

**MINUTES
PUBLIC SERVICE BOARD
CITY OF EL PASO
August 8, 2018**

The regular meeting of the Public Service Board was held Wednesday, August 8, 2018, at the El Paso Water Utilities Public Service Board Meeting Room located at 1154 Hawkins Boulevard, El Paso, Texas.

PSB MEMBERS PRESENT

Christopher Antcliff, Chair
Terri Garcia, Vice-Chair
Henry Gallardo, Member
Dr. Ivonne Santiago, Member
Dr. Kristina Mena, Member
Bradley Roe, Member
Mayor Dee Margo, Ex-Officio Member

PSB MEMBERS ABSENT

PSB EMPLOYEES PRESENT

John E. Balliew, P.E., President and Chief Executive Officer
Lee Ann Koehler, General Counsel

EPWU EMPLOYEES PRESENT

Juan S. Gonzalez, Assistant General Counsel
Alan Shubert, Vice President
Art Duran, Chief Financial Officer
Gilbert Trejo, Chief Technical Officer
Lisa Rosendorf, Chief Government Affairs and Communications Officer
Gretchen Byram, Computer Media Specialist
Jillian Shipp, Executive Assistant
Rosemary Guevara, Senior Purchasing Agent
Levi Chacon, Purchasing Agent
Robert Davidson, Temp
Joshua Moniz, Lead Public Information Coordinator
Israel Chavez, Senior Network Administrator
Cynthia Osborn, Real Estate Manager/Counsel
Severo Botrego, Instrumentation Control Manager
Melissa Bell, Lead Public Affairs Coordinator
Angel Bustamante, Water Systems Division Manager
David Holden, Senior Safety Specialist
Martin Noriega, Storm Water and Fleet Maintenance Division Manager
Julio Soria, Safety Specialist
Tom Kuehnan, Instrumentation Control Assistant Superintendent
Sergio Castro, Wastewater Plant Superintendent
Aide Zamarron, Wastewater Treatment Manager
Eric Dubrule, Wastewater Collection Maintenance Assistant Superintendent
Mark Boldoc, Utility Business & Customer Service Manager
Miguel Venegas, Quality Control Chemist
Gisela Dagnino, Engineering Division Manager
Elsa Ochoa, Engineering Senior Technician

Marla Jo St. Leon, Business & Customer Service Assistant Manager
Gerardo Gomez, Engineering Program Administrator
Thomas Cieslik, Utility Engineer Associate
Alma De Anda, Utility Land & Water Rights Manager

GUESTS

Chip Woods, National Meter
David Smith, S & M Constructors
Ernest Smith, S & M Constructors
Serena Harper, FXSA
Lorena Quezada, EPD
Joe Cox, B & M
Isaac Campos, CDM Smith
Richard Acosta, RBC Capital Markets
Kim Knox,
Jennifer Matthews,
Maria Urbina, Citizen
Pam Fontone, Citizen

MEDIA

None

The Public Service Board meeting was called to order by Mr. Antcliff at 8:09 a.m. A quorum of its members was present. After a moment of silence, those in attendance joined Ms. Lisa Rosendorf, in reciting the Pledge of Allegiance.

CONSENT AGENDA

On a motion made by Ms. Garcia, seconded by Mr. Roe and unanimously carried, the Board took action on the following agenda items:

CONSIDERED AND APPROVED THE MINUTES OF THE REGULARLY SCHEDULED MEETINGS HELD ON July 13, 2018.

The July minutes were postponed for approval during the September meeting.

APPROVED THE GPS MONITORING AND REPAIR SERVICES CONTRACT WITH ALAMO INDUSTRIES, INC. DBA ALAMO AUTO SUPPLY, THROUGH THE ESC REGION 19 ALLIED STATES COOPERATIVE, CONTRACT NUMBER 14-7063 IN THE ESTIMATED ANNUAL AMOUNT OF \$115,209 AND AUTHORIZED FUTURE PURCHASES FOR NEW GPS UNITS TO BE PURCHASED, MONITORED AND REPAIRED IN AN AMOUNT NOT TO EXCEED \$80,000 WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.

The Board approved the GPS monitoring and repair services contract with Alamo Industries, Inc. dba Alamo Auto Supply, through the ESC Region 19 Allied States Cooperative, Contract Number 14-7063 in the estimated annual amount of \$115,209 and authorized future purchases for new gps units to be purchased, monitored and repaired in an amount not to exceed \$80,000 with the option for two, one-year extensions.

CONSIDERED AND APPROVED THE PURCHASE OF TWO ARTICULATING BOOM LIFTS, FROM WAGNER RENTS THROUGH SOURCEWELL COOPERATIVE CONTRACT NUMBER 042815-TER IN THE AMOUNT OF \$175,395.10.

The Board approved the purchase of two articulating boom lifts, from Wagner Rents through Sourcewell cooperative contract number 042815-TER in the amount of \$175,395.10.

CONSIDERED AND APPROVED THE PURCHASE OF FORKLIFT FROM MEDLEY MATERIAL HANDLING, THROUGH THE ESC REGION 19 ALLIED STATES COOPERATIVE, CONTRACT NUMBER 16-7204 IN THE AMOUNT OF \$55,162.40.

The Board approved the purchase of a forklift from Medley Material Handling, through the ESC Region 19 Allied States Cooperative, contract number 16-7204 in the amount of \$55,162.40.

CONSIDERED AND AUTHORIZED THE PRESIDENT/CEO TO SIGN AN ADVANCED FUNDING AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR RELOCATION OF WATER AND SANITARY SEWER INFRASTRUCTURE RELATED TO THE I-10 RAMP AND INTERSECTION IMPROVEMENTS, AIRWAY TO VISCOUNT, PHASE 2 PROJECT IN THE ESTIMATED AMOUNT OF \$65,903.

The Board authorized the President/CEO to sign an Advanced Funding Agreement with the Texas Department of Transportation for Relocation of Water and Sanitary Sewer Infrastructure related to the I-10 Ramp and Intersection Improvements, Airway to Viscount, Phase 2 Project in the estimated amount of \$65,903.

