

PUBLIC WORKS COMMISSION  
MEETING OF WEDNESDAY, JUNE 26, 2024  
8:30 AM

Present: Donald L. Porter, Chairman  
Christopher G. Davis, Vice Chairman  
Ronna Rowe Garrett, Secretary  
Richard W. King, Treasurer

Others Present: Timothy L. Bryant, CEO/General Manager  
Derrick Thompson, City Council Liaison  
Sally Shutt, Assistant County Manager  
Media

Absent: Chancer McLaughlin, Interim Town Manager/Liaison

I. REGULAR BUSINESS

Chairman Donald Porter called the meeting of June 26, 2024, to order at 8:30 am.

PLEDGE OF ALLEGIANCE

Chairman Donald Porter led the Commission in the Pledge of Allegiance

APPROVAL OF AGENDA

Commissioner Ronna Rowe Garrett motioned to amend the agenda by removing Item V, and by adding a closed session for Legal Matters as Item VIII, and a Closed Session for Personnel Matters, as Item IX. Motion was seconded by Commissioner Cristopher Davis, and unanimously approved.

Commissioner Christopher Davis, motioned to approve the amended agenda. The motion was seconded by Commissioner Ronna Rowe Garrett and unanimously approved.

II. RECOGNITIONS

FY24 LEAK DETECTION PROGRAM RECOGNITION

Presented by: Carolyn Justice Hinson, Chief Customer Officer

Mr. Timothy Bryant introduced Ms. Carolyn Justice Hinson, who deferred to Ms. Misty Manning. Ms. Manning stated the FY24 Non-Revenue Leak Detection Program was overseen by the WR Engineering Department, however we had a lot of assistance from our other departments. She asked the following employees to stand:

Kenny Hart	WR Construction
Billy McPhaul	WR Construction
John Junot (not present)	WR Construction
Phillip Parker (not present)	WR Construction
Michael Smith (project lead)	WR Engineering

Vance McGougan	WR Engineering
Robert Turner	WR Engineering
Terrance Thompson	Customer Care
Chad Groves	Customer Care
Harry Myles	Customer Care
Corey Brown (not present)	Customer Care

Ms. Manning stated we contracted with McKim & Creed, and we did acoustic inspections. PWC identified possible leaks; possible system notes that we needed to do. We completed quick responses on repairs; on PWC's side and also notified customers of possible leaks on their side as well. In total this year, we found a rough estimate of 81.3 million gallons we have conserved. This is a program we began as part of our Asset Management Program. This is the second year (of five years), and in total we have identified over 114 million gallons per year. The total dollar amount saved has not been totaled yet.

Commissioner Ronna Rowe Garrett stated she appreciates the employees being present. And we so care about your accomplishments and them as people. She stated the Commissioners talk about them often and their accomplishments. She encouraged them to stay hydrated and thanked them for what they do every day.

### III. CONSENT ITEMS

Commissioner Christopher Davis motioned to approve the Consent Items. Motion was seconded by Commissioner Ronna Rowe Garrett, and unanimously approved.

- A. Approve Minutes of meeting of May 22, 2024
- B. Adopt PWC Resolution # PWC2024.07 – Resolution Adopting, Amending, and Rescinding Policies, and Updating The PWC Online Document Library
- C. Adopt PWC Resolution # PWC2024.08 - Resolution of the Fayetteville Public Works Commission to Direct the Filing of an Application for State Loan Assistance
- D. Adopt PWC Resolution # PWC2024.09 - Resolution of the Fayetteville Public Works Commission to Accept the American Rescue Plan Act Offer under the State Fiscal Recovery Fund
- E. Adopt PWC Resolution # PWC2024.10 – Resolution to Declare Personal Property as Surplus and Authorize Sale of Property by Public Auction
- F. Approve bid recommendation to award bid for the purchase of Gas Turbine 6 Frame Size 5 Exhaust Plenum to Schock Manufacturing LLC, Owasso, OK, the lowest, responsive, responsible bidder, and in the best interests of PWC, in the total amount of \$140,000.00. And approve to forward this recommendation to City Council for approval.

