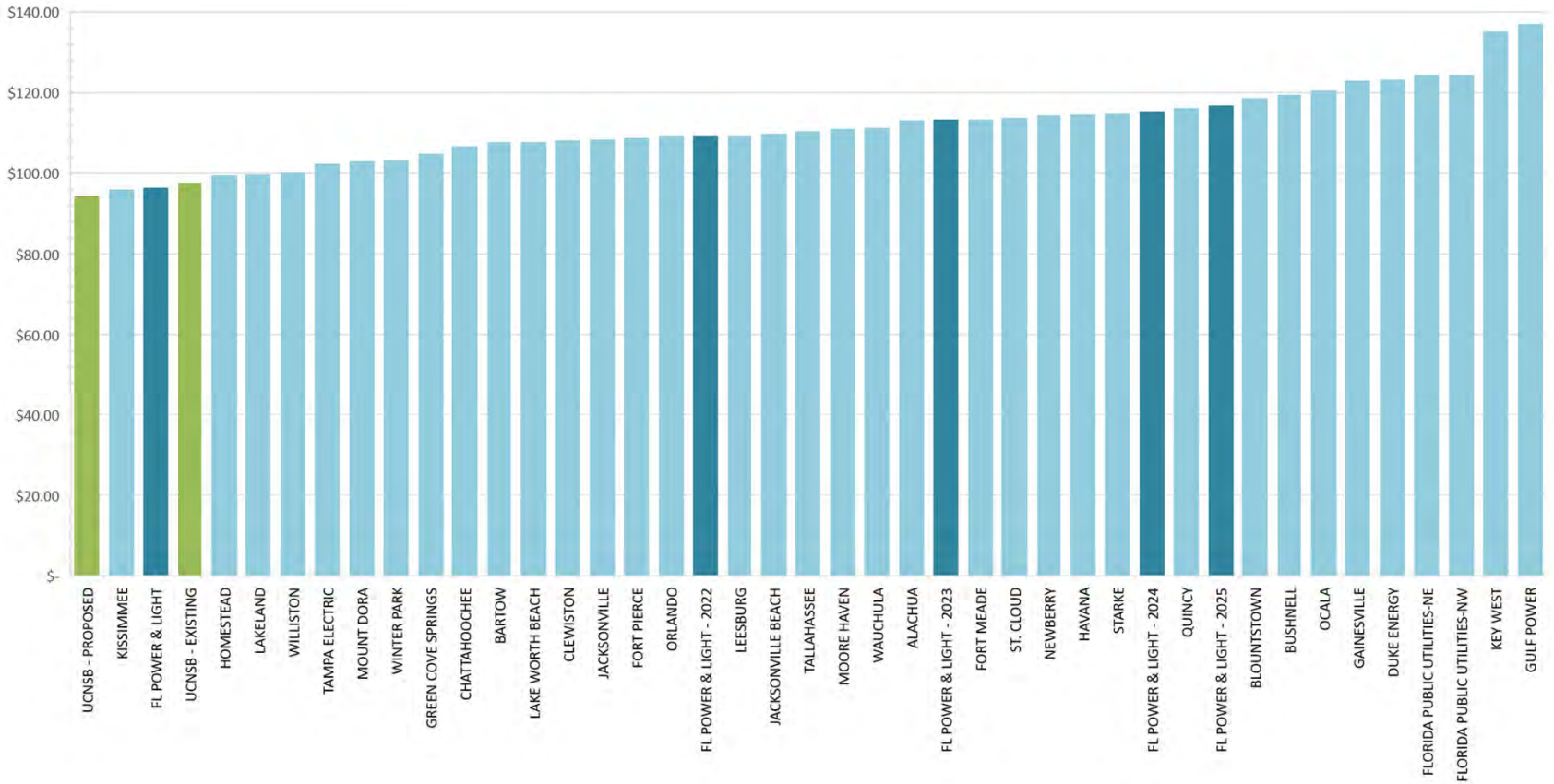
Description	Existing	FY 2022	FY 2023	FY 2024	FY 2025
Total Water & Wastewater Bill	$50.88	$55.66	$59.98	$63.70	$66.47
$ Increase		$4.78	$4.32	$3.72	$2.77
% Increase		9.4%	7.8%	6.2%	4.3%