CONSIDERED AND APPROVED THE SOLE SOURCE PURCHASE FOR THE REFURBISHMENT OF THE SLUDGE HANDLING SEEPEX PUMP AT THE FRED HERVEY WRP, FROM EL PASO PHOENIX PUMPS, INC., IN THE AMOUNT OF \$65,450.

The Board approved the sole source purchase for the refurbishment of the sludge handling SEEPEX pump at the Fred Hervey WRP, from El Paso Phoenix Pumps, Inc., in the amount of \$65,450.

REGULAR AGENDA

7. PRESENTED THE SAFEST SECTION OF THE QUARTER AWARD (2ND QUARTER 2018).

Mr. John Balliew introduced Mr. David Holden, Senior Safety Specialist, to present the awards are for the section with the lowest accident rate for the months of April, May and June. These sections were "Accident Free" during the second quarter. All of the members of these sections have performed their jobs safely as a group and as individuals and deserve special recognition. Mr. Roe and Mr. Balliew presented awards to Sergio Castro for the Haskell R. Street Treatment Plant, Eric Dubrule for Wastewater Collection Main, Chris Tonche for Customer Service and last Richard Wilcox for Laboratory Services.

On a motion made by Mr. Gallardo, second by Dr. Mena and unanimously carried, the Board considered and accepted the El Paso Water Utilities/Public Service Board Comprehensive Annual Financial Report for Fiscal Year Ending February 28, 2018.

AUTHORIZED THE PRESIDENT/CEO TO SIGN AN INTERLOCAL AGREEMENT BY AND BETWEEN THE VILLAGE OF VINTON, TEXAS AND THE EL PASO WATER UTILITIES-PUBLIC SERVICE BOARD FOR THE PROVISION OF WASTEWATER SERVICES AND OPERATION AND MAINTENANCE.

Mr. John Balliew, President and CEO made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files). The Village of Vinton, Texas (Vinton) does not have a centralized wastewater collection and treatment system and has requested our assistance. A centralized wastewater system for Vinton will improve the wastewater collection systems, the health and welfare of the community and promote efficiencies with wastewater treatment. This agreement will allow EPWater to accept and treat wastewater from Vinton as well as operate and maintain the Vinton wastewater collection system. Vinton has applied for financial assistance with the Border Environmental Cooperation Commission, the U.S. Department of Agriculture and other agencies,

to supplement the required infrastructure. The Texas Water Development Board has also approved a resolution for financial assistance for Vinton to construct a centralized wastewater system. EPWater has sufficient capacity to treat wastewater from Vinton at the Hickerson Wastewater Treatment Facility. The wastewater from Vinton will provide EPWater with additional wastewater effluent that will be used to meet reclaimed water demands and to satisfy the plant's discharge flow requirements associated with the Third Party Implementing Contract with the El Paso County Water Improvement District #1. Mr. Balliew addressed questions from the Board regarding this item.

On a motion made by Mr. Gallardo, seconded by Ms. Garcia and unanimously carried, the Board authorized the President/CEO to sign an Interlocal Agreement by and between the Village of Vinton, Texas and the El Paso Water Utilities-Public Service Board for the provision of Wastewater Services and Operation and Maintenance.

AUTHORIZED THE PRESIDENT/CEO TO SIGN A CONTRACT BY AND BETWEEN THE VILLAGE OF VINTON, TEXAS AND THE EL PASO WATER UTILITIES-PUBLIC SERVICE BOARD FOR WHOLESALE WATER SUPPLY AND OPERATION AND MAINTENANCE OF VINTON'S WATER SYSTEM.

Mr. Balliew made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files). The Village of Vinton, Texas (Vinton) does not have a reliable water supply, threatening the public health and safety of their residents. In order to satisfy the requirements of a public drinking water system as set by the Texas Commission on Environmental Quality, Vinton determined that it needed the assistance of EPWater. This agreement will allow the Utility to supply water to the Vinton Water System and operate and maintain the Vinton Water System. Staff determined that, in the interest of public health and safety, EPWater should provide wholesale water to Vinton. EPWater has sufficient capacity to supply water to the Village of Vinton from the Mesilla Bolson via the Canutillo Well Field.

On a motion made by Mayor Margo, seconded by Mr. Roe and unanimously carried, the Board authorized the President/CEO to sign a Contract by and between the Village of Vinton, Texas and the El Paso Water Utilities-Public Service Board for Wholesale Water Supply and Operation and Maintenance of Vinton's Water System.

APPROVED A PROFESSIONAL ENGINEERING SERVICES CONTRACT FOR THE ROBERTO R. BUSTAMANTE WASTEWATER TREATMENT PLANT ALTERNATIVES TO EXPANSION PROJECT TO PARKHILL, SMITH & COOPER, INC., FOR PLANNING SERVICES IN THE AMOUNT OF \$449,686; AUTHORIZED FUTURE TASK ORDERS OR AMENDMENTS TO BE ISSUED UNDER THIS CONTRACT FOR ADDITIONAL PLANNING AND DESIGN SERVICES IN THE ESTIMATED AMOUNT OF \$600,000, PROVIDED THAT FUNDING IS AVAILABLE IN THE APPROVED BUDGET FOR THE TASK ORDERS OR AMENDMENTS, AND AUTHORIZED THE USE OF COMMERCIAL PAPER.

Mr. Gilbert Trejo, Chief Technical Officer made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files). The Bustamante Wastewater Treatment (WWTP) was designed for a treatment capacity of 39 mgd in 1991. TCEQ requires planning of an extension of a wastewater treatment plant once 75% of the plant's capacity is exceeded for three consecutive months. Bustamante WWTP flows are close to exceeding this limit. EPWater proposes an assessment of Bustamante WWTP to identify and evaluate multiple alternatives including upgrades to the operation of the existing plant and possible flow diversions to other wastewater treatment plants. The Architectural/Engineering Selection Advisory Committee met on March 21, 2018, to review and recommend the selection of an engineering firm for the above-described project. The committee consisted of Bradley Roe, Ivonne Santiago, Kristina Mena, Marcela Navarrete, Fernando Rico, Alan Shubert, and Gilbert Trejo. Four submittals were received for this Request for Proposals. The

Architectural/Engineering Selection Advisory Committee discussed the submittal and determined that Parkhill, Smith and Cooper meets the needs of the Utility for these important services and demonstrated excellent abilities.