The Gas Turbine 6 Frame Size 5 Exhaust Plenum is budgeted in account string 001.0170.0802.2412071-01.343000...CPR1000556

Bids were received June 6, 2024, as follows:

<u>Bidders</u>	<u>Total Cost</u>	<u>Delivery</u>
Schock Manufacturing LLC, Owasso, OK	\$140,000.00	3 Weeks

**COMMENTS:** The initial bid notice was advertised through our usual channels on May 14, 2024, with a bid opening date of May 28, 2024. However, no bids were received from the initial advertisement, prompting a re-bid on May 28, 2024. The re-bid bid opening date was scheduled for June 6, 2024. Bids were solicited from three (3) vendors, and one (1) bid was received. The award is recommended to Schock Manufacturing LLC. **MWDBE/SLS Participation:** Schock Manufacturing LLC is not a MWDBE or local business. Schock is the manufacturer of this purchase and intends to perform the contract with its own workforce.

- G. Approve bid recommendation to reject all bids for the purchase of Prefabricated Relay Control Houses for Two (2) Substations: FTCC and Murray Fork Road, and forward City Council for approval.

Bids exceed the budget and are not in the best interests of PWC.

Bids were received May 24, 2024, as follows:

<u>Bidders</u>	<u>UOM</u>	<u>QTY</u>	<u>Unit Cost</u>	<u>Total Cost</u>
Birmingham Control Sys., Inc., Bessemer, AL	EA	2	\$399,995.00	\$ 799,999.00
Panelmatic, Brookfield, OH	EA	2	\$607,000.00	\$1,214,000.00

**COMMENTS:** The Commission is requested to reject all bids for the purchase of Prefabricated Relay Control Houses for two substations: FTCC and Murray Ford Rd. The bid notice was advertised through PWC's usual channels on April 30, 2024, with a bid opening date of May 24, 2024. Five vendors were solicited, and PWC received two bids, which were evaluated by the Procurement and Electric Systems Support departments. Both departments recommend rejecting the bids because they exceed the budget and are not in PWC's best interest.

- H. Approve bid recommendation to award bid for the purchase of Relay Control Houses to VFP, Inc., Roanoke, VA, the lowest, responsive, responsible bidder, in the total amount \$605,890.00, and forward to City Council for approval.

The Relay Control Houses will be bond funded via the following account strings:  
103.0000.0802.2207988-05.690161..CPR1000471 & 103.0000.0802.2102564-05.  
690161..CPR1000421

Bids were received February 1, 2024, as follows:

<u>Bidders</u>	<u>UOM</u>	<u>QTY</u>	<u>Total Cost</u>	<u>Total Cost</u>
VFP, Inc., Roanoke, VA	EA	2	\$302,945.00	\$605,890.00

**COMMENTS:** On April 10, 2024, the Commission approved an award recommendation for the purchase of relay control houses required for the reconstruction of the P.O. Hoffer 69 to 15 x 25kV Substation and the Cumberland Road 69 to 15 x 25kV Substation. The contract was awarded to the lowest responsive and responsible bidder, VFP, Inc., based in Roanoke, VA.

Subsequent to this award, the PWC Procurement Department solicited bids under bid number PWC2324070 for two additional relay houses. The lowest bid under PWC2324070 was \$194,109.00 higher than the awarded bid under PWC2324035. VFP, Inc. has agreed to provide the two (2) additional relay control houses to PWC at the

same unit cost as in the initial contract under PWC2324035. **MWDBE/Local Participation:** VFP, Inc., Roanoke, VA, is not a small local or MWDBE business.

- I. Approve bid recommendation to award bid for the purchase of Online Low Range Turbidimeter & UV-254 Replacement to Swan Analytica USA, Inc, Wheeling, IL the lowest, responsive, responsible bidder, and in the best interest of PWC in the total amount \$149,005.00, and forward to City Council for approval.

The Online Low Range Turbidimeter & UV-254 Replacement is budgeted in account string 002.0630.0802.0000000-00.323000.32300.2406304968

Bids were received May 30, 2024, as follows:

<u>Bidders</u>	<u>Total Cost</u>	<u>Delivery</u>
Swan Analytical USA, Inc.	\$149,005.00	2-3 Weeks

**COMMENTS:** The bid notice was advertised through our usual channels on May 16, 2024, with a bid opening date of May 30, 2024. Bids were solicited from two (2) vendors, and one (1) bid was received. The award is recommended to Swan Analytical USA, Inc. **MWDBE/SLS Participation:** Swan Analytical USA is not MWDBE or a local business. Swan Analytical USA, Inc, is the manufacturer of this purchase and intends to perform the contract with its own workforce.