Operating Reserve Projections

Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Revenue Fund – Electric	$5,996,550	$6,292,653	$7,054,814	$10,107,973	$13,017,589
Calculated Days of O&M Expense	169	178	194	272	343
Operating Revenue Fund – Water System	$35,068	$126,278	$1,570,208	$2,025,440	$2,332,124
Calculated Days of O&M Expense	*2*	*6*	*67*	*84*	*94*
Operating Revenue Fund – Wastewater System	$28,982	$305,733	$976,713	$1,330,992	$2,408,811
Calculated Days of O&M Expense	*1*	*14*	*43*	*57*	*101*
R&R Fund – All Systems	$5,649,679	$5,149,679	$4,249,679	$4,249,679	$4,249,679
Cap. Connection Fee Fund	$15,638,446	$12,952,846	$7,953,046	$5,429,996	$2,092,496

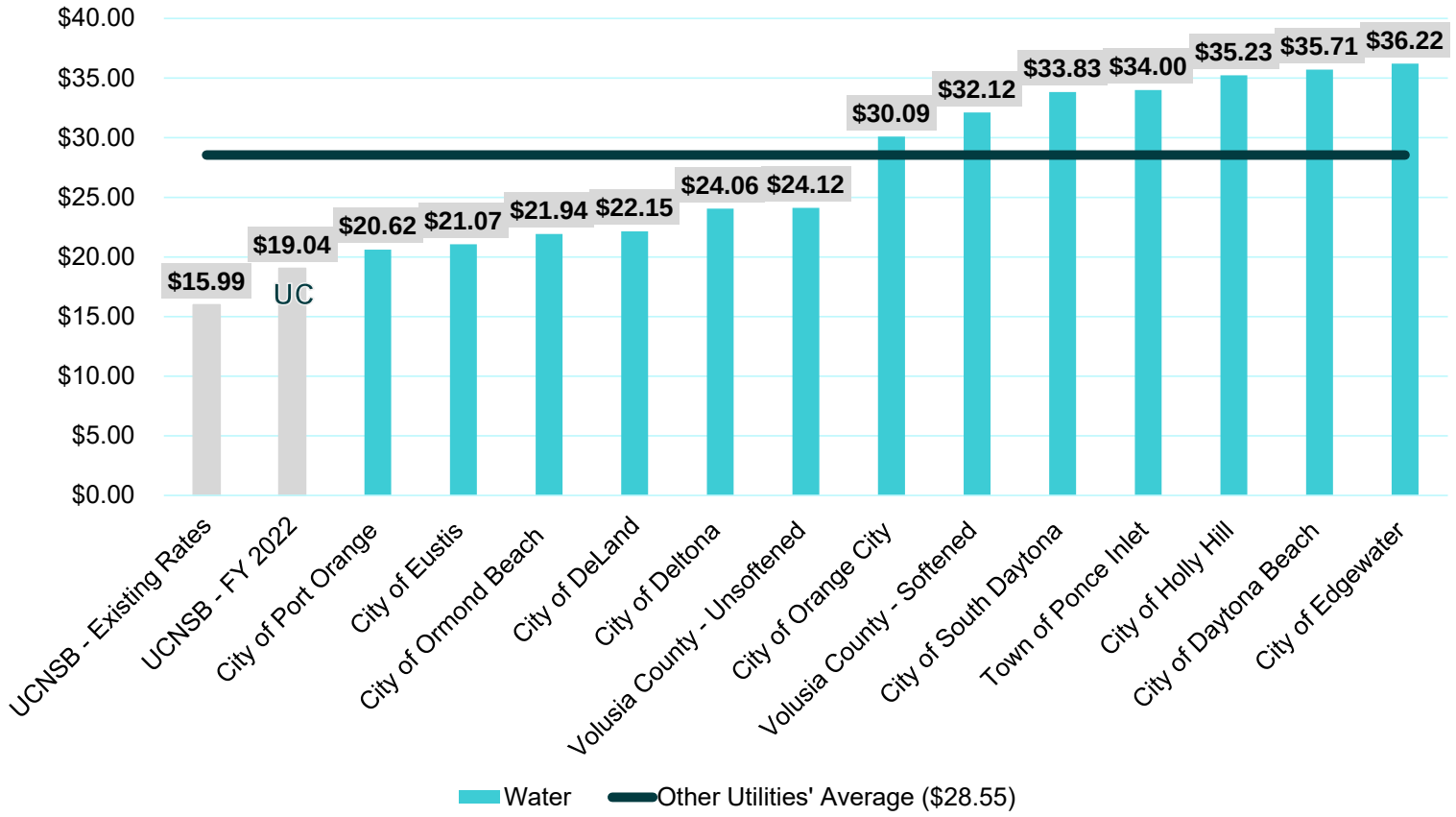
- Ending balances shown above
- 90 days operating expenses reserve balance achieved in FY 2025 for water and wastewater
- With consideration of the FPPCAC over-recovery balance liability, 90 days operating expenses reserve balance achieved in FY 2024 for electric
- Capital connection fee fund balances include resolution of outstanding infrastructure fee credits