On a motion made by Mr. Roe, seconded by Dr. Mena and unanimously carried, the Board approved a Professional Engineering Services Contract for the Roberto R. Bustamante Wastewater Treatment Plant Alternatives to Expansion project to Parkhill, Smith & Cooper, Inc., for planning services in the amount of \$449,686; authorized future task orders or amendments to be issued under this contract for additional planning and design services in the estimated amount of \$600,000, provided that funding is available in the approved budget for the task orders or amendments, and authorized the use of commercial paper.

APPROVED A PROFESSIONAL ENGINEERING SERVICES CONTRACT FOR TASK ORDER NUMBER 3 FOR DESIGN PHASE SERVICES FOR THE ADVANCED WATER PURIFICATION FACILITY TO CAROLLO ENGINEERS, INC. IN THE AMOUNT OF \$820,000; AUTHORIZED FUTURE TASK ORDERS OR AMENDMENTS TO BE ISSUED UNDER THIS CONTRACT FOR COMPLETION OF THE PRELIMINARY DRAWINGS AND SPECIFICATIONS IN THE ESTIMATED AMOUNT OF \$90,000, PROVIDED THAT FUNDING IS AVAILABLE IN THE APPROVED BUDGET FOR THE TASK ORDERS OR AMENDMENTS.

Mr. Trejo made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files). The project consists of the permitting and design of a new 10 MGD, potable reuse facility to treat secondary clarifier effluent from the Roberto Bustamante Wastewater Treatment Plant (WWTP) for direct conveyance into the potable water distribution system. The new facility will be located on land owned by EPWater adjacent to the Jonathan Rogers Water Treatment Plant and the Roberto Bustamante WWTP. On July 12, 2017, the selection of Carollo Engineers was approved by the Public Service Board for the complete permitting, design, bid, and construction phase services for the Advanced Water Purification Facility. Task Order Number 1 covered the development of the preliminary engineering report and technical design reports required to proceed with drawings, specifications, and cost estimate. An amendment to Task Order Number 1 was issued on February 14, 2018 for additional preliminary evaluations and technical design reports. On April 25, 2018, Task Order Number 2 was issued for a sewer monitoring study in association with this project. Task Order Number 3 will cover preliminary drawings and specifications up to a 30% design level. Staff worked with Carollo Engineers to develop the scope of services required for this task order. A fee proposal associated with the scope of services was submitted, reviewed, and negotiated with the consultant for the defined scope of work. The negotiated fees are in line with the level of effort required to complete the task and consistent with similar work completed recently. Mr. Trejo addressed questions from the Board regarding this item.

On a motion made by Dr. Santiago, seconded by Mr. Roe and unanimously carried, the Board approved a professional engineering services contract for Task Order Number 3 for Design Phase Services for the Advanced Water Purification Facility to Carollo Engineers, Inc. in the amount of \$820,000; authorized future task orders or amendments to be issued under this contract for completion of the preliminary drawings and specifications in the estimated amount of \$90,000, provided that funding is available in the approved budget for the task orders or amendments.

CONSIDERED AND APPROVED CHANGE ORDER NUMBER 1 – EMERGENCY BACKUP POWER PACKAGES 3 & 4 INSTALLATION TO EL PASO A.R.C. ELECTRIC, INC. IN THE AMOUNT OF \$274,709.06.

Mr. Trejo made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files). This project is for the installation of emergency backup generators to various water supply facilities including production wells, pumping stations, and treatment plants. In September 2016, the PSB awarded Bid Number 11-17 for the installation of the final two generator packages. Change Order Number 1 is needed to cover the additional cost and time requirements associated with the following changes to the contract: provide additional protection to conduits containing copper cable; improvements to existing pavement at the McRae Booster

Station; increase the neutral size to several services pursuant to El Paso Electric Company requirements; installation of two, new service main breakers at the Kay Bailey Hutchison Desalination Plant; and additional chain-link fence at Memphis Booster Station. Adjustment of quantities provided by the contractor were verified by staff and consultant for accuracy. This Change Order Number 1 amounts to 5.1% of the original contract price.

On a motion made by Ms. Garcia seconded by Dr. Mena and unanimously carried, the Board considered and approved Change Order Number 1 – Emergency Backup Power Packages 3 & 4 Installation to El Paso A.R.C. Electric, Inc. in the amount of \$274,709.06.

CONSIDERED AND AWARDED BID NUMBER SW59-18, SILVER SPRINGS ARROYO DAM TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER ZTEX CONSTRUCTION, INC., IN THE AMOUNT OF \$1,340,603.

Mr. Trejo made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files). The Silver Springs Arroyo Dam project is located in Northwest El Paso and consists of constructing a stormwater detention dam along Silver Springs Arroyo, near Castlerock Lane. Currently, the developed area around Castlerock Lane is only protected against floods up to a 25-year event. This proposed project will protect the developed area from flooding up to a 100-year flood. The dam will consist of an earthen embankment/dam approximately 30-feet high, two 6-feet by 6-feet box culverts, an emergency spillway, a sedimentation basin and an access road. EPWater received six bids for this project on July 9, 2018. The bidders were ZTEX Construction, Williams Construction, CSA Constructors, Spartan Construction of TX, Hawk Construction, and Black Stallion Contractors. The bids ranged from \$1,340,603 to \$3,095,351.32 above the engineer's estimate of \$1,572,000. The project consulting engineer evaluated the qualifications of the apparent low bidder and determined that ZTEX Construction meets the minimum general requirements as well as the minimum project specific criteria as specified in the bid documents. Staff reviewed the engineer's evaluation and recommends award of Bid Number SW59-18, Silver Springs Arroyo Dam to ZTEX Construction as the lowest responsive, responsible bidder in the amount of \$1,340,603. Mr. Trejo addressed questions from the Board regarding this item and Mr. Balliew made addition comments.

On a motion made by Mr. Roe seconded by Mayor Margo and unanimously carried, the Board considered and awarded Bid Number SW59-18, Silver Springs Arroyo Dam to the lowest responsive, responsible bidder ZTEX Construction, Inc., in the amount of \$1,340,603.

