

**New Smyrna Beach Utilities Commission Regular Meeting
May 22, 2023**

Participants: Chair - Davenport, Commissioners Hawes, Conrad, Smith, Kelly, GM – Bunch General Counsel – Cloud, Executive Manager/Clerk D Simmons

Safety Message by John McMurray “Water Safety:

Mr. McMurray outlined six principles that will improve water safety by “avoiding common dangers, developing fundamental water safety skill to make everyone safer in and around the water, and knowing how to prevent and respond to drowning emergencies.” These are recommendations from the American Red Cross and Coast Guide.

1. **Pool Safety** – Never leave a child alone; teach children to swim and stay away from drains and make sure all drain covers are compliant. Install proper pool barriers, covers and alarms around pools and spas. Know how to perform CPR on children and adults.
2. **Water Precautions** – Know physical fitness and medical condition limitations. Never swim alone. Swim with lifeguards or watchers present. Wear Coast Guard approved Life Jackets appropriate for weight and size while boating, regardless of swimming skills. Swim Sober. Know how to call for help. Understand and adjust for unique water risks of the environment. IE Rip Currents, water temps. Shallow or unclear water, underwater hazards, vegetation, and animals.
3. **Swimming Skills:** Learn skills for every type of water environment that may be encountered. Enter water that’s over your head, and resurface. Float or tread water for at least 1 minute. Turn over and turn around in the water. Swim at least 25 yards. Exit the water.
4. **Helping Others** – Actions that will help families avoid emergencies. Pay close attention to children and weak swimmers. Know drowning signs. Know safe ways to assist a drowning person i.e. “reach or throw – don’t go.” Know CPR and First aid.
5. **Use Layers of Protection in & Around Water** – Key words. Be a “Water watcher.”
6. **Know the Risks and Take Sensible Precautions – Even if a strong Swimmer.** Swim with a buddy. Don’t use alcohol or drugs while in contact with the water on any occasion. Always wear a US Coast Guard approved life jacket for boating/fishing even if not entering the water.

Public Participation: None

General Manager’s Report - J- Bunch

Updated Vehicle/Equipment Replacement Schedule for 2023-2033 E Chavez and Heather Carrizales, Senior Support Services Manager gave a high-level overview of the status of the Fleet Program. Fleet and facilities were centralized in 2020 and initial assessments completed, noting many vehicles beyond life cycle. No previous standards were established for the design of vehicles. There was an antiquated fleet management software system that made maintenance tracking and reporting difficult. Suggested improvements made include design standards that include added safety features. Processes were formalized for selecting vehicles based on business need instead of personal preferences. A formalized acquisition and disposal process was developed. Management software was purchased allowing for better management of fleet assets. A vehicle replacement schedule was developed for 2020-2023. There are currently 74 vehicles and 68 pieces of equipment, A Fleet & Facilities manual was created and updated. A 10-year Replacement Schedule was developed to better align with the budget process. Commissioner Smith inquired about the use of EV’s. It was explained that the sedan type, such as the Nissan Leaf are being used on a limited basis. Costs and availability are too prohibitive for trucks at this point. Commissioner Hawes was reassured by Ms Carrizales that the NSBU high-quality vehicles, are being used efficiently. Chairman Davenport noted the transparency and accountability demonstrated by this presentation.

Approval of Consent Items: 8 items were presented and were approved unanimously.