FY22 Residential Electric Bill Comparison 1,000 kWh



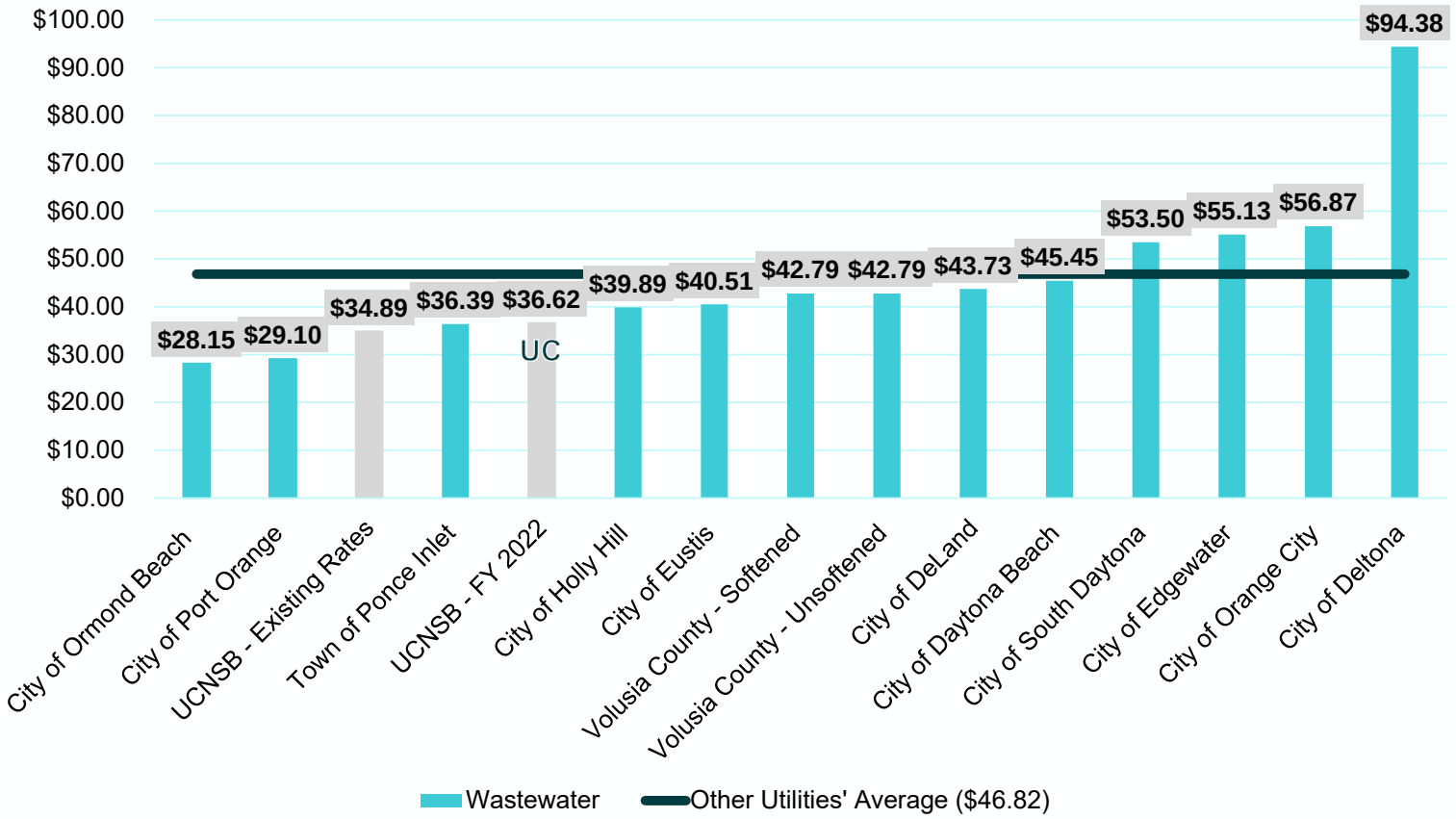
- With the work down of the existing fuel over-recovery, the UC's *proposed* Electric rates for a typical 1,000 kWh bill will be *lower than the existing typical UC electric bill* and the *UC will remain the lowest cost electric provider*