CONSIDERED AND AWARDED BID NUMBER SW69-18, ON-CALL STORMWATER CONSTRUCTION CONTRACT, TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER BLACK STALLION CONTRACTORS INC., FOR BASE BID I-III; IN AN ESTIMATED ANNUAL AMOUNT OF \$442,635 AND AUTHORIZED THE PRESIDENT/CEO TO AUTHORIZE ALL EMERGENCY REPAIRS LESS THAN \$100,000 USING THIS ON-CALL CONTRACT FOR A PERIOD OF ONE YEAR WITH THE OPTION TO EXTEND FOR ONE ADDITIONAL YEAR.

Mr. Trejo made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files.) The City of El Paso experiences flood events that cause damages to the Stormwater Drainage System. EPWater is requesting contractors to be ready to repair these damages when they occur after these rain events. EPWater received 6 bids for this project on July 18, 2018. The bidders were Black Stallion Contractors, Cubic Water, Del Mar Contracting, G.R.A.C.E. Construction, HAWK Construction and Karlsruher, dba CSA Constructors. The bids ranged from \$442,635 to \$671,225 above the engineer's estimate of \$537,910 (for Base Bids I, II, and III). This is a unit price bid and will be used for repairs, as needed. Any repairs greater than \$100,000 will be brought to the PSB for approval. Staff evaluated the qualifications of the apparent low bidder and determined that Black Stallion Contractors meets the minimum requirements as well as the minimum project specific criteria as specified on the bid documents. Staff recommends award of Base Bids I, II, and III for Bid Number SW69-18, On-Call Stormwater Construction Contract to the lowest responsive, responsible bidder; Black Stallion

Construction for a period of one year with the option to extend for one additional year. Mr. Trejo addressed questions from the Board regarding this item.

On a motion made by Mr. Garcia, seconded by Dr. Santiago and unanimously carried, the Board considered and awarded Bid Number SW69-18, On-Call Stormwater Construction Contract, to the lowest responsive, responsible bidder Black Stallion Contractors Inc., for Base Bid I-III; in an estimated annual amount of \$442,635 and authorize the President/CEO to authorize all emergency repairs less than \$100,000 using this on-call contract for a period of one year with the option to extend for one additional year.

AWARDED BID NUMBER 68-18, ROSEWAY 20-INCH WATER LINE FROM CARNES TO NEVAREZ ROAD AND 20-INCH TIE-IN AT ZARAGOZA ROAD AND GATEWAY EAST, TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, ERNEST L. SMITH, LLC DBA S&M CONSTRUCTION, IN THE AMOUNT OF \$1,186,304.73, AND AUTHORIZED THE USE OF COMMERCIAL PAPER.

Mr. Trejo made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files.) This water line is a major supply line to the Mission Valley. The 24-inch to 20-inch steel cylinder concrete pipe water transmission line was installed in 1973 and runs in the Middle Drain right-of-way. This water line has broken over 17 times over the past 45 years and is at the end of its useful life. The project consists of the installation of approximately 7,596 feet of 20-inch ductile iron pipe and 170 feet of HDPE pipe. EPWater received six bids for this project on June 13, 2018. The bidders were Ernest L. Smith, LLC dba S&M Construction, Spartan Construction of TX, Smithco Construction, Spiess Construction, Karlsruher dba CSA Constructors, and Bain Enterprises dba Bain Construction. The bids ranged from \$1,186,304.73 to \$1,834,257.00 above the engineer's estimate of \$1,716,775.20. The project consulting engineer, Huitt-Zollars, evaluated the qualification information submitted by the apparent low bidder and has determined Ernest L. Smith, LLC dba S&M Constructors meets all of the minimum general requirements as well as all of the minimum project specific criteria as specified in the bid documents. Staff evaluated the engineer's evaluation matrix and recommends award of Bid Number 68-18, Roseway 20-Inch Water Line from Carnes to Nevarez Road and 20-Inch Tie-In at Zaragoza Road and Gateway East, to Ernest L. Smith, LLC dba S&M Constructors as the lowest responsive, responsible bidder in the amount of \$1,186,304.73.

On a motion made by Mr. Gallardo seconded by Dr. Mena and unanimously carried, the Board awarded Bid Number 68-18, Roseway 20-Inch Water Line from Carnes to Nevarez Road and 20-Inch Tie-In at Zaragoza Road and Gateway East, to the lowest responsive, responsible bidder, Ernest L. Smith, LLC dba S&M Construction, in the amount of \$1,186,304.73, and authorized the use of commercial paper.

CONSIDERED AND APPROVED A PURCHASE ORDER FOR THE EMERGENCY REPAIR IN THE AMOUNT OF \$99,976.03, AND AWARDED A CONSTRUCTION CONTRACT, ON AN EMERGENCY BASIS, TO DANNY SANDER CONSTRUCTION, INCORPORATED IN THE ESTIMATED AMOUNT OF \$1,148,476.03 FOR THE REPAIR AND REPLACEMENT OF THE 18-INCH JOHN T. HICKERSON WASTEWATER TREATMENT FACILITY SLUDGE TRANSFER PIPELINE AND FURTHER AUTHORIZED THE USE OF ADDITIONAL FUNDS IN THE AMOUNT OF \$535,000 FOR CONTINGENCIES IN COMPLETING THE EMERGENCY WORK, AND AUTHORIZED THE USE OF COMMERCIAL PAPER.

Mr. Felipe Lopez, Distribution & Collection Systems Division Manager made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files.) On June 1, 2018, the 18-inch diameter sanitary sewer main that conveys sludge from the John T. Hickerson Wastewater Treatment Facility (WWTF) to the Upper Valley Interceptor collapsed at a location parallel to an existing drainage channel. The drainage channel and the sewer main are located between Executive Center Blvd and a Jobe cement batching plant, near Paisano Drive. The collapse of the sludge transfer pipeline was unforeseen and necessitated EPWater to commence emergency repairs to approximately 220 linear feet of this sewer main preventing the failure of the drainage channel. Further evaluation of the existing system, identified an additional 1,500 linear feet of 18-inch sewer main is also in danger

of imminent failure. Danny Sander Construction was selected to carry out the emergency repairs in the amount of \$99,976.03. They were selected due to their ability to immediately respond and perform the necessary work and not to jeopardize Hickerson WWTF's operation. In addition, Danny Sander Construction submitted a quote in the estimated amount of \$1,148,476.03 for the additional 1,500 linear feet of 18-inch sewer main is also in danger of imminent failure. Danny Sander Construction has assisted EPWater in other similar sewer collection system work with satisfactory performance. EPWater staff will provide engineering support, coordinating efforts and overseeing the emergency repairs. Mr. Lopez addressed questions from the Board regarding this item, and Mr. Balliew made additional comments.