- a) Minutes of Regular NSBUC Meeting Held 4-24-2023.
- b) Award Approval – Lift Stations 3 and 2 Rehabilitation and Project Budget Ratification (Increase) -
- c.) Project Approval - WRF Reuse Pump Station – Pump Nos 2 & 3 Replacement – (eng. Services)
- d.) Project Approval – State Rd 415 Underground Crossing - (in-House Project)
- e.) Award Ratification – Lift Station No. 14 Generator replacement – (to Zabatt Engine Services, Inc.)
- f.) Award Approval – Heavy Duty Vehicle & Equipment Replacement (Bucket Truck, Mini-Excavator, & Vactor Truck)

- g.) Approval – Amended Barracuda Bridge Infrastructure Cost Share Agreement between City of NSB and NSBU – J. Couillard Commissioner Smith commented that the collaboration between the two entities, a \$40,000 savings was enacted.
- h.) Supplemental Funding Approval – Annual Contract for Gravity Sewer Rehabilitation Project

General Manager's Report – J Bunch/E Chavez

Financial Status April 2023 – E. Chavez

Metrics reporting will be done quarterly. April statements reflected a change in net assets of approximately \$1.2 million due to milder weather (Fall & Winter) contributing to lower usage partially offset by increased April usage) and improved Purchase Power costs. There was a slight increase in water/wastewater and reclaimed usage and increase interest earnings.

- April 2023 FYTD capital expenditures approximately \$7.1M Major and \$5.1M in annual projects
 - Major projects include Electric Reliability Improvement Program (ERIP); Lift station #3 Upgrade Project, Lift Station # 5 & #12. Replacement, Line 17 Rebuild, Glencoe Wells (#2 & #3) upgrade, Airport Static, 5th Street Bridge, and Glencoe Water Treatment Plant Improvements, I95 Pioneer Trail Interchange.
 - Annual project spend included: Gravity sewer lining, tools & equipment, and new business electric and water installation.

Old Business – CEO J. Bunch

Mr. Bunch presented a follow up to the combined City/NSBU joint meeting for the septic to sewer project. He met with the City Manger and staff regarding the Aqua Gold area. They would like to reach out to the residents of that community for a meeting to get buy-in. Both entities will follow up to schedule a resident meeting. Mr. Bunch mentioned the Silver Sands area being discussed but since it is county property, there are additional obstacles involved including funding. Chairman Davenport suggested that the city and commission reach out to the residents in this community with a pros and cons on what this changeover would bring them. Chairman Davenport would reach out to the necessary politicians to seek funding avenues.

Mr. McMurray – Director of Strategic Programs gave an update on the possibility of furnishing electric bike charging stations. The costs are equivalent to the installation of automotive EV stations. At this point, they do not make financial sense.

New Business –

Project & Award Approval - Enterprise Work and Asset Management System. (WAMS) – (RFP 02-23) – Recommended Award to Data Transfer Solutions, LLC. – 1898 & Co –WAMS is a “key Program on the modernization roadmap.” It helps to plan, schedule, and manage work tasks and activities. It collects and reports time and cost associated with tasks, personnel, sub-contractors, material, and equipment. It gives real-time communication with employees and customers. It eliminates the paper and manual processes currently in use. The Asset Management System monitors activities and costs associated with the utility assets. Manages O&M tasks (inspections, work orders, preventative maintenance) for equipment. It reports on key asset metrics (Reliability, MTFB, lifecycle costs etc.) \$100K could be saved annually.

The team is seeking to procure an off-the-shelf comprehensive commercial system.

DTS VUEWorks was chosen because they answered the majority of needs out of the box, providing the proper solutions for NSBUC, integrations are straightforward, and technical and functional solutions exceed expectations, and received great references. The proposed implementation schedule would finish approximately Feb 2024. The project was approved unanimously.

Commissioner Comments

Commissioner Smith started discussion on the use of the current Utilities building on Canal. All Commissioners and Mr. Bunch gave input as to what was best going forward. Mr. Bunch is reviewing past appraisals for the building as well as land values for some parcels on RT 44. Commissioner Smith mentioned looking at electric boats and down the road providing charging stations for those. Mr. Bunch noted that a lot of commercial businesses were going to be investing in supplying commercial charging stations at their business with Wal-Mart being one of the major players. Chairman Davenport thinks that if the city gets creative with the county, a joint building could be built on land on RT. 44 to defray costs and benefit both parties.