FY22 Residential Water Rate Comparison 4,000 Gallons



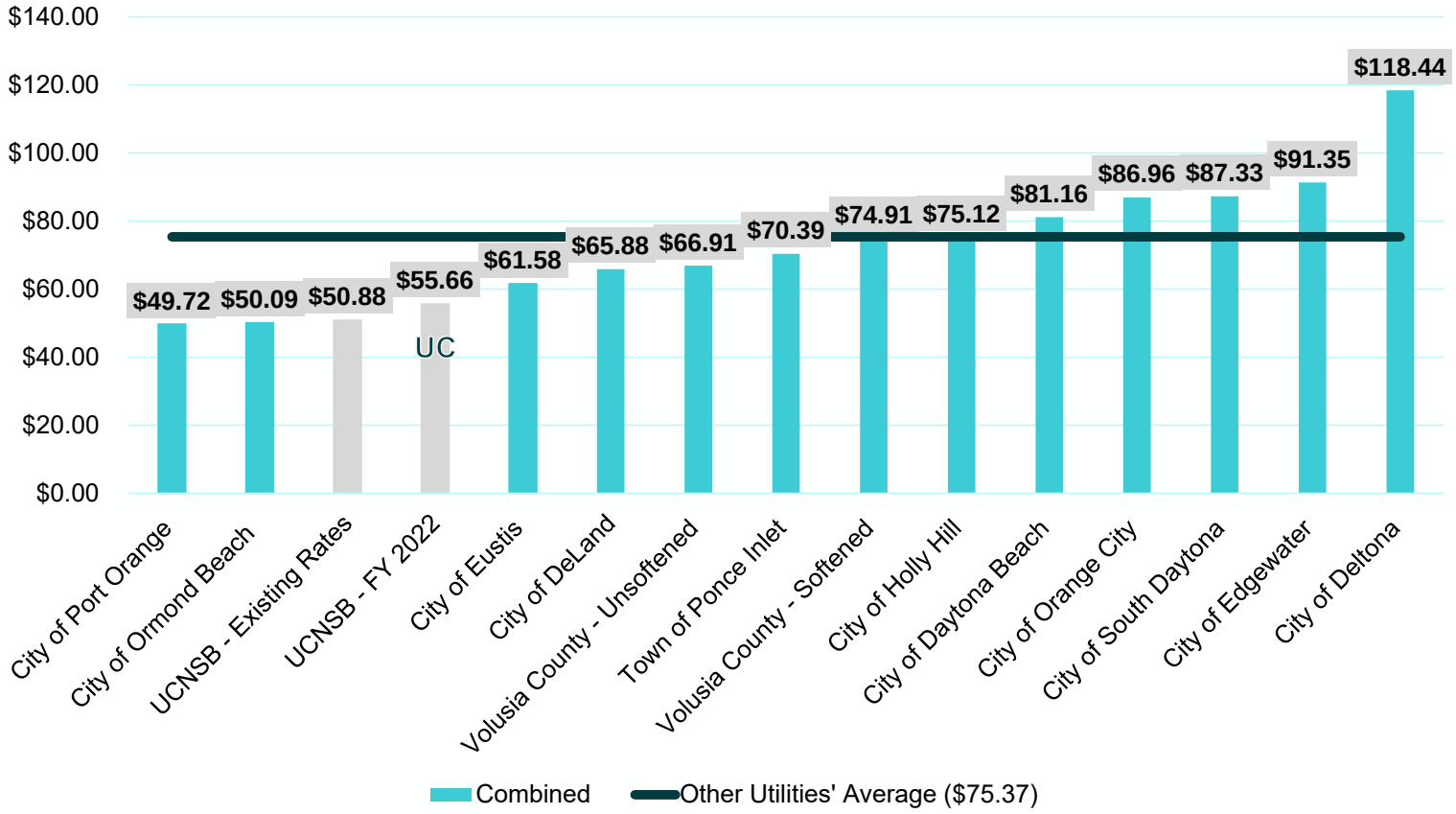
- Even with the proposed Water rate modifications, the UC's proposed Water rates for 4,000 gallons of typical usage will remain in the top quartile *for lowest cost* and *will be over 33% lower than the Other Utilities' Average*