On a motion made by Mr. Gallardo seconded by Dr. Santiago and unanimously carried, the Board considered and approved a Purchase Order for the emergency repair in the amount of \$99,976.03, and awarded a construction contract, on an emergency basis, to Danny Sander Construction, Incorporated in the estimated amount of \$1,148,476.03 for the repair and replacement of the 18-inch John T. Hickerson Wastewater Treatment Facility Sludge Transfer Pipeline and further authorized the use of additional funds in the amount of \$535,000 for contingencies in completing the emergency work, and authorized the use of commercial paper.

AWARDED BID NUMBER 93-18 STAINLESS STEEL SLUICE GATES, TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, HENRY PRATT COMPANY DBA HYDROGATE IN THE ESTIMATED AMOUNT OF \$84,720, AND AUTHORIZED THE USE OF COMMERCIAL PAPER.

Ms. Rose Guevara, Senior Purchasing Agent presented the Board regarding this item. Wastewater is treated in the Bustamante WWTP aeration basins by detaining and diffusing oxygen into the water; these basins are the heart of the biological treatment process at a wastewater plant. These basins require routine maintenance and must be drained of all wastewater for staff to access their interior. The existing sluice gates used for isolating flow out of each basin no longer provide a reliable seal, and allow too much wastewater to leak into the basin, not allowing staff to access the basin for maintenance. This bid is for purchasing new sluice gates for the aeration basins at Bustamante WWTP. Two bids were received. Staff evaluated the bids and determined that the low bidder met all the requirements as outlined within the bid proposal. The bid is 25.4% lower than the engineer's estimate of \$113,440. Staff recommends award to the lowest responsive, responsible bidder Hydrogate.

On a motion made by Mr. Roe, seconded by Ms. Garcia and unanimously carried, the Board awarded Bid Number 93-18 Stainless Steel Sluice Gates, to the lowest responsive, responsible bidder, Henry Pratt Company dba Hydrogate in the estimated amount of \$84,720, and authorized the use of commercial paper.

APPROVED A SOLE SOURCE PURCHASE OF TWO BULKHEAD SYSTEMS FOR THE ROBERTO R. BUSTAMANTE WWTP FROM MECHANICAL RESEARCH AND DESIGN, INC. IN THE AMOUNT OF \$923,178, AND AUTHORIZED THE USE OF COMMERCIAL PAPER.

Ms. Rose Guevara, Senior Purchasing Agent presented the Board regarding this item. Wastewater is treated in the Roberto Bustamante WWTP aeration basins by detaining and diffusing oxygen into the water. These basins are the heart of the biological treatment process at a wastewater plant. These basins require routine maintenance and must be drained of all wastewater for staff to access their interior. The existing gates, used as bulkheads and designed to isolate flow from each basin, have been in operation for more than 20 years and no longer seal properly and leak into the basins. New specially-designed and manufactured bulkheads are needed to meet the dimensions of our aeration basins. Staff solicited a quote from Mechanical Research and Design, the sole source manufacturer of the required bulkheads. Staff evaluated the quote and determined that it met all the requirements for this procurement.

On a motion made by Ms. Garcia, seconded by Dr. Mena and unanimously carried, the Board approved a sole source purchase of two bulkhead systems for the Roberto R. Bustamante WWTP from Mechanical Research and Design, Inc. in the amount of \$923,178, and authorized the use of commercial paper.

CONSIDERED BID NUMBER 02-18 COLD WATER RESIDENTIAL AND COMMERCIAL METERS, REJECTED ALL BIDS FOR LINE ITEMS 12, 31 & 32, AND AWARDED TO THE HIGHEST RANKED OFFERORS: ZENNER PERFORMANCE METERS, INC., DBA ZENNER USA FOR LINE ITEMS 1-3, 5, 9, IN THE ESTIMATED ANNUAL AMOUNT OF \$942,013.10; MUELLER SYSTEMS, LLC., FOR LINE ITEM 4 IN THE ESTIMATED ANNUAL AMOUNT OF \$5,142.06; BADGER METER, INC., DBA NATIONAL METER & AUTOMATION FOR LINE ITEMS 6, 8, 15, 19, 23-30 IN THE ESTIMATED ANNUAL AMOUNT OF \$174,805.11; NEPTUNE TECHNOLOGY GROUP, INC., FOR LINE ITEMS 7, 13, 14, 16-18, 20-22 IN THE ESTIMATED ANNUAL AMOUNT OF \$180,300; AND SECURE VISION OF AMERICA, INC., FOR LINE ITEMS 10, 11 IN THE ESTIMATED ANNUAL AMOUNT OF \$2,057,105.60, ALL WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.

Ms. Guevara presented the Board with information regarding this item. EPWater customer water meters to be used in the water distribution system must meet the latest American Water Works Association standards and Utility specifications. A best value line item bid was used to make certain that the Utility obtains the highest quality water meters providing reading accuracy for proper billing to all customers. A best value procurement was used for this bid. Staff evaluated the bids and scored each line item based on the criteria outlined within the bid proposal. The criteria consisted of performance testing, unit cost, lay length, test port, and field repair features as well as warranty, exchange, and replacement. Ms. Guevara addressed questions from the Board regarding this item, and Mr. Mark Boldoc, Customer Service Manager made additional comments.