- J. Approve bid recommendation to award contract for the Re-bid of Lift Station Rehabilitation Mechanical Jobbers Marketing, Inc., Lithonia, GA, the lowest, responsive, responsible bidder, and in the best interest of PWC in the total amount of \$397,400.00, and forward to City Council for approval.

The Re-bid Lift Station Rehabilitation is budgeted in 002.0160.0435.0000000-00.80005.CPR1000390.

Bids were received May 2, 2024, as follows:

<u>Bidders</u>	<u>Total Cost</u>
Mechanical Jobbers Marketing, Inc.	\$397,400.00
Carolina Management Team	\$514,810.00

**COMMENTS:** The bid notice was advertised through our usual channels on April 11, 2024, with a bid opening date of May 2, 2024. Bids were solicited from three (3) vendors, and two (2) bids were received. The award is recommended to Mechanical Jobbers Marketing, Inc., Lithonia, GA. **MWDBE/SLS Participation:** Mechanical Jobbers Marketing, Inc., Lithonia, GA is a North Carolina-certified Minority-Owned business. They plan to use a WBE firm for storage and housing rental needs and are actively assisting this firm with their NC HUB Certification

- K. Adopt PWCORD2024-06 – FY2024 Budget Amendment #8

PWCORD2024-06 is an Electric and W/WW Fund amendment changing the fund balances as follows: The Electric Fund is increasing by \$1,380,900 to \$309.6 million and the W/WW Fund is decreasing \$134,900 to \$156.6 million.

#### **Electric Fund**

- **Electric Fund Revenue:** Total Electric Fund Revenue increased by \$1,380,900.

- Total Budgetary Appropriations increased by \$1,380,900 due to the net effect of decreasing the Appropriation from Rate Stabilization by \$141,500 and increasing the Appropriation from Electric Net Position by \$1,522,400 to support increased expenses below.
- **Electric Fund Expenditures:** Total Electric Fund Expenditures increased by \$1,380,900.
  - Operating Expenditures decreased by \$253,300 due to the transfer of funds to the PWC Foundation Reserve and GASB 96 lease adjustments.
  - Capital decreased by \$1,406,600 due to supply chain restrictions and project delays.
  - Total Budgetary Appropriations increased by \$3,040,800. This includes the increase of the Transfer to Budget Carryover Reserve by \$2,406,600, the increase of the PWC Foundation Reserve by \$339,800, and the increase of the Legal Reserve by \$294,400.

#### **W/WW Fund**

- **W/WW Fund Revenue:** Total W/WW Fund Revenue decreased by \$134,900.
  - Total Budgetary Appropriations decreased by \$134,900. This includes the increase of the Appropriation from Annexation Phase V Reserve by \$292,700, the decrease of the Transfer from Budget Carryover Reserve by \$1,060,500 due to equipment delays, and the increase of the Appropriation from W/WW Net Position by \$632,900.
- **W/WW Fund Expenditures:** Total W/WW Fund Expenditures decreased by \$134,900.
  - Operating Expenditures decreased by \$253,300 due to the transfer of funds to the PWC Foundation Reserve, GASB 96 lease adjustments, and project delays.
  - Capital decreased by \$2,532,800 due to supply chain restrictions and project delays.
  - Total Budgetary Appropriations increased by \$2,794,800. This includes the increase of the Transfer to Budget Carryover Reserve by \$2,532,800, the increase of the PWC Foundation Reserve by \$339,800, the increase of the Legal Reserve by \$264,300, and the decrease of the Appropriation to W/WW Net Position by \$342,100.

**COMMENTS:** Staff recommends that the Commission adopt the attached budget ordinance amendment PWCORD2024-06.

#### **L. Adopt PWC Ordinances – PWCORD2024-07 thru PWCORD2024-12**

The following ordinances will be effective upon adoption:

- PWCORD2024-07 amends the Electric Rate Stabilization Fund to decrease the budgeted transfer to the Electric General Fund (GF) by \$141,535 for lower catch-up energy costs, consistent with the GF budget, and to update transfer and interest income to actuals as of FY24.
- PWCORD2024-08 amends the Annexation Phase V Reserve to increase the budgeted transfer to the Water and Wastewater General Fund (GF) by \$292,700 for debt service.
- PWCORD2024-09 amends the Electric Transportation Equipment Capital Project Fund to close out long lead time purchases made in FY24.
- PWCORD2024-10 amends the Series 2021 Electric Capital Project Fund to recognize interest income of \$23,932.
- PWCORD2024-11 amends the Series 2021 Water and Wastewater Capital Project Fund to recognize interest income of \$1,206,072.
- PWCORD2024-12 amends the Water Transportation Equipment Capital Project Fund to close out long lead time purchases made in FY24.

