

**MINUTES**  
**PUBLIC SERVICE BOARD**  
**CITY OF EL PASO**  
**February 13, 2019**

The regular meeting of the Public Service Board was held Wednesday, February 13, 2019, at the El Paso Water Utilities Public Service Board Meeting Room, 1154 Hawkins Blvd., El Paso, Texas.

**PSB MEMBERS PRESENT**

Dee Margo, Ex-Officio Member  
Christopher A. Antcliff, Chair  
Henry Gallardo, Member  
Dr. Ivonne Santiago, Member  
Dr. Kristina D. Mena, Member  
Terri Garcia, Vice-Chair  
Bryan Morris, Member

**PSB MEMBERS ABSENT**

**PSB EMPLOYEES PRESENT**

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

**EPWATER EMPLOYEES PRESENT**

Alan Shubert, Vice President  
Marcela Navarrete, Vice President  
Juan S. Gonzalez, Assistant General Counsel  
Art Duran, Chief Financial Officer  
Irazema Rojas, Capital Improvement Program Manager  
Stephanie Santiago, Engineering Program Administrator  
Gretchen Byram, Computer Media Specialist  
Lisa Rosendorf, Chief Communications and Government Affairs Officer  
Jillian Shipp, Executive Assistant  
Rosemary Guevara, Senior Purchasing Agent  
Levi Chacon, Purchasing Agent  
Robert Davidson, Contract Construction Administrator  
Israel Chavez, Senior Network Administrator  
Melissa Bell, Lead Public Affairs Coordinator  
Adriana Castillo, Engineering Division Manager  
Gilbert Trejo, Chief Technical Officer  
Christina Montoya, Marketing and Communications Manager  
James Wolff, Senior Land and Contract Administrator  
Ralph Castro, Utility Construction Supervisor  
Mason Burrough, Facilities Maintenance Supervisor  
Carlos Briano, Lead Public Affairs Coordinator  
Jorge Chavez, Engineering Technician  
Art Hernandez, Wastewater Plant Assistant Superintendent  
Felix Avila, Instrumentation Control Lead Technician  
Gisela Dagnino, Engineering Division Manager  
Aide Zamarron, Wastewater Treatment Manager  
Leticia Augsburgberger, Utility Security and Emergency Response Coordinator

Alma De Anda, Utility Land & Water Rights Manager

## **GUESTS**

Armando Gonzalez, Tech PM Inc.  
Karen Perez, FNI  
Serena Harper, FXSA  
Robert Bowling, Northtown Village  
Pam Faraone, Citizen

## **MEDIA**

None

The Public Service Board meeting was called to order by Mr. Antcliff at 8:05 a.m. A quorum of its members was present. After a moment of silence, those in attendance joined Mr. Shubert, in reciting the Pledge of Allegiance.

## **CONSENT AGENDA**

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

**1. CONSIDERED AND APPROVED THE MINUTES OF THE REGULARLY SCHEDULED PUBLIC SERVICE BOARD MEETINGS HELD ON NOVEMBER 14, 2018, AND DECEMBER 12, 2018; THE SPECIAL MEETING OF THE PUBLIC SERVICE BOARD MEMBER SELECTION COMMITTEE MEETING HELD ON NOVEMBER 13, 2018; AND THE SPECIAL MEETING OF THE PUBLIC SERVICE BOARD BUDGET WORKSHOP MEETING HELD ON DECEMBER 3, 2018.**

The Board approved the minutes of the regularly scheduled Public Service Board meetings held on November 14, 2018, and December 12, 2018; the special meeting of the Public Service Board Member Selection Committee meeting held on November 13, 2018; and the special meeting of the Public Service Board Budget Workshop meeting held on December 3, 2018.

**2. CONSIDERED AND APPROVED A CONTRACT FOR HVAC MAINTENANCE AND AIR QUALITY SYSTEM SERVICES FOR THE INTERNATIONAL WATER QUALITY LABORATORY FROM TRANE U.S. INC. (DBA TRANE) THROUGH ESC REGION 19 ALLIED STATES COOPERATIVE CONTRACT NUMBER 18-7293, IN THE ESTIMATED ANNUAL AMOUNT OF \$92,102 FOR THE FIRST YEAR, WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS; WITH THE SECOND YEAR IN THE ESTIMATED ANNUAL AMOUNT OF \$94,865, AND THE THIRD YEAR IN THE ESTIMATED AMOUNT OF \$97,711.**

The Board approved a contract for HVAC Maintenance and air quality system services for the International Water Quality Laboratory from Trane U.S. Inc. (dba Trane) through ESC Region 19 Allied States Cooperative Contract Number 18-7293, in the estimated annual amount of \$92,102 for the first year, with the option for two, one-year extensions; with the second year in the estimated annual amount of \$94,865, and the third year in the estimated amount of \$97,711.