On a motion made by Mr. Roe seconded by Ms. Garcia and unanimously carried, the Board considered Bid Number 02-18 Cold Water Residential and Commercial Meters, rejected all bids for line items 12, 31 & 32, and awarded to the highest ranked offerors: Zenner Performance Meters, Inc., dba Zenner USA for line items 1-3, 5, 9, in the estimated annual amount of \$942,013.10; Mueller Systems, LLC., for line item 4 in the estimated annual amount of \$5,142.06; Badger Meter, Inc., dba National Meter & Automation for line items 6, 8, 15, 19, 23-30 in the estimated annual amount of \$174,805.11; Neptune Technology Group, Inc., for line items 7, 13, 14, 16-18, 20-22 in the estimated annual amount of \$180,300; and Secure Vision of America, Inc., for line items 10, 11 in the estimated annual amount of \$2,057,105.60, all with the option for two, one-year extensions.

AWARDED REQUEST FOR PROPOSAL 71-18, POWER METER PURCHASE AND INSTALLATION TO THE HIGHEST RANKED OFFEROR MUSSHORN ENTERPRISES, INC. DBA B&M MACHINERY CO., IN THE ESTIMATED ANNUAL AMOUNT OF \$280,000 WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.

Ms. Guevara presented the Board with information regarding this item. As part of the ongoing Energy Management Master Plan project, power metering is essential to understanding the amount of power being used by our water production and pumping equipment. The scope of work consists of the delivery and partial installation of power meters at all pumps at the water production booster stations. The power meters will be able to communicate with the existing programmable logic controllers to provide kilowatt-hours and instantaneous kilowatts usage information to central control operations. The power meter data at central control operations will determine pump efficiency and allow the Utility to operate the most efficient pumps based on power consumption and demand. EPWater received two proposals. Staff evaluated the proposals based on five criteria: personnel experience, hardware cost and installation hourly rate, complexity and compatibility, technical support, and power meter availability. Staff recommends award to Musshorn Enterprises, Inc. dba B&M Machinery Co. as the highest ranked offeror.

On a motion made by Dr. Mena seconded by Ms. Garcia and unanimously carried, the Board awarded Request for Proposal 71-18, Power Meter Purchase and Installation to the highest ranked offeror Musshorn Enterprises, Inc. dba B&M Machinery Co., in the estimated annual amount of \$280,000 with the option for two, one-year extensions.

CONSIDERED BID NUMBER 73-18 PIPE COUPLINGS AND TRANSITION COUPLINGS, DECLARED CORE AND MAIN AS NOT RESPONSIVE, AND AWARDED TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER FOR GROUPS A-C, FERGUSON WATERWORKS, IN THE ESTIMATED ANNUAL AMOUNT OF \$352,150.18 WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.

Ms. Guevara presented the Board with information regarding this item. EPWater uses pipe and transition couplings for waterline replacement and repairs, including emergency and scheduled work. Material will be stored at the EPWater Warehouse. Four bids were received. Staff evaluated the bids and determined that the apparent low bidder Core and Main for Groups A-C, did not meet the specifications as outlined within the bid proposal. Staff evaluated the second low bidder Ferguson Waterworks and determined it met all the specifications as outlined within the bid proposal. Staff recommends award to the second low bidder Ferguson Waterworks.

On a motion made by Ms. Garcia seconded by Dr. Mena and unanimously carried, the Board considered Bid Number 73-18 Pipe Couplings and Transition Couplings, declared Core and Main as not responsive, and awarded to the lowest responsive, responsible bidder for Groups A-C, Ferguson Waterworks, in the estimated annual amount of \$352,150.18 with the option for two, one-year extensions.

AWARDED BID NUMBER 79-18 CURBSIDE RESIDENTIAL TRASH COLLECTION SERVICES AT WESTWAY, HOMESTEAD AND PONDEROSA TO THE SOLE RESPONSIVE, RESPONSIBLE BIDDER, EL PASO DISPOSAL, L.P., IN THE ESTIMATED ANNUAL AMOUNT OF \$597,467.76 WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.

Ms. Guevara presented the Board with information regarding this item. This award will provide EPWater retail customers, outside the city limits, with trash collection services. The previous bid for these services was awarded on August 12, 2015. Ponderosa service area was added to this bid. One bid was received. The sole bid was 16.48% higher than the previous bid accounting for the additional line items and quantities associated with this bid. Staff evaluated the bid and determined that the bidder met all the requirements as outlined within the bid proposal. Staff recommends award to the sole bidder El Paso Disposal.

On a motion made by Mr. Roe seconded by Ms. Garcia and unanimously carried, the Board awarded Bid Number 79-18 Curbside Residential Trash Collection services at Westway, Homestead and Ponderosa to the sole responsive, responsible bidder, El Paso Disposal, L.P., in the estimated annual amount of \$597,467.76 with the option for two, one-year extensions.

AWARDED BID NUMBER 82-18, FIBERGLASS MANHOLE INSERTS TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, CUBIC WATER LLC., IN THE ESTIMATED ANNUAL AMOUNT OF \$346,500 WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.

Ms. Guevara presented the Board with information regarding this item. The purchase of fiberglass inserts are needed to increase the structural integrity of a manhole when the concrete is corroding. The previous bid was awarded on August 12, 2015. Three bids were received. The apparent low bidder's cost is lower than the previous bid, by 31.04%. Staff evaluated the bids and determined the apparent low bidder met all the requirements as outlined within the bid proposal. Staff recommends award to the lowest responsive, responsible bidder Cubic Water LLC.

On a motion made by Mr. Gallardo seconded by Ms. Garcia and unanimously carried, the Board awarded Bid Number 82-18, Fiberglass Manhole Inserts to the lowest responsive, responsible bidder, Cubic Water LLC., in the estimated annual amount of \$346,500 with the option for two, one-year extensions.

AWARDED BID NUMBER 84-18, JONATHAN ROGERS WTP SURGE TANK CONNECTIONS TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, SMITHCO CONSTRUCTION

INC., IN THE AMOUNT OF \$377,200, AND AUTHORIZED THE USE OF COMMERCIAL PAPER.

Mr. Angel Bustamante, Water Systems Division Manager made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files.) A 48-inch transmission main delivers water from the Jonathan Rogers Water Treatment Plant (WTP) to the Americas reservoirs. Pressure surges occur in a water transmission pipeline during startup and shut down of the pumping station feeding the pipeline. Surge tanks and air release valves are used on these systems to protect the pumping stations and pipelines from pressure surges. The Jonathan Rogers WTP water transmission system was designed with surge tanks; however, two new surge tanks are needed to further protect the described lines from pressure surges. This project will provide the necessary connections and valves on the 48-inch transmission main in order to install the surge tanks. EPWater received three bids for this project on July 18, 2018. The bidders were Smithco Construction, Kiewit Water Facilities South, and Cubic Water. The bids ranged from \$377,200 to \$455,600 or 49% to 58% above the engineer's estimate of \$193,270.

Staff evaluated the qualifications of the apparent low bidder and determined that Smithco Construction meets all contract requirements. Staff recommends award of Bid Number 84-18, Jonathan Rogers WTP Surge Tank Connections, to Smithco Construction as the lowest responsive, responsible bidder in the amount of \$377,200.

On a motion made by Mr. Gallardo seconded by Dr. Mena and unanimously carried, the Board considered and approved the El Paso Water's First Quarter Financial and Performance Measures Report for period ending May 31, 2018.

CONSIDERED BID NUMBER 83-18, JONATHAN ROGERS WTP SURGE CONTROL IMPROVEMENTS, SURGE ARRESTOR SYSTEM PRE-PURCHASE, DECLARED PULSCO INC. AS NOT-RESPONSIVE, AND AWARDED TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, SIGMA INDUSTRIES INC., IN THE AMOUNT OF \$401,056, AND AUTHORIZED THE USE OF COMMERCIAL PAPER.

Mr. Bustamante, made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files.) A 48-inch transmission main delivers water from the Jonathan Rogers Water Treatment Plant (WTP) to the Americas reservoirs. Pressure surges occur in a water transmission pipeline during startup and shut down of the pumping station feeding the pipeline. Surge tanks and air release valves are used on these systems to protect the pumping stations and pipelines from pressure surges. The Jonathan Rogers WTP water transmission system was designed with surge tanks; however, two new surge tanks are needed to further protect the described lines from pressure surges. This project will install two additional surge tanks on the 48-inch transmission main. EPWater received two bids for this project on July 20, 2018. The bidders were Sigma Industries Inc. and Pulsco Inc. Staff is recommending Pulsco be deemed as not-responsive due to a non-conforming submission. Staff evaluated the qualifications of the apparent low bidder and determined that Sigma Industries Inc. meets all contract requirements. Staff recommends award of Bid Number 83-18, Jonathan Rogers WTP Surge Control Improvements, Surge Arrestor System Pre-Purchase, to Sigma Industries Inc. as the lowest responsive, responsible bidder in the amount of \$401,056, which is 21.4% lower than the engineer's estimate of \$510,000.

On a motion made by Ms. Garcia seconded by Dr. Santiago and unanimously carried, the Board considered Bid Number 83-18, Jonathan Rogers WTP Surge Control Improvements, Surge Arrestor System Pre-Purchase, declared Pulsco Inc. as not-responsive, and awarded to the lowest responsive, responsible bidder, Sigma Industries Inc., in the amount of \$401,056, and authorized the use of commercial paper.

APPROVED A RESOLUTION AUTHORIZING THE PRESIDENT AND CEO TO SIGN THE FIRST AMENDMENT TO THE REVOLVING CREDIT AGREEMENT AND THE FIRST AMENDMENT TO THE FEE LETTER WITH BANK OF AMERICA N.A. FOR THE EXTENSION OF THE WATER AND SEWER UTILITY COMMERCIAL PAPER PROGRAM FOR AN ADDITIONAL THREE YEARS.

Art Duran, Chief Financial Officer, made a PowerPoint presentation to the Board regarding this item (copy on file in Central Files.) The current Revolving Credit Agreement with BAML for the Water and Sewer Commercial Paper Notes Program in the amount of \$40,000,000 is set to expire on August 23, 2018. The Commercial Paper Program is a financial tool utilized by the Utility to finance a portion of its Capital Improvement Program. A Request for Proposals (RFP) for a Revolving Credit Program was advertised and five qualifying proposals were received. At the July 5th Audit, Finance and Investment Committee Meeting, the RFP results were discussed, and EPWater staff requested approval to approach BAML the current provider for a possible amendment to the current contract. The Utility's proposal to amend the current contract included: a three-year time extension, a reduction of the Facility Fee from 37 basis points (bps) to 34 bps and their estimated bank legal fees. BAML agreed to the proposed changes and provided an estimate of bank legal fees of \$15,000 to complete the amendment. An evaluation was performed to compare the RFP pricing against amending the current contract, and the analysis showed that it was more advantageous to the Utility to amend the current contract. The Audit, Finance and Investment Committee Board Members concur with the recommendation to amend the current contract with BAML.

On a motion made by Mayor Margo seconded by Mr. Roe and unanimously carried, the Board approved a Resolution authorizing the President and CEO to sign the First Amendment to the Revolving Credit Agreement and the First Amendment to the Fee Letter with Bank of America N.A. for the extension of the Water and Sewer Utility Commercial Paper Program for an additional three years.

PRESENTED AND UPDATED ON THE EPWATER MAIN OFFICE BUILDING ANALYSIS

Mr. Trejo introduced Jennifer Matthews with MMK Architects, who were awarded to assist us with the Headquarters Building Analysis. Ms. Matthews began her presentation informing the Board of 7 points that were going to be addressed; Presentation Goals, Building/Space Requirements, Parking Requirements, Project Description, Construction Cost Influencers, Construction Cost Estimate and Total Project Cost. Ms. Matthews went over Building/Space requirements with a projection of 20 years. As of today we are currently at 37,179 GSF and in 20 years we are projected at 42,742GSF. Ms. Matthews went on to discuss parking requirements, 2 methods were provided; Method A is based on EPWater Employments Records, this shows parking needs of 153-227 spaces. Method B is based on Code Requirements, this shows parking needs of 144-300 spaces. Construction costs influencers was discussed next, the demolition of Arby's was included as well as was The Hurricane, Labor Availability, and Foreign Relations Factor. Ms. Matthews showed a slide regarding Leed Certification, and the advantages of being certified. She also addressed phasing, as work is being done on the building, departments would need to be moved to a temporary location, there would be four phases and take approximately 24 months. The final slide was the total project cost, this included acquisition and holding costs, construction costs, professional fees, and total amount, which comes out to \$17,909.920. Ms. Matthews addressed questions from the Board.

No action taken.

MANAGEMENT REPORT:

•Leak Detection Update and Video-Mr. Angel Bustamante began his presentation with providing details on leak detention. It's a proactive way to find leaks before they surface to the ground, EPWater has over 2,600 miles of pipeline. The old method of detecting a leak would involve hiring a crew that was mobilized during the day, however most leaks happen at night and distribution is higher at night. This makes it hard to record during the day. New method, take loggers and deploy them and patrolling can be scheduled. The loggers are designed to listen to sound being transmitted through the pipe, they are battery powered, and are programmed to listen at night. In addition, they transmit data wirelessly to a master command module when leaks are detected. Mr. Bustamante went on to discuss water saving, since 2014 EPWater estimated that we have saved more than 183 million gallons as a result of our leak detection program. Mr. Bustamante explained what a correlator, this tells the contractor once leak is confirmed, it can pinpoint the location of leak. Things to consider regarding a correlator is the sensitivity to all types of pipes, expected battery life of loggers and

replacability and help of a leak detection contractor. Mr. Bustamante addressed questions from the Board. Mr. Balliew made additional comments and a video was shown.

PUBLIC COMMENT: THE PSB WILL PERMIT PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA. THE CHAIR MAY IMPOSE REASONABLE TIME LIMITS FOR EACH SPEAKER.

No comments were made.

EXECUTIVE SESSION

On a motion made by Mr. Roe, seconded by Ms. Garcia, and unanimously carried, the Board retired into Executive Session at 9:53 a.m., August 8, 2018, pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Sections 551.071 through 551.076 to discuss any of the following:

Section 551.071	Consultation with Attorney
Section 551.072	Deliberation Regarding Real Property
Section 551.074	Personnel Matters

- a. **Section 551.072 Deliberation Regarding Real Property**
The Board will receive an update and deliberate regarding potential land purchases for the Will Ruth Pond Project.
- b. **Section 551.072 Deliberation Regarding Real Property**
The Board will receive an update on the 8 parcels of land described as: A portion of Nellie D. Mundy Survey 246 (73.6664 acres); A portion of Nellie D. Mundy, Survey 246 (149.9192 acres); A portion of S.J. Larkin Survey 267 (632.735 acres); Tract 1, S.J. Larkin Survey 268, Abstract 10069 (45.664 acres); Tract 1-C, S.J. Larkin Survey 268, Abstract 10069 (15.8712 acres); Tract 1, S.J. Larkin Survey 269, Abstract 10070 (7.3182 acres); Tract 1A, S.J. Larkin Survey 269, Abstract 10070 (8.175 acres); A portion of Section 9, Block 82, Township 1, Texas and Pacific Railroad Surveys (72.4421 acres), which were declared inexpedient to the water system.
- c. **Section 551.072 Deliberation Regarding Real Property**
The Board will deliberate regarding El Paso Water's Headquarters.
- d. **Section 551.071 Consultation with Attorney**
The Board will consult with its attorneys regarding Bid Number SW 50-16 Kentucky Dam (Dam 5) Phase I Improvements and Saab Site Contractors L.P.
- e. **Section 551.071 Consultation with Attorney**
The Board will consult with its attorneys regarding the claim of Matthew J. Flores for date of accident on March 26, 2018.

On a motion made by Mr. Roe, seconded by Ms. Garcia and unanimously carried, the Board reconvened in open session at 10:43 a.m., August 8, 2018.

UPDATED AND DELIBERATED REGARDING POTENTIAL LAND PURCHASES FOR THE WILL RUTH POND PROJECT.

On a motion made by Dr. Mena, seconded by Mr. Gallardo that the El Paso Water Utilities President and CEO be authorized to proceed with the acquisition of land in the manner approved by the Board and in accordance with the terms and conditions specified by the Board and sign any and all documents necessary to complete the purchases.

UPDATED ON THE 8 PARCELS OF LAND DESCRIBED AS: A PORTION OF NELLIE D. MUNDY SURVEY 246 (73.6664 ACRES); A PORTION OF NELLIE D. MUNDY, SURVEY 246 (149.9192 ACRES); A PORTION OF S.J. LARKIN SURVEY 267 (632.735 ACRES); TRACT 1, S.J. LARKIN SURVEY 268, ABSTRACT 10069 (45.664 ACRES); TRACT 1-C, S.J. LARKIN SURVEY 268, ABSTRACT 10069 (15.8712 ACRES); TRACT 1, S.J. LARKIN SURVEY 269, ABSTRACT 10070 (7.3182 ACRES); TRACT 1A, S.J. LARKIN SURVEY 269, ABSTRACT 10070 (8.175 ACRES); A PORTION OF SECTION 9, BLOCK 82, TOWNSHIP 1, TEXAS AND PACIFIC RAILROAD SURVEYS (72.4421 ACRES), WHICH WERE DECLARED INEXPEDIENT TO THE WATER SYSTEM.

No action taken.

DELIBERATED REGARDING EL PASO WATER'S HEADQUARTERS

No action taken.

CONSULTED WITH ITS ATTORNEYS REGARDING BID NUMBER SW 50-16 KENTUCKY DAM (DAM 5) PHASE I IMPROVEMENTS AND SAAB SITE CONTRACTORS L.P.

No action taken.

CONSULTED WITH ITS ATTORNEYS REGARDING THE CLAIM OF MATTHEW J. FLORES FOR DATE OF ACCIDENT ON MARCH 26, 2018.

On a motion made by Dr. Mena, seconded by Ms. Garcia and unanimously carried the El Paso Water Utility-Public Service Board deny the claim of Matthew J. Flores, and authorize its General Counsel to take any and all action necessary to defend the interest and position of the Utility, both affirmative and defensive, to include but not limited to, the response to any litigation in connection with this claim.

ADJOURNMENT

On a motion made by Mayor Margo, seconded by Ms. Garcia and unanimously carried, the meeting adjourned at 10:45 a.m., August 8, 2018.

ATTEST:


Secretary-Treasurer


Christopher Antcliff, Chair