FY22 Residential Wastewater Rate Comparison 4,000 Gallons



- Even with the proposed Wastewater rate modifications, the UC's proposed Wastewater rates for 4,000 gallons of typical usage will remain in the top quartile *for lowest cost* and *will be over 21% lower than the Other Utilities' Average*

FY22 Residential Water & Wastewater Rate Comparison – 4,000 Gallons



- Even with the proposed Water and Wastewater rate modifications, the UC's proposed combined rate for 4,000 gallons of typical usage will remain in the top quartile *for lowest cost* and *will be over 26% lower than the other Utilities' Average*

Major Study Assumptions – Purchased Power

Description	FY 2022	FY 2023	FY 2024	FY 2025
Purchased Power				
St. Lucie - FMPA Nuclear Purchases	$ 4,661,055	$ 4,661,055	$ 4,661,055	$ 4,661,055
FPL Purchases	19,661,500	19,367,038	18,929,330	19,075,300
Generation	23,201	23,201	23,201	23,201
Interchange (Non-Firm Energy Purchases)	504,568	754,356	1,045,400	1,523,820
FMPA Solar	-	-	360,523	487,413
Total Purchased Power Charges	$ 24,850,324	$ 24,805,649	$ 25,019,509	$ 25,770,789
$/MWh	$ 50.56	$ 49.47	$ 48.88	$ 49.29
Assumed Natural Gas Pricing (Average $/MMBTu):				
Base Case	$ 2.71	$ 2.54	$ 2.49	$ 2.53
25% Above Base Case	$ 3.39	$ 3.17	$ 3.12	$ 3.17
50% Above Base Case	$ 4.07	$ 3.80	$ 3.74	$ 3.80
Impact to Purchased Power:				
25% Above Base Case	$ 27,651,326	$ 27,564,466	$ 27,723,904	$ 28,603,745
Variance From Base Case	$ 2,801,001	$ 2,758,816	$ 2,704,395	$ 2,832,956
50% Above Base Case	$ 30,452,327	$ 30,323,282	$ 30,428,299	$ 31,436,700
Variance From Base Case	$ 5,602,003	$ 5,517,632	$ 5,408,790	$ 5,665,911

Changes in UCNSB forecasted purchased power is driven primarily by changes in natural gas forward [future] pricing.

Electric Major Study Assumptions
Cost of Service

Description	Total System	Residential	General Service Non-Demand	General Service Demand	Large Demand	Street & Private Lighting
From Cost of Service:						
Net Revenue Requirement	$ 46,745,428	$ 32,842,437	$ 5,615,533	$ 4,039,692	$ 3,925,746	$ 322,020
Total Revenue Increase(Decrease) Required	$ 1,822,258	$ 2,204,468	$ 434,401	$ (356,151)	$ (478,363)	$ 17,904
Total Percent Increase(Decrease) Required	4.06%	7.20%	8.38%	-8.10%	-10.86%	5.89%
Adjusted for Rate Design:						
Net Revenue Requirement	$ 46,745,428	$ 32,129,776	$ 5,493,680	$ 4,395,843	$ 4,404,109	$ 322,020
Total Revenue Increase(Decrease) Required	$ 1,822,258	$ 1,491,807	$ 312,547	$ -	$ -	$ 17,904
Total Percent Increase(Decrease) Required	4.06%	4.87%	6.03%	0.00%	0.00%	5.89%

Electric rate adjustments shown above *exclude* the impact of the FPPCAC (Fuel Adjustment) over-recovery reimbursement to UC customers which *reduces* the impact of rate increases over the rate study implementation period [2022-2025].

