

MINUTES OF MEETING
of
BOARD OF LIGHT, GAS AND WATER COMMISSIONERS
CITY OF MEMPHIS
held
October 6, 2005

A regular meeting of the Board of Light, Gas and Water Commissioners, City of Memphis, was held in the Board room of the Administration Building, 220 South Main Street, Thursday, October 6, 2005 at 1:30 p.m. The following were in attendance: Rick Masson, Chairman; V. Lynn Evans, Vice Chairman; James L. Russell, Commissioner; Nick Clark, Commissioner; William L. Taylor, Commissioner; Joseph Lee, III, President and CEO; John McCullough, Vice President, CFO and Secretary-Treasurer; Odell Horton, Jr., Vice President and General Counsel; Diana Veazey, Vice President, Construction and Maintenance; Alonzo Weaver, Vice President, Customer Operations; and Marcia Mason; Interim Vice President, Human Resources. Councilman Joe Brown attended a portion of the meeting.

Vice Chairman Evans moved that after personally reading and reviewing the typed minutes of the Memphis Light, Gas and Water Board meeting held September 15, 2005, that they be recorded as the official record, seconded by Commissioner Russell and unanimously carried.

The Secretary-Treasurer acknowledged receipt of certified copies of City Council Resolutions dated September 20, 2005, Item Nos. 8 through 12, 14 and 15, approving items approved by the MLGW Board at meeting held September 1, 2005 (see Minute File No. 1273); and Item No. 28, approving purchase of easement from Bryan Shelby Farms, L.P. for the sum of \$120,184, approved by the MLGW Board at meeting held July 21, 2005 (see Minute File No. 1271.)

Commissioner Clark moved to appoint Mr. Derek Renfro, Attorney, to the Board of Memphis Networx, seconded by Commissioner Russell and unanimously carried.

Mr. Jeff Sanford, 114 N. Main, expressed his appreciation to the Board and MLGW staff regarding Condominium classification.

A discussion was held by the Board, J. D. Cox, Dana Jeanes, Jozelle Booker, Byron Tate, Bill Hawkins, Charlotte Griffin and Joseph Lee, III, regarding Item No. 5. (Complete discussion is on tape in Minute File No. 1274.)

1. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of Contract No. 11049, Fire Protection Sprinkler System Installation, to River City Sprinklers, Inc. in the funded amount of \$63,438.

The project scope is to install a fire protection sprinkler system in the Pump Building at Sheahan Pumping Station located at 3941 Grandview Avenue.

Two bids were opened on September 7, 2005, with the lowest and best bid being submitted by River City Sprinklers, Inc.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of Contract No. 11049 to River City Sprinklers, Inc. in the funded amount of \$63,438 as outlined in the foregoing preamble is approved; and further,

THAT, The President or his designated representative is authorized to execute the contract.

2. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of Contract No. 11050, Tape Reporting Tool, to TeraCloud Corporation in the funded amount of \$48,814.92.

The project scope is to purchase a three-year subscription option for the TapeFinder software product. The software will be used by Information Services to track and provide reports that will be used to maintain the mainframe tapes.

Proposals were received on August 12, 2005, with the best of two proposals being from TeraCloud Corporation.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of Contract No. 11050 to TeraCloud Corporation in the funded amount of \$48,814.92 as outlined in the foregoing preamble is approved; and further,

THAT, The President or his designated representative is authorized to execute the contract.

3. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of Contract No. 11053, Armored Car Services, to Dunbar Armored, Inc. in the funded amount of \$46,748.40.

The project scope is to provide daily armored car services to call for and receive shipments containing currency, coins, checks, securities and other valuables from various MLGW locations.

Two bids were opened on August 10, 2005, with the best bid being submitted by Dunbar Armored, Inc.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of Contract No. 11053 with Dunbar Armored, Inc. in the funded amount of \$46,748.40 as outlined in the foregoing preamble is approved; and further,

THAT, The President or his designated representative is authorized to execute the contract.

4. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of Contract No. 11056, MLGW Electric Gas and Telecom Vulnerability Assessment, to ABSG Consulting, Inc. in the funded amount of \$138,000.

The project scope is to perform a Security Vulnerability Assessment (SVA) of MLGW's critical infrastructure sites for malevolent acts that may cause damage or disruption to the system(s) within Memphis and Shelby County, Tennessee.

Proposals were received on June 24, 2005, with the best of two proposals being from ABSG Consulting, Inc.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of Contract No. 11056 to ABSG Consulting, Inc. in the funded amount of \$138,000 as outlined in the foregoing preamble is approved; and further,

THAT, The President or his designated representative is authorized to execute the contract.

5. By unanimous consent, Item No. 5, award of Contract No. 11062 to A & L Underground, Inc. in the funded amount of \$8,678,497.81, was deleted from the agenda.

6. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners rejection of bids received up to 4:00 p.m., Tuesday, September 6, 2005, and publicly opened and read on Wednesday, September 7, 2005, at 2:00 p.m. for Contract No. 11064, Painting of Arlington LNG Tank.

The bids are being rejected by Gas Operations because the lowest bid is in excess of funds in the approved project budget. Staff will budget for this project in the 2007 Budget.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, All bids received for Contract No. 11064, Painting of Arlington LNG Plant, are rejected.

7. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners approval of Expedited Procurement Request for Change No. 7 to Contract No. 10562, Installation of PBX/ACD System, with Converged Solutions Group, LLC (CSG) in the funded amount of \$205,059.

The project scope has changed to allow CSG to provide 24/7 support to the three call center applications for the period August 1, 2005 to August 1, 2008. The one-year warranty period as called for in the settlement agreement has been satisfied and MLGW now requires maintenance for the IVR, API, ProCenter, Screen Pop software applications used by the Customer Care Center, the Commercial Resource Center and Service Dispatch. Payments for the covered period will be \$48,351 for 2005; \$52,236 for 2006; \$52,236 for 2007; and \$52,236 for 2008. The new contract amount is \$1,574,603.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, Change No. 7 to Contract No. 10562 with Converged Solutions Group, LLC in the funded amount of \$205,059 as outlined in the foregoing preamble is approved; and further,

THAT, The President or his designated representative is authorized to execute the change.

8. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners approval of Change No. 3 to Contract No. 10563, Legal Services, with Memphis Legal Personnel Services, Inc. with no increase in the existing funded amount.

This extends the term from September 1, 2005 to September 1, 2006 to allow Memphis Legal Personnel Services, Inc. to provide a temporary paralegal due to heavy workload in Legal. The person will assist Legal until a permanent employee can be hired. The existing contract amount is \$114,999.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Change No. 3 to Contract No. 10563 with Memphis Legal Personnel Services, Inc. as outlined in the foregoing preamble is approved; and further,

THAT, The President or his designated representative is authorized to execute the change.

9. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners approval of Change No. 3 to Contract No. 10871, HMO Benefit Group Agreement, with Aetna U. S. Healthcare, Inc. in an estimated funded amount of \$911,382, to be funded by the MLGW Medical Benefit Fund.

The new contract amount is \$5,001,385. This renews the contract for the third term, January 1, 2006 to December 31, 2006, and reflects a decrease of 5.1% in the medical rates and a 7.4% increase in dental rates.

The rate schedule is as follows:

	<u>MEDICAL</u>	<u>DENTAL</u>
Employee	\$ 410.73	\$ 24.30
Employee + Spouse	835.71	34.71
Employee + Children	793.24	45.14
Employee + Family	1,274.83	63.38

It was moved by Vice Chairman Evans, seconded by Commissioner Taylor and carried, with Commissioner Clark abstaining:

THAT, Subject to the consent and approval of the Council of the City of Memphis, Change No. 3 to Contract No. 10871 with Aetna U. S. Healthcare, Inc. in an estimated funded amount of \$911,382 is approved; and further,

THAT, The President or his designated representative is authorized to execute the change.

10. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners approval of Change No. 2 to Contract No. 10897, Medical Benefit Provider, with CIGNA Healthcare, Inc. in an estimated funded amount of \$4,183,054, to be funded by the MLGW Medical Benefit Fund.

The new contract amount is \$18,962,100. This renews the contract for the tenth term, January 1, 2006 through December 31, 2006, and reflects a 3.2% rate increase.

The rate increase is as follows:

Employee	\$ 357.91
Employee + Spouse	776.66
Employee + Children	590.57
Employee + Family	1,001.86

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, Change No. 2 to Contract No. 10897 with CIGNA Healthcare, Inc. in an estimated funded amount of \$4,183,054 is approved; and further,

THAT, The President or his designated representative is authorized to execute the change.

11. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners approval of Change No. 6 to Contract No. 10919, Business Operations Center Telecommunications System, with Converged Solutions Group, LLC (CSG) in the funded amount of \$91,434.

The project scope has changed to allow CSG to provide and install IPDA remote shelves to connect to MLGW existing Siemens 4000 telephone switch. This purchase will allow the MLGW Community Offices to have the same level of communication features that exist at the other MLGW facilities. The new contract amount is \$684,524.56.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, Change No. 6 to Contract No. 10919 with Converged Solutions Group, LLC in the funded amount of \$91,434 as outlined in the foregoing preamble is approved; and further,

THAT, The President or his designated representative is authorized to execute the change.

12. The Division now has on hand for disposal approximately 110 units of used vehicles and equipment that are no longer required for use by MLGW, having been either recently replaced with new equipment or dead-lined without replacement at this time, including such items as: sedans, pickup trucks, vans, trailers and various items of construction equipment.

Authority to dispose of this equipment at public auction