**COMMENTS:** Staff recommends that the Commission adopt the attached CPF budget ordinances.

M. Adopt PWC Ordinances – PWCORD2024-13 thru PWCORD2024-19

The following ordinances will be effective July 1, 2024, and reflect the FY25 activity from the FY25 Annual Electric and Water/Wastewater Operating and CIP Budget:

- PWCORD2024-13 amends the Electric Rate Stabilization Fund to recognize the FY25 transfer of \$3,896,000 consistent with the GF budget and an increase in estimated interest income of \$1,300,000 in recognition of higher interest rates for investment activity.
- PWCORD2024-14 amends the Water and Wastewater Utility Rate Stabilization Fund to recognize the FY25 transfer of \$250,000 consistent with the GF budget and an increase in estimated interest income of \$90,900 in recognition of higher interest rates for investment activity.
- PWCORD2024-15 amends the Annexation Phase V Reserve to recognize the FY25 appropriations from the GF of \$8,600,900, an increase in estimated interest income of \$1,907,800 in recognition of higher interest rates for investment activity and an appropriation to the GF of \$8,097,800 for debt service, all consistent with the GF budget.
- PWCORD2024-16 amends the NCDOT CPF to add new projects and update cost estimates for existing projects based on the FY25 CIP.
- PWCORD2024-17 amends the Substation Rebuild CPF to reduce project expenditures for substation projects anticipated to be funded with Revenue bonds and update cost estimate of existing project based on the FY25 CIP.
- PWCORD2024-18 amends the Electric Transportation Equipment Capital Project Fund to revise the FY25 estimates for long lead time purchases, making the budgeting, tracking and pre-audit requirements more manageable to staff.
- PWCORD2024-19 amends the Water Transportation Equipment Capital Project Fund to revise the FY25 estimates for long lead time purchases, making the budgeting, tracking and pre-audit requirements more manageable to staff.

**COMMENTS:** Staff recommends that the Commission adopt the attached CPF budget ordinances.

END OF CONSENT

IV. ECONOMIC INCLUSION PROGRAM BRIEFING

Presented by: Candice Kirtz, Director of Supply Chain  
Nikole Bohannon, Economic Inclusion Program Manager

Ms. Rhonda Haskins introduced Ms. Candice Kirtz and Ms. Nikole Bohannon.

Ms. Kirtz stated she and Ms. Bohannon will provide a recap of the program's purpose and history; outreach efforts; vendor database growth; and connections to procurement opportunities. They will also provide an update on SLS (Small Local Supplier) spend; spend by products; spend by PWC divisions; awarded contract dollars; vendor spotlights; and future goals.

**Program Purpose**

- Economic Inclusion Program

Ms. Kirtz stated the Economic Inclusion Program is the umbrella terms used for describing PWC's Small Local Supplier (SLS) Program and Minority, Women, Disadvantaged, Business Enterprises (MWDBE) Program. Both of these programs have similar purposes, just for different groups, which are to support utilization, encourage capacity development and offer procurement opportunities to certified SLSs and MWDBEs.

History:



The Fayetteville Metropolitan Statistical Area is applicable to the SLS Program. This area consists of Harnett, Cumberland, and Hoke Counties. It is also focused on below \$30,000.

The MWDBE Geographical Statistical Area consists of Regions 3-8 & 10. The dollar thresholds are higher as well.



## Outreach Efforts

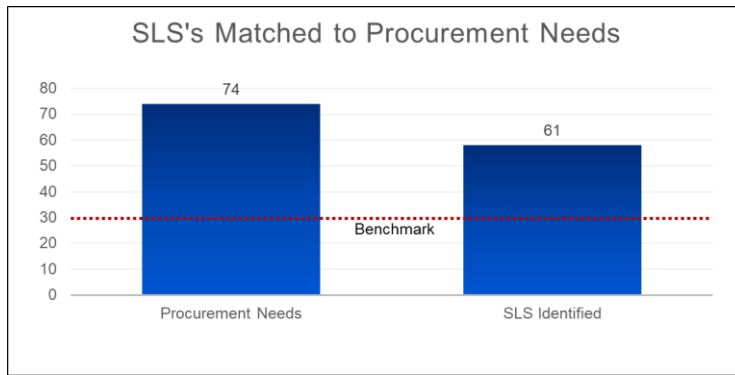
So far this fiscal year, the EI Program team has either hosted or co-hosted 17 trainings and networking events. This team has reached 422 businesses. 62 new vendors have come out of the FY24 outreach and 23 have received assistance with HUB certification through this outreach. I am happy to share that through participant surveys we have gathered that we are exceeding outreach expectations by 95%.