Electric Major Study Assumptions
Proposed Rate Design

Description	Existing	Proposed	% Change
Base Rate Revenues:			
Residential	$ 25,720,055	$ 32,129,842	24.9%
General Service - No-Demand	$ 4,310,667	$ 5,493,830	27.4%
General Service - Demand	$ 3,730,148	$ 4,396,047	17.9%
Large Demand	$ 3,657,692	$ 4,404,332	20.4%
Street & Private Outdoor Lighting	$ 514,941	$ 585,498	13.7%
Total Base Rate Revenues	$ 37,933,504	$ 47,009,550	23.9%
FPPCAC (Fuel Adjustment) Revenues:			
Residential	$ 4,917,915	$ (1,242,749)	-125.3%
General Service - No-Demand	$ 870,465	$ (219,965)	-125.3%
General Service - Demand	$ 665,695	$ (168,220)	-125.3%
Large Demand	$ 746,417	$ (188,618)	-125.3%
Street & Private Outdoor Lighting	$ 57,195	$ (14,453)	-125.3%
Total FPPCAC Revenues	$ 7,257,687	$ (1,834,006)	-125.3%
Total Revenues:			
Residential	$ 30,637,970	$ 30,887,092	0.8%
General Service - No-Demand	$ 5,181,133	$ 5,273,865	1.8%
General Service - Demand	$ 4,395,843	$ 4,227,827	-3.8%
Large Demand	$ 4,404,109	$ 4,215,714	-4.3%
Street & Private Outdoor Lighting	$ 572,136	$ 571,045	-0.2%
Total Revenues	$ 45,191,191	$ 45,175,544	0.0%

- FPPCAC (Fuel Adjustment) over-recovery year-end balance:
  - FY 2022 - $6 million
  - FY 2023 - $5 million
  - Current plan has a $5 million over-recovery target balance maintained through FY 2025

Major Study Assumptions Summary
Residential Electric Rate Design

Description	Existing	Proposed	% Change
Customer Charge:			
Single Phase	$ 5.65	$ 8.25	46.0%
Three Phase	$ 7.85	$ 11.46	46.0%
Energy Rate:			
First 1,000 kWh	$ 0.07645	$ 0.09016	17.9%
Over 1,000 kWh	$ 0.07645	$ 0.10570	38.3%
FPPCAC	$ 0.01575	$ (0.00398)	-125.3%
Revenues:			
Base Rates	$25,720,055	$32,129,842	24.9%
PPAC	$ 4,917,915	$ (1,242,749)	-125.3%
Total	$30,637,970	$30,887,092	0.8%

The proposed Electric rates reflect the rate changes and the reduction in FPPCAC (Fuel Adjustment) over-recovery resulting in a less than 1% customer rate increase. The impact of the Electric rate modifications vary by customer class (i.e. residential versus general/commercial service (demand and non-demand).

Summary of Major Study Assumptions
Residential Electric Rate Comparison

Usage - kWh	New Smyrna		FPL - Effect. Jan. 2021
	Existing	Proposed	
400	$ 42.53	$ 42.72	$ 43.63
600	$ 60.97	$ 59.96	$ 61.28
800	$ 79.41	$ 77.19	$ 78.92
1,000	$ 97.85	$ 94.43	$ 96.57
1,200	$ 116.29	$ 114.77	$ 118.16
1,400	$ 134.73	$ 135.12	$ 139.75
1,600	$ 153.17	$ 155.46	$ 161.34
1,800	$ 171.61	$ 175.81	$ 182.93

UC's proposed rate of $94.43 is ***$2.14 or 2.3% less*** than the FPL rate of $96.57

Summary of Major Study Assumptions
Preliminary Operating Results (All Systems)

Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Rate Revenue	$63,298,000	$66,077,004	$69,572,928	$73,355,693	$76,194,795
Miscellaneous Revenue	1,547,178	1,567,243	1,593,520	1,628,924	1,671,310
Total Revenue	$64,845,178	$67,644,248	$71,166,448	$74,984,617	$77,866,105
Operating Expenses	$53,706,782	$54,092,416	$54,832,141	$55,832,122	$57,390,536
Net Revenue Available for Debt Service	$11,138,396	$13,551,832	$16,334,307	$19,152,495	$20,475,569
Debt Service	$3,326,559	$4,170,750	$4,155,500	$4,142,125	$4,135,250
Other Expenditures/Transfers	8,982,157	11,011,212	12,978,356	13,608,162	15,042,015
Surplus/(Deficiency)	($1,170,321)	($1,630,130)	($799,549)	$1,402,207	$1,298,304
Debt Service Coverage Calculated	3.35	3.25	3.93	4.62	4.95
DSC Minimum	1.25	1.25	1.25	1.25	1.25

Next Steps

- Prepare Electric rate tariff submission to the FL Public Service Commission (PSC) for review – Applicable to Electric rates and fees only
  - According to PSC general filing instructions, the electric rates and fees shall be filed with the Commission Clerk at least thirty (30) days prior to adoption by the utility
  - After June Commission approval-to-proceed with rate changes, UC counsel to submit electric rates and fees filing with PSC
- At the June 2021 Commission meeting, the FY22-FY31 [O&M and Capital] Budget will be submitted for Commission approval
  - The Budget revenues reflect the new UC Electric, Water, Wastewater and Reclaimed customer rates and fees
- Customer bill insert will be sent notifying customers of the rate changes [effective for each fiscal year: FY22, FY23 & FY24] and upcoming hearing dates. Bill insert will be included in the next UC customer billing.
  - Bill insert provided sample residential monthly UC Bill and provided notification of the required two (2) hearings:
    - July [First/Preliminary] Hearing
    - August [Second/Final] Hearing
- Draft Electric and Water/Wastewater and fees rate resolutions will be presented to the Commission at the July 2021 Meeting [First/Preliminary Hearing]
  - Resolutions approved at the August [Second/Final] Hearing
- Upon Commission Approval [August Hearing], updated Water/Wastewater and fees will also be formally adopted by the UC
  - Once approved, adopted rates are effective at the beginning of the subsequent three (3) fiscal years: FY22 [effective 10/1/21], FY23 [effective 10/1/22] and FY24 [effective 10/1/23]
- During the next 2-3 months, the UC will be working on loading the new rates and perform the applicable testing to ensure smooth transition to newly adopted rates
- Finalize Field Street Generation evaluation
- Finalize Rate Study report

BUDGET CATEGORY:

SAFETY / SECURITY / RISK MNGMNT.	✓
RELIABILITY PERFORMANCE	
SYSTEM CAPACITY EXPANSION	
PREVENTIVE / CORRECTV. MAINT.	
DEVELOPMENT / RELOCATION	
IT / SHARED SRVCS. / EMPLOYEES PERF.	✓
VALUE-ADDED SERVICES	

ADM. OFFICE USE ONLY:

UTILITIES COMMISSION
CITY OF NEW SMYRNA BEACH, FLORIDA

AGENDA ITEM 7-b

☐ **CONSENT ITEM** **FOR MEETING OF:** June 28, 2021

☑ **NEW BUSINESS** **FROM:** Director, Finance / CFO

☐ **OLD BUSINESS** **SIGNATURE:** Efren Chavez

☐ _____ **EXHIBITS:** Proposed U.C. Resolution No. 2021-08

SUBJECT: Consideration of U.C.'s FY2022 Budget and Capital Improvement Plan FY2022-2031

SUMMARY:

PROJECT TYPE: GOVERNANCE ITEM

As required by the U.C.'s governing legislation, master bond Resolution No. 2020-02 and management and governance guidelines Resolution No. 2021-03, the Commission shall annually prepare and adopt a detailed budget for the succeeding fiscal year on or before July 1. In compliance with such requirements, the proposed Budget Estimate for Fiscal Year Ending September 30, 2022, is hereby submitted for approval.

Additionally, the U.C.'s Capital Improvement Plan (FY2022-2031) is presented and is also hereby submitted for approval.

Please Note - The revenues in the proposed FY2022 Budget Estimate reflect the proposed new rate revisions (upon final approval rates to become effective with the first billing cycle in 10-21).

(Copies of the FY2022 Budget will be posted on the U.C.'s website. Due to voluminous nature, Exhibit A to the attached Resolution No. 2021-08 is not included in this electronic format.)

FUNDING SOURCE(S) N/A

RECOMMENDED ACTION:

A motion approving the FY2022 Budget and Capital Improvement Plan (FY2022-2031) and U.C. Resolution No. 2021-08. (Upon approval, FY2022 Budget Estimate will be forwarded to the City of NSB. Final, formal adoption of the FY2022 Budget is pending City Commission approval by Ordinance.)

GM/CEO Joseph Bunch

NOTE: ALL AGENDA ITEMS MUST BE IN THE GENERAL MANAGER'S OFFICE BY NOON MONDAY TO FRIDAY TWO WEEKS PRIOR TO THE REGULAR MONDAY COMMISSION MEETING.

RESOLUTION NO. 2021-08

A RESOLUTION APPROVING AND ADOPTING THE UTILITIES COMMISSION'S PROPOSED BUDGET ESTIMATE FOR FISCAL YEAR ENDING SEPTEMBER 30, 2022, PENDING NEW SMYRNA BEACH CITY COMMISSION APPROVAL BY ORDINANCE, AND APPROVING THE UTILITIES COMMISSION'S CAPITAL IMPROVEMENT PLAN (FY2022-2026 AND FY2027-2031), RESCINDING ALL RESOLUTIONS, OR PORTIONS THEREOF, IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Utilities Commission, City of New Smyrna Beach, Florida, was duly created and validly existing under and by virtue of Chapters 67-1754 and 85-503, Laws of Florida, as the governing body of the utility system of the City of New Smyrna Beach, Florida; and

WHEREAS, the Utilities Commission enabling legislation, as stated above, requires the preparation and submission of its budget for the ensuing year to the City Commission of the City of New Smyrna Beach and as additionally required by the U.C.'s Master Bond Resolution No. 2020-02 and management, governance guidelines Resolution No. 2021-03. Per City Ordinance 77-20 and Resolution No. BOE 03-20 approval by referendum, effective 1-1-21, this budget is to be submitted to the City on or before July 1 of each year; and

WHEREAS, the Utilities Commission's annual budget for Fiscal Year 2022, beginning October 1, 2021 and continuing through September 30, 2022, sets forth its estimated gross revenues and estimated requirements for operations and maintenance expenses, debt service, and capital funding for all systems to be operated by the Utilities Commission for such period; and

WHEREAS, a copy of the budget estimate will be published in a newspaper of general circulation in the city during the month of July and a final budget shall be formally adopted upon approval by ordinance of the New Smyrna Beach City Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE UTILITIES COMMISSION, CITY OF NEW SMYRNA BEACH, FLORIDA, AS FOLLOWS:

SECTION 1: The Utilities Commission does hereby approve and adopt the proposed Budget Estimate for Fiscal Year Ending September 30, 2022, and approve its Capital Improvement Plan (FY2022-2026 and FY2027-2031):

SEE EXHIBIT A, ATTACHED HERETO AND
BY REFERENCE MADE A PART HEREOF

SECTION 2: If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 3: All Resolutions, or portions thereof, in conflict herewith are hereby rescinded and superseded.

SECTION 4: After adoption by the Utilities Commission, this Resolution shall take effect immediately upon passage.

THE ABOVE AND FOREGOING RESOLUTION was introduced at a regular meeting of the Utilities Commission, City of New Smyrna Beach, Florida, held on June 28, 2021, by Commissioner _____, who moved its adoption, which motion was seconded by Commissioner _____, and upon roll call vote of the Commission was as follows:

CHAIRMAN	_____	_____
VICE CHAIRMAN	_____	_____
SECY.-TREAS.	_____	_____
ASST. SECY.-TREAS.	_____	_____
COMMISSIONER	_____	_____

APPROVED:

_____
CHAIRMAN

ATTEST:

_____
SECRETARY-TREASURER

S E A L

APPROVED AS TO FORM AND CORRECTNESS:

_____
Utilities Commission General Counsel