**3. CONSIDERED AND APPROVED A SOLE SOURCE PURCHASE OF A RETURN ACTIVATED SLUDGE PUMP AND A GRIT PUMP FOR THE ROBERTO R. BUSTAMANTE WASTEWATER TREATMENT PLANT FROM CLOWE & COWAN OF EL PASO LLC IN THE AMOUNT OF \$56,104.46.**

The Board approved a sole source purchase of a return activated sludge pump and a grit pump for the Roberto R. Bustamante Wastewater Treatment Plant from Clowe & Cowan of El Paso LLC in the amount of \$56,104.46.

**4. CONSIDERED AND APPROVED THE PURCHASE OF TWO TRANSFORMERS FOR THE FRED HERVEY WATER RECLAMATION PLANT FROM TRIANGLE ELECTRIC SUPPLY CO., THROUGH THE ESC REGION 19 ALLIED STATES COOPERATIVE CONTRACT NUMBER 15-7147, IN THE AMOUNT OF \$57,000.**

The Board approved the purchase of two transformers for the Fred Hervey Water Reclamation Plant from Triangle Electric Supply Co., through the ESC Region 19 Allied States Cooperative Contract Number 15-7147, in the amount of \$57,000.

**REGULAR AGENDA**

**5. APPOINTMENT BY THE PSB CHAIR OF PSB MEMBERS TO THE FOLLOWING PSB COMMITTEES: 1) ARCHITECT/ENGINEER SELECTION ADVISORY COMMITTEE 2) COMMUNICATIONS COMMITTEE, 3) AUDIT, FINANCE AND INVESTMENT COMMITTEE, AND 4) AD HOC PLANNING AND DEVELOPMENT COMMITTEE.**

Mr. Antcliff, Board chair, suggested leaving the committees as is, with Mr. Morris being added to the Architect/Engineer Selection Advisory Committee and Ad Hoc Planning and Development Committee.

On a motion made by Mr. Gallardo, seconded by Ms. Garcia and unanimously carried, the Board appointed by the PSB chair of PSB members to the following PSB committees: 1) Architect/Engineer Selection Advisory Committee 2) Communications Committee, 3) Audit, Finance and Investment Committee, and 4) Ad Hoc Planning and Development Committee.

**6. PRESENTATION OF THE SAFEST SECTION OF THE QUARTER AWARDS (FOURTH QUARTER 2018).**

Ms. Christina Montoya, Marketing and Communications Manager, presented the Board with information regarding the Safest Section of the Quarter Awards for the Fourth Quarter of 2018. The awards are for the sections with the lowest accident rate for the months of October, November and December 2018. The sections were accident-free during the fourth quarter. All of the members of these sections have performed their jobs safely as a group and as individuals and deserve special recognition. Mr. Balliew presented the award for Plant Facilities to Art Hernandez, Wastewater Plant Assistant Superintendent for the Roberto Bustamante Wastewater Treatment Plant. Next, he presented the award to Ralph Castro, Utility Construction Supervisor, for Field/Construction –Water Installation. Next was Felix Avila, Instrumentation Control Lead Technician, for Support Services –Instrumentation and Control, and lastly to Richard Wilcox, Utility Laboratory Service Manager, for Compliance Materials – Laboratory Services.

**7. CONSIDERED AND ADOPTED A RESOLUTION EXPRESSING SUPPORT FOR THE BORDERLAND EXPRESSWAY PROJECT, AND FURTHER AUTHORIZED THE PRESIDENT/CEO AND/OR THE PUBLIC SERVICE BOARD CHAIR TO SIGN A MEMORANDUM OF UNDERSTANDING WITH THE VARIOUS REGIONAL TRANSPORTATION ENTITIES SEEKING THE DEVELOPMENT OF THE BORDERLAND EXPRESSWAY PROJECT.**

Mr. John Balliew, President/CEO, provided a presentation to the Board regarding this item (copy on file in Central Files). The proposed Borderland Expressway Project is a bi-state project, comprised of the upgrade of NM 404 and NM 213 to four-lane divided highways and the construction of a new four-lane highway from the

Texas/New Mexico state line to Loop 375 in Northeast El Paso. The proposed route of the Borderland Expressway will impact EPWater's land in Northeast El Paso, and rights-of-way from EPWater will need to be acquired in connection with the project. Various regional transportation entities including the Camino Real Regional Mobility Authority (CRRMA), the City of El Paso, The Texas and New Mexico Departments of Transportation, and the El Paso Metropolitan Planning Organization are working collaboratively to develop, implement and obtain funding for the project through state (e.g. Pass-Through Financing) and federal funding options (e.g. INFRA and other grants). The CRRMA, the lead agency for the project, has requested that the Public Service Board provide a resolution of support in connection with the funding applications for the development of the project, and execute a Memorandum of Understanding with the collaborative partners for the project. Mayor Margo made additional comments, and Mr. Balliew addressed questions from the board regarding this item.

On a motion made by Mr. Gallardo, seconded by Dr. Mena and unanimously carried, the Board adopted a resolution expressing support for the Borderland Expressway Project, and further authorized the President/CEO and/or the Public Service Board Chair to sign a Memorandum of Understanding with the various regional transportation entities seeking the development of the Borderland Expressway Project.

**8. CONSIDERED AND AWARDED A PROFESSIONAL SERVICES CONTRACT WITH TECHPM FOR PROJECT AND CONSTRUCTION MANAGEMENT SERVICES FOR A PERIOD OF THREE YEARS, IN AN ESTIMATED AMOUNT OF \$600,000 PER YEAR, WITH THE OPTION TO EXTEND FOR TWO, ONE-YEAR EXTENSIONS, PROVIDED THAT FUNDING IS AVAILABLE IN THE APPROVED BUDGET.**

Mr. Gilbert Trejo, Chief Technical Officer, provided a presentation to the Board regarding this item (copy on file in Central Files). EPWater has a need to improve delivery of the Capital Improvement Program (CIP). We have vacancies of project management personnel that have proven to be difficult to fill in the current economic environment. This contract will allow EPWater to manage staffing levels in relation to the CIP project demands over the three- to five-year term. TechPM is solely a provider of professional and technical human resources and has no competing or conflict of interest with EPWater or other consulting engineers who provide professional engineering services on a regular basis. In the past, TechPM has provided project managers and other technical resources to EPWater to manage, design or inspect capital improvement projects. This contract will increase the number of technical resources that can be provided. Mr. Trejo addressed questions from the Board regarding this item.

On a motion made by Dr. Santiago, seconded by Ms. Garcia and unanimously carried, the Board approved a Professional Services Contract with TechPM for project and construction management services for a period of three years, with the option for two, one-year extensions, in an estimated amount of \$600,000 per year, provided that funding is available in the approved budget.

**9. CONSIDERED AND AWARDED A PROFESSIONAL ENGINEERING SERVICES CONTRACT FOR CONSTRUCTION PHASE SERVICES FOR THE JONATHAN ROGERS WATER TREATMENT PLANT SURGE CONTROL IMPROVEMENTS TO CDM SMITH INC. IN THE AMOUNT OF \$105,404; FURTHER AUTHORIZED FUTURE TASK ORDERS OR AMENDMENTS TO BE ISSUED UNDER THIS CONTRACT FOR ADDITIONAL DESIGN AND CONSTRUCTION PHASE SERVICES IN AN ESTIMATED AMOUNT OF \$25,000, PROVIDING THAT FUNDING IS AVAILABLE IN THE APPROVED BUDGET FOR THE TASK ORDERS OR**

**AMENDMENTS AND AUTHORIZED THE USE OF COMMERCIAL PAPER.**

Mr. Trejo provided a 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 (JRWTP) to the Americas reservoirs. Pressure surges occur in a water transmission pipeline during start-up 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 JRWTP water transmission system was designed with surge tanks. However, two new surge tanks are needed to further protect the plant pumping systems from pressure surges. Two additional, pre-purchased, surge tanks will be installed under Bid Number 90-18. Construction inspection will be performed by EPWater in-house personnel. However, professional engineering services are required to perform construction administration. CDM Smith prepared the design of the Jonathan Rogers Water Treatment Plant Surge Control Improvements under a Professional Engineering Services for Water Treatment Plants On-Call Contract. EPWater worked with CDM Smith to develop a scope of construction phase services for the installation of two surge tanks. The scope is for office engineering services. The fee proposal associated with this scope of services was submitted, reviewed and negotiated with the consultant to reach an agreement on the costs to complete the work. The negotiated fees are in line with the level of effort and hours required to complete the construction project. Mr. Trejo addressed questions from the Board regarding this item.

On a motion made by Mr. Morris, seconded by Dr. Santiago and unanimously carried, the Board awarded a professional engineering services contract for construction phase services for the Jonathan Rogers Water Treatment Plant Surge Control Improvements to CDM Smith, Inc. in the amount of \$105,404; further authorized future task orders or amendments to be issued under this contract for additional design and construction phase services in an estimated amount of \$25,000 and authorized the use of commercial paper.

**10. CONSIDERED AND AWARDED A PROFESSIONAL ENGINEERING SERVICES CONTRACT FOR THE ZARAGOZA ROAD (RABE COURT TO THE MIDDLE DRAIN CANAL) SEWER MAIN REPLACEMENT TO H2O TERRA LLC, FOR DESIGN AND BID PHASE SERVICES IN THE AMOUNT OF \$100,000; AUTHORIZED FUTURE TASK ORDERS OR AMENDMENTS TO BE ISSUED UNDER THIS CONTRACT FOR ADDITIONAL DESIGN AND CONSTRUCTION PHASE SERVICES IN THE ESTIMATED AMOUNT OF \$45,000, PROVIDED THAT FUNDING IS AVAILABLE IN THE APPROVED BUDGET FOR THE TASK ORDERS OR AMENDMENTS.**

Mr. Trejo provided a presentation to the Board regarding this item (copy on file in Central Files). The existing sewer main is an 8-inch diameter concrete pipe installed at less than the minimum current standard slope and was constructed in 1963. The pipe can no longer carry the hydraulic load in this portion of the system. The existing main is to be replaced with a 12-inch diameter main within a City of El Paso right-of-way. The proposed sewer main will cross the Juan de Herrera Main Lateral Canal and a set of Union Pacific Railroad tracks. It is necessary to bore a steel casing across the lateral and tracks. The sewer main will extend along Mellon Drive and Roseway Drive. The Architectural/Engineering Selection Advisory Committee met on October 10, 2018, to review and recommend the selection of an engineering firm for the above-referenced project. The committee consisted of former PSB member Bradley Roe, Santiago, Mena, Utility Chief Operations Officer Fernando Rico, and Trejo. Proposals were evaluated in the areas of technical competence, project approach, team organization and availability, and project management and quality control. The Architectural/Engineering Selection Advisory Committee discussed the submittal and determined that H2O Terra meets the needs of the Utility for these important services and demonstrated excellent abilities in all evaluated categories. Staff worked with H2O Terra to develop the scope of services required for this project. 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. Mr. Trejo addressed questions from the Board regarding this item.

On a motion made by Dr. Santiago, seconded by Ms. Garcia and unanimously carried, the Board awarded a professional engineering services contract for the Zaragoza Road (Rabe Court to the Middle Drain Canal) Sewer Main Replacement to H2O Terra LLC for design and bid phase services in the amount of \$100,000; authorize

future task orders or amendments to be issued under this contract for additional design and construction phase services in the estimated amount of \$45,000, provided that funding is available in the approved budget for the task orders or amendments.

**11. CONSIDERED AND APPROVED CHANGE ORDER NUMBER 1 (FINAL) – LOUISIANA DAM (DAM 3) PHASE I IMPROVEMENTS TO TAO INDUSTRIES INC, DBA HAWK CONSTRUCTION INC. IN THE AMOUNT OF \$131,047.11.**

Mr. Alan Shubert, Vice President, provided a presentation to the Board regarding this item (copy on file in Central Files). The existing dam was improved to increase the dam's capacity. Change Order Number 1 reflects the adjustment to final as-built quantities. Quantities are paid using the unit prices established in the original bid. Mr. Shubert addressed questions from the Board regarding this item. Mr. Balliew made additional comments.

On a motion made by Dr. Mena seconded by Dr. Santiago and unanimously carried, the Board approved Change Order Number 1 (Final) – Louisiana Dam (Dam 3) Phase I Improvements to Tao Industries Inc, dba Hawk Construction, Inc. in the amount of \$131,047.11.

**12. CONSIDERED AND AWARDED BID NUMBER 02-19, RESLER DRIVE NORTH OF TRANSMOUNTAIN 24-INCH TRANSMISSION WATER MAIN PHASE IV, TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, CUBIC WATER LLC IN THE AMOUNT OF \$155,700.**

Mr. Shubert provided a presentation to the Board regarding this item (copy on file in Central Files). This project is for the installation of a transmission water line to provide service for the Desert Springs Unit 5 Subdivision, north of Resler Drive and Enchanted Springs Road. Approximately 560 linear feet of 24-inch pipeline along with valves and miscellaneous small diameter distribution pipelines will be installed. EPWater received seven bids for this project on December 21, 2018. The bidders were Cubic Water, Spartan Construction of TX, DuCross Construction, Spiess Construction, Hawk Construction, Bain Enterprises dba Bain Construction, and CMD Endeavors. The bids ranged from \$155,700 to \$3,632,400 or 13 percent below to 1.920 percent above the engineer's estimate of \$179,828.25. Staff evaluated the qualifications of the apparent low bidder and determined that Cubic Water meets the minimum general requirements as well as the minimum project specific criteria as specified in the bid documents. Staff recommends award of Bid Number 02-19, Resler Drive North of Transmountain 24-Inch Transmission Water Main Phase IV, to Cubic Water as the lowest responsive, responsible bidder in the amount of \$155,700. Mr. Shubert addressed questions from the Board regarding this item.

On a motion made by Dr. Mena, seconded by Dr. Santiago and unanimously carried, the Board awarded Bid Number 02-19, Resler Drive North of Transmountain 24-Inch Transmission Water Main Phase IV, to the lowest responsive, responsible bidder, Cubic Water, LLC in the amount of \$155,700.

**13. CONSIDERED BEST VALUE BID NUMBER 14-19, SECURITY GUARD SERVICES, DECLARED ALLIED UNIVERSAL SECURITY SERVICES AS NOT RESPONSIVE AND AWARD TO THE HIGHEST RANKED OFFEROR BLACKSTONE SECURITY SERVICES OF TEXAS INC., IN THE ESTIMATED ANNUAL AMOUNT OF \$750,000, WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.**

Ms. Rosemary Guevara, Senior Purchasing Agent, provided information to the Board regarding this item. Security guard services are vital to ensure the safety and integrity of the Utility. These guard services include guarding the main office, customer service center, water and wastewater treatment plants, desalination plant complex (includes TechH2O Center), field office facility, stormwater operations facility, fleet maintenance/warehouse campus, the International Water Quality Laboratory, and multiple sandbag distribution sites on a seasonal basis. The previous bid was awarded on August 12, 2015 as a low bid type of procurement. The current bid is a best value type of procurement. This is a best value bid, and we received five bids. Staff evaluated the bids and scored each bid based on the criteria outlined within the bid proposal. This consisted of

the following criteria: cost, experience and qualifications, and technical approach – quality of organization/personnel provided. The highest ranked offeror Allied Universal Security Services submitted exceptions to the bid proposal. Therefore, staff is recommending they be deemed not responsible. Staff recommends award to the second highest ranked offeror Blackstone Security Services of Texas Inc. Ms. Augsberger and Mr. Balliew addressed questions from the Board regarding this item.

On a motion made by Dr. Santiago, seconded by Dr. Mena and unanimously carried, the Board Consider Best Value Bid Number 14-19, Security Guard Services, declared Allied Universal Security Services as not responsive and awarded to the highest ranked offeror Blackstone Security Services of Texas. Inc., in the estimated annual amount of \$750,000, with the option for two, one-year extensions.

**14. CONSIDERED AND AWARDED BID NUMBER 15-19, SODIUM CHLORITE 25%, TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, INTERNATIONAL DIOXIDE INC., IN THE ESTIMATED ANNUAL AMOUNT OF \$228,015, WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.**

Ms. Guevara provided information to the Board regarding this item. The chemical 25% Sodium Chlorite is used to produce chlorine dioxide at both the Umbenhauer/Robertson Water Treatment Plant and the Jonathan Rogers Water Treatment Plant as a pre-disinfectant. The previous bid was awarded on January 22, 2018. The quantity increased in this bid to include additional chemical for the Jonathan Rogers plant. In addition, the price per pound increased from \$0.52 to \$0.565, an 8.3 percent increase. Two bids and one no bid were received. Staff evaluated the bids and determined that the low bidder met all the requirements as outlined within the bid proposal. Therefore, staff recommends award to International Dioxide Inc. Ms. Guevara addressed questions from the Board regarding this item.

On a motion made by Ms. Garcia, seconded by Dr. Mena and unanimously carried, the Board awarded Bid Number 15-19, Sodium Chlorite 25%, to the lowest responsive, responsible bidder, International Dioxide Inc., in the estimated annual amount of \$228,015, with the option for two, one-year extensions

**15. CONSIDERED AND AWARDED BID NUMBER 09-19 QUICKLIME, TO THE SOLE RESPONSIVE, RESPONSIBLE BIDDER, AUSTIN WHITE LIME COMPANY, IN THE ESTIMATED ANNUAL AMOUNT OF \$449,120, WITH THE OPTION FOR TWO, ONE-YEAR EXTENSIONS.**

Ms. Guevara provided information to the Board regarding this item. Quicklime is a chemical used for the high-lime treatment process and dewatered sludge stabilization at the Fred Herve Water Reclamation Plant and the John T. Hickerson Water Reclamation Facility. Lime is added to treated effluent to raise the pH of the wastewater to above 11.0. A pH above 11.0 reduces viruses in wastewater by 99 percent. One bid and one no bid were received. Staff evaluated the bid and determined that Austin White Lime Company met all the requirements as outlined in the bid proposal. Staff recommends award to Austin White Lime Company. The previous bid was awarded on March 9, 2016, and the new bid is an increase of 5.6 percent.

On a motion made by Ms. Garcia, seconded by Dr. Mena and unanimously carried, the Board awarded Bid Number 09-19 Quicklime, to the sole responsive, responsible bidder, Austin White Lime Company, in the estimated annual amount of \$449,120, with the option for two, one-year extensions.

**16. CONSIDERED AND ADOPTED A RESOLUTION AWARDED BID NUMBER 109-18, SALE OF REAL ESTATE, CONSISTING OF APPROXIMATELY 73.19 ACRES, LEGALLY DESCRIBED AS PORTION OF SECTION 31, BLOCK 80, TOWNSHIP 1, TEXAS AND PACIFIC RAILWAY COMPANY SURVEYS, CITY OF EL PASO, EL PASO COUNTY, TEXAS, TO THE HIGHEST RESPONSIVE, RESPONSIBLE BIDDER, NORTHTOWNE VILLAGE JOINT VENTURE, IN THE AMOUNT OF \$4,760,000, AND AUTHORIZED THE PRESIDENT/CEO TO FORWARD**

**THE RECOMMENDATION TO CITY COUNCIL TO SELL THE LAND, AND TO SIGN ANY AND ALL DOCUMENTS NECESSARY TO COMPLETE THE SALE.**

Mr. James Wolff, Senior Land and Contract Administrator, provided a presentation to the Board regarding this item (copy on file in Central Files). On June 8, 2016, the Board determined the land totaling approximately 73.19 acres and legally described as portion of Section 31, Block 80, Township 1, Texas and Pacific Railway Company Surveys, City of El Paso, El Paso County, Texas, to be inexpedient to the system. This land is located in Northeast El Paso off McCombs Street, south of Sean Haggerty Drive, north of Trans Mountain Road and west of Dyer Street. Based on an appraisal, the PSB set the minimum acceptable bid for this real estate bid at \$2,168,035. The bid opening was held on Friday, January 18, 2019. Three bids were received. The bids were evaluated, and it was determined that the bid from Northtowne Village Joint Venture met the specifications and was the highest bidder. Staff recommends awarding to Northtowne Village Joint Venture in the amount of \$4,760,000. A cashier's check in the amount of 5 percent of the bid amount was submitted as required in the bid proposal. Mr. Wolff addressed questions from the Board regarding this item.

On a motion made by Mr. Gallardo, seconded by Dr. Mena and unanimously carried, the Board adopted a Resolution awarding Bid Number 109-18, Sale of Real Estate, consisting of approximately 73.19 acres, legally described as portion of Section 31, Block 80, Township 1, Texas and Pacific Railway Company Surveys, City of El Paso, El Paso County, Texas, to the highest responsive, responsible bidder, Northtowne Village Joint Venture, in the amount of \$4,760,000, and authorized the President/CEO to forward the recommendation to City Council to sell the land, and to sign any and all documents necessary to complete the sale.

**17. CONSIDERED AND ADOPTED A RESOLUTION AWARDED BID NUMBER 110-18, SALE OF REAL ESTATE, CONSISTING OF APPROXIMATELY 43.40 ACRES LEGALLY DESCRIBED AS PORTION OF SECTION 31, BLOCK 80, TOWNSHIP 1, TEXAS AND PACIFIC RAILWAY COMPANY SURVEYS, CITY OF EL PASO, EL PASO COUNTY, TEXAS, TO THE HIGHEST RESPONSIVE, RESPONSIBLE BIDDER, NORTHTOWNE VILLAGE JOINT VENTURE, IN THE AMOUNT OF \$2,175,000, AND AUTHORIZED THE PRESIDENT/CEO TO FORWARD THE RECOMMENDATION TO CITY COUNCIL TO SELL THE LAND, AND TO SIGN ANY AND ALL DOCUMENTS NECESSARY TO COMPLETE THE SALE.**

Mr. Wolff provided a presentation to the Board regarding this item (copy on file in Central Files). On June 8, 2016, the Board determined the land totaling approximately 43.40 acres and legally described as portion of Section 31, Block 80, Township 1, Texas and Pacific Railway Company Surveys, City of El Paso, El Paso County, Texas, to be inexpedient to the system. This land is located in Northeast El Paso off McCombs Street, south of Sean Haggerty Drive, north of Trans Mountain Road and west of Dyer Street. Based on an appraisal, the PSB set the minimum acceptable bid for this real estate bid at \$1,379,966. The bid opening was held on Friday, January 18, 2019. Three bids were received. The bids were evaluated, and it was determined that the bid from Northtowne Village Joint Venture met the specifications and was the highest bidder. Staff recommends awarding to Northtowne Village Joint Venture in the amount of \$2,175,000. A cashier's check in the amount of 5 percent of the bid amount was submitted as required in the bid proposal. Mr. Wolff addressed questions from the Board regarding this item.

On a motion made by Ms. Garcia, seconded by Dr. Mena and unanimously carried, the Board adopted a Resolution awarding Bid Number 110-18, Sale of Real Estate, consisting of approximately 43.40 acres legally described as portion of Section 31, Block 80, Township 1, Texas and Pacific Railway Company Surveys, City of El Paso, El Paso County, Texas, to the highest responsive, responsible bidder, Northtowne Village Joint Venture, in the amount of \$2,175,000, and authorized the President/CEO to forward the recommendation to City Council to sell the land, and to sign any and all documents necessary to complete the sale.

**18. MANAGEMENT REPORT:**

- Results of 2018 Annual Customer Survey: Ms. Lisa Rosendorf, Chief Communication and Government Affairs Officer, presented the Board with information regarding the El Paso



Water Customer Survey Results 2018. A total of 508 customers were surveyed in November by phone. The survey was conducted by Research & Polling of Albuquerque, New Mexico. The first area that Ms. Rosendorf addressed was satisfaction and confidence indicators. Overall, satisfaction with El Paso Water in 2018 was 88 percent compared to 85 percent in 2017. Dissatisfaction dropped in 2018 to 10 percent, whereas in 2017 it was 12 percent. Next, confidence in EPWater's ability to provide water for our city was at 90 percent compared to 88 percent in 2017. Those who did not have confidence dropped to 1 percent compared to 2 percent in 2017. On the statement that drinking water is safe and of good quality, 77 percent agreed in 2018, which is up from 70 percent in 2017. Those who disagreed totaled 21 percent in 2018, compared to 22 percent in 2017. Next, customers were asked what their primary source of drinking water was in home: bottled water, filtered water or unfiltered water. Bottled water was the most popular at 50 percent for 2018. Some unaided responses as to why people chose bottled, filtered or unfiltered water compared to tap water was taste at 48 percent; convenience at 22 percent; health/safety, impurities and hard water coming in at 10 percent; and chemicals coming in at 8 percent. Next, Ms. Rosendorf went over investment priorities, ranking from high to very high priority level of projects. The highest concern coming in at 85 percent was replacing 50+ year-old pipes, and lowest at reducing wastewater plant odors at 68 percent. Ms. Rosendorf went on to discuss the perceptions of cost. Is the cost of water in El Paso reasonable: 62 percent agreed. Is the stormwater fee reasonable: 79 percent agreed. Performance evaluation was discussed next, with a rating of excellent and good. For 2018, reliability of water service came in at 93 percent and reliable drainage of wastewater from home came in at 82 percent, a percentage down from 2017. Maintaining pipes, taste of water and planning for the future all came in at 57 percent. In terms of customer service, the survey asked true or false: El Paso Water really cares about its customers. Those who agreed increased to 72 percent in 2018, and satisfaction with service from customer service representatives came in at 78 percent, a slight drop from 2017. Ms. Rosendorf mentioned one of the interesting findings is that 72 percent of customers access the internet through a computer, and 79 percent access through a mobile device. Conservation is an area that can be improved: 79 percent were familiar with days and times of watering; 59 percent said they could reduce home water use by an additional 10 percent; 39 percent aware of EPWater water conservation workshops and events; and 26 percent were familiar with the TechH<sub>2</sub>O Learning Center. Currently the top five ways to receive information is through bill inserts at 51 percent, mailings at 18 percent, television at 18 percent, website at 10 percent and email at only 7 percent. A question that was asked in conjunction with this was how customers prefer to receive their information. The results were bill inserts at 41 percent, mailings 21 percent, email coming in at 18 percent, television 12 percent and website at 9 percent. Customers were asked what social media platform they use: 62 percent use Facebook, 21 percent use Instagram and 11 percent use Twitter. Ms. Rosendorf addressed questions from the Board.

- Engineers Week event, project profiles and video: The week of February 17-23 is National Engineers Week. EPWater will be hosting an event on Saturday, February 23, 2019, at the TechH<sub>2</sub>O Learning Center called Innovating Our Future Family Day. EPWater partnered with El Paso Electric, as well as 21 other collaborating organizations in addition to involvement from EPWater's engineers. Next, Ms. Rosendorf announced that Board member Dr. Ivonne Santiago was announced as Engineer of the Year. The El Paso Times will be producing a supplemental issue featuring Dr. Santiago, in addition to highlighting three of our projects. Mr. Shubert then presented a new project that has been developed. He began his presentation with a map of the Umbenhauer/Robertson Water Treatment Plant discharge main tunnel design build. He then showed a video introducing "Robbie," a tunnel-burrowing machine.

- Update on impact fees: Ms. Marcela Navarrete, Vice President provided an update on impact fees. Ms. Navarrete began by reminding the Board that in February there were two items that were to be placed on the February 5, 2019 City Council meeting agenda. Unfortunately, they were not placed on the agenda, and the City of El Paso has delayed the process and EPWater is unsure as to when they plan on moving forward.

**19. 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. Gallardo, seconded by Ms. Garcia, and unanimously carried, the Board retired into Executive Session at 9:04 a.m., February 13, 2019, pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D to discuss 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 deliberate regarding a new revised RFP for El Paso Water's Headquarters

b. **Section 551.072 Deliberation Regarding Real Property**

The Board will deliberate regarding a potential land purchase in Hudspeth County, Texas.

c. **Section 551.072 Deliberation Regarding Real Property**

The Board will deliberate regarding land in its inventory, which may be impacted by the proposed Borderland Expressway Project.

d. **Section 551.074 Personnel Matters**

Annual Performance Review of President/CEO.

On a motion made by Mr. Gallardo, seconded by Ms. Garcia and unanimously carried, the Board reconvened in open session at 10:22 a.m., February 13, 2019. Mayor Margo left the meeting following discussion of item a. in Executive Session.

**DELIBERATED REGARDING A NEW REVISED RFP FOR EL PASO WATER'S HEADQUARTERS**

On a motion made by Dr. Mena, seconded by Ms. Garcia, that the El Paso Water Utilities-Public Service Board hereby authorizes the President and CEO to proceed with the recommendations of the Board concerning the RFP for the future location of El Paso Water's Headquarters.

**DELIBERATED REGARDING A POTENTIAL LAND PURCHASE IN HUDSPETH COUNTY, TEXAS.**

On a motion made by Dr. Mena, seconded by Ms. Garcia, 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 and all documents necessary to complete the purchases, including the applications for transfers of ownership of the validation permits.

**DELIBERATED REGARDING LAND IN ITS INVENTORY, WHICH MAY BE IMPACTED BY THE PROPOSED BORDERLAND EXPRESSWAY PROJECT.**

No Action

**ANNUAL PERFORMANCE REVIEW OF THE PRESIDENT/CEO**

On a motion made by Dr. Mena, seconded by Ms. Garcia, and unanimously carried, the Board determined that the President/CEO performed above average and exceeded the Board's expectations, and hereby authorizes an 8 percent increase to the President/CEO's current annual salary, and further authorized an amendment to the President/CEO's Employment Agreement to extend the terms for two (2) additional years, for a total length of five years and to additionally clarify notice requirements for non-renewal and termination, and payment provisions related thereto.

**ADJOURNMENT**

On a motion made by Ms. Garcia, seconded by Mr. Morris and unanimously carried, the meeting adjourned at 10:23 a.m., February 13, 2019.

ATTEST:

  
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Secretary-Treasurer

  
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Christopher Antcliff, Chair