## Procurement Opportunities (SLS Program)

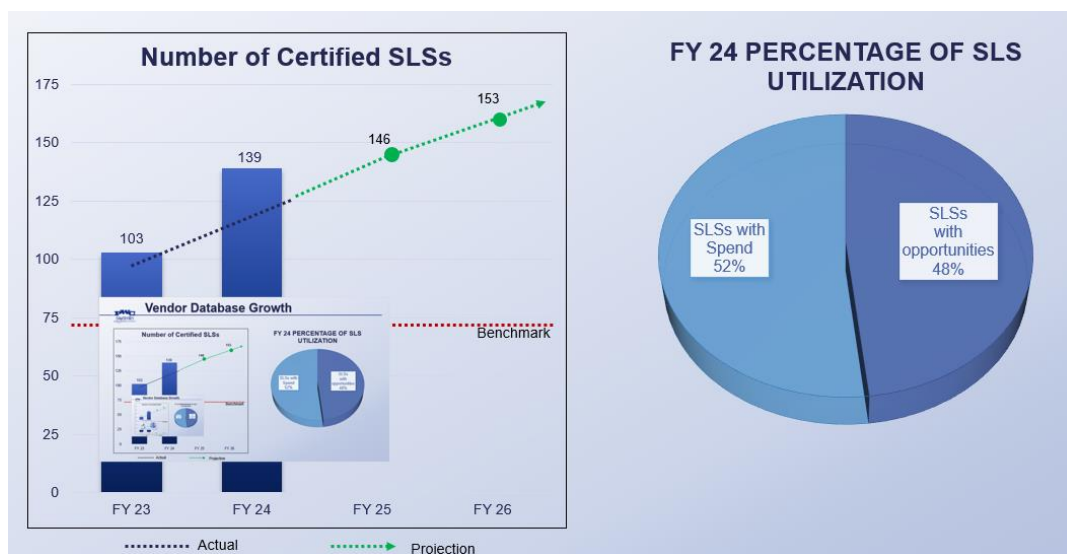
FY24 Target Goal to Identify 30 Opportunities less than \$30K

- ▶ 74 Opportunities were identified
- ▶ 61 SLS were matched to the opportunities

- 82% SLS match exceeding FY24 target of 75%



## Vendor Database Growth



Based on the efforts mentioned in the previous slides, our program is growing. In FY 23 we had 103 SLSs to self-certify during our pilot year surpassing our benchmark of 75. As of today, that number has increased to 139. Over half of these SLSs are being utilized in FY24. This means PWC has spent money with them. And 48% of our SLSs have been contacted for opportunities within their industry.

### \*FY23 Procurement Spend

SLS Spend	\$11,858,316
Local Spend	\$19,375,883
<b>Total Spend</b>	<b>\$258,679,818</b>

\*July 2022 – July 2023

### \*FY24 Procurement Spend

SLS Spend	\$11,655,309
Local Spend	\$19,854,291
<b>Total Spend</b>	<b>\$295,805,368</b>

\*July 2023 – May 2024



SLS Utilization Spend

Ms. Bohannon stated, FY23 was our pilot year for the SLS program. It was a successful year with a total of SLS Procurement spend at \$11.8M reaching a 4.5% of the total Procurement spend. FY24 current Procurement spend that is reported here is from July 2023 through May 2024.

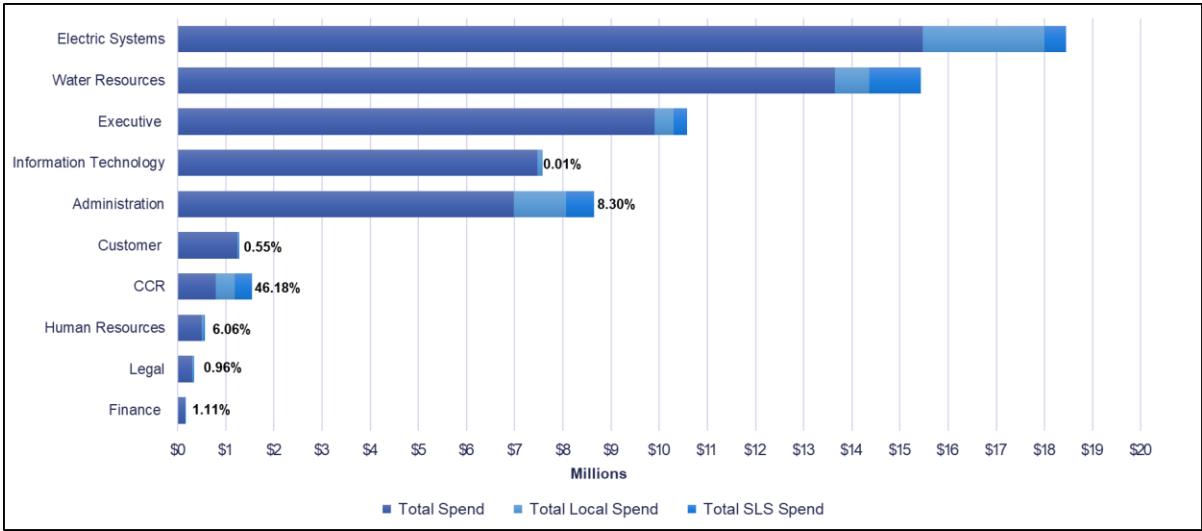
As you can see current total and local Procurement spend is trending slightly higher than FY23, You will notice a slight dip in SLS Spend from FY23 to FY24, however, FY23 spend report is not a full year, and FY23's is. With the current purchase order spend, we are trending at a 0.8% SLS Spend growth from FY23 to FY24. It is important to note, this spends does not include procurement card transactions, this incorporation is part of our future goals.

FY24 % of Spend by Products



Economic Inclusion tracks the percentage of spend by each industry. The chart above tracks FY24's spend by each industry. Construction is still our leading industry of procurements; however, it is important to note many of the trades such as roofing, concrete repairs, flooring, painting, and carpentry are classified in the construction industry and will typically have higher percentage of spend. The program staff continuously provides internal stakeholder trainings and communication to ensure each procurement is properly coded.

FY24 Spend by PWC Divisions



July 23 – May 24

The slide below is specific to the MWDBE program and the awarded contract dollars.

FY 24 Awarded Contract Dollars		% of Prime Award
Prime Awarded	\$113,113,170	
Minority, Women, Disadvantaged Business Enterprises (MWDBE) as the Prime Awarded	\$1,558,250	1.38%
Minority, Women, Disadvantaged Business Enterprises (MWDBE) with MWDBE Subcontract Awards	\$986,188	0.87%
Small Local Supplier (SLS) with SLS Subcontract Awards	\$2,638,006	2.33%

### Economic Inclusion (EI) Program Highlights

#### • FY 23 Spotlight – Janitorial Services for PWC's Operations Complex



**H3 Solutions**  
Certified SLS  
Certified NC MBE Firm



Certified SLS  
Certified NC MBE Firm

#### • FY24 Spotlight – Fayetteville PWC Walking Trail: Phase 1



**Wellco  
Contractors, Inc.**  
Certified SLS



Certified SLS



Certified SLS  
Certified NC MBE Firm

For our FY23 Spotlight - PWC's Janitorial Contract for the Operations complex was awarded to H3 Cleaning Solutions in FY23. H3 is a certified NC MBE firm and is certified as an SLS. In turn, H3 Cleaning Solutions purchases its materials and supplies from a certified SLS and certified NC WBE firm – A-1 supply. A-1 Supply has been offering janitorial, environmental, and industrial supplies for almost 30 years. This is a success story as H3 was able to learn about this opportunity through our First Annual Industry Day event.

For our FY24 Spotlight - Wellco Contractors from Spring Lake. They were awarded the Fayetteville PWC Walking Trail – Phase 1 project. In turn, they have utilized 2 certified SLS as subcontractors to complete this project. Fayetteville Landscaping & Lawn has been utilized for landscaping needs, and Hall's Tree Service who is also a Certified MBE firm is being used for tree removal services. 100% of this contract has been to Small Local Suppliers.

### Future Goals

- ▶ Incorporate Procurement Card Spend
- ▶ Re-evaluate the SLS Program's Benchmarks for Vendor Growth
- ▶ Set an Aspirational Spend Goal for the SLS Program
- ▶ Complete the MWDBE Procurement Spend Dashboard and Begin Reporting Quarterly to the PWC Officers
- ▶ Increase MWDBE Participation in Advertised Procurement Opportunities
- ▶ Begin Reporting MWDBE Actual Contract Spend

Staff responded to questions and comments from Commission, and additional discussion ensued.

*REMOVED FROM AGENDA*

~~V. ANNEXATION PHASE V UPDATE~~

~~Presented by: Mick Noland, Chief Operations Officer, Water Resources  
Misty Manning, Water Resources Engineering Manager~~

V. GENERAL MANAGER REPORT

Safety

Mr. Bryant stated overall, PWC continues to work safely. The summer heat and vacation season has created some opportunities.

People

For the second year in a row, PWC supported the APPA's Light Up Navajo Mutual Aid Project. An outstanding project bringing electricity to homes of the Navajo Nation. There are 13,000+ families there who have never had electricity. We sent twelve line workers for a two-week assignment for this mutual aid project. We will formally recognize these team members at a future date.

Personnel

Ms. Susan Fritzen, our Chief Administrative Officer announced her retirement a few weeks ago, with her last day in the office being yesterday. Mr. Bryant stated because of her retirement he has reallocated the following departments. He is not backfilling her role.

- Supply Chain now reports to the CFO
- Business Services reports to the Chief Information Officer
- Facilities and Fleet report to the General Counsel.

Mr. Bryant stated he believes these departmental moves better align PWC for ongoing exceptional service to our customers as well as provide leadership opportunities for those department leaders and their teams as well as the officers who will be leading them.

Community Engagement

The Key Accounts team took the opportunity to engage the key account customers to emphasize and highlight PWC's commitment to Fayetteville and the Cumberland County area. This gathering which was held at Gates Four Golf and Country Club, truly served as an opportunity to build, and strengthen relationships between our key account customers and staff members to ensure ongoing mutual support and growth.

Running the Business

Nothing significant to bring up in this session.

VI. COMMISSIONER/LIAISON COMMENTS

**Council Member Derrick Thompson**

Council Member Thompson stated it seems like whenever he leaves here he leaves with a smile on his face. You never know what is going on behind the scenes. He commented, we cannot keep doing business the same way. We have contractors who have been the same contractors for years, and we do not divvy up that money and let the other small businesses benefit from it. He is glad that PWC has reached out and done the same thing the City is doing. The direction PWC has gone with the new CEO, the influence the commissioners have as far as setting the standard and the staff, he believes PWC is doing a great job.

**Assistant County Manager Sally Shutt**

Assistant County Manager Shutt thanked PWC for the partnership both organizations have. The County Purchasing Department has participated in those events. She reminded everyone that the temperatures will be 100 degrees and above this week and they have cooling stations open.

**Commissioner Richard King**

No Comments

**Commissioner Christopher Davis**

No Comments

**Commissioner Ronna Rowe Garrett**

Commissioner Garrett stated Independence Day is coming up which is an indicator of the history of our country. We always take time for family, be safe with the temperatures and have a great Independence Day.

**Commissioner Donald Porter**

No comments

**VII. REPORTS AND INFORMATION**

The Commission acknowledges receipt of the following reports and information.

- A. Utility Payments by Payment Type – May 2024
- B. Career Opportunities

**VIII. CLOSED SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTES 143.318.11(A)(6) FOR PERSONNEL MATTERS**

Commissioner Ronna Rowe Garrett motioned to enter closed session for Personnel Matters pursuant to North Carolina General Statutes 143-318.11(A)(6). Motion was seconded by Commissioner Christopher Davis and unanimously approved at 9:09 am.

There being no further discussion, upon motion by Commissioner Ronna Rowe Garrett, seconded by Commissioner Christopher Davis, the Commission returned to open session by unanimous consent at 9:37 am.

IX. Due to an emergency the Commission delayed the Legal Closed Session for a future meeting.

X. ADJOURNMENT

There being no further discussion, upon motion by Commissioner Ronna Rowe Garrett, seconded by Commissioner Christopher Davis, and unanimously approved, the Commission adjourned at 9:43 am.