

**Utilities Commission Meeting  
16 December 2021**

**Commissioners Present:** J. Davenport, Chairman; R. Hawkes, Vice Chair; L. Conrad, Sect/Treas.; J. Smith, Asst. Sect/Treasurer, J. Bunch, General Manager; T. Cloud, General Counsel. **Absent:** L. Kelly, Commissioner.

**Safety Message:** Staff spoke to the importance of extra caution while driving during the holidays for its employees and the public.

**Public Participation:** None

**Approval of Consent Items:** Items a through f were approved unanimously. Chair Davenport requested further information on Item g: Project Phase Approval, Advanced Metering Infrastructure (AMI) Project. Staff explained the project's goal is two-way remote communicating meter capability that includes installing smart meters that can provide information on outages, voltage, loading losses, water operating abnormalities, etc. with tremendous benefit to the utility and end customer.

Quanta Technology is the Engineering representative for the project. Phase 1 was approved in June 2021. The request before the Board was for Phase 2 funding (\$185,000) for Final RFP, AMI vendor selection and contract finalization. **Item g was approved unanimously.**

**General Manager's Report:** Nov. 2021 financial statement shows a \$1.9M change in net assets driven by increased revenue, lower operating expenses, and increased capital contributions. Capital expenditures were approximately \$3.6M.

**Commission Counsel's Report:** Counsel is following two proposed bills in the Florida Legislature that would infringe on municipality owned utilities governing abilities. He is working with the League of Cities on this Home Rule issue and will keep the Commissioners informed.

**Time for Commissioners:** The Commissioners complimented staff for their efforts and wished everyone Happy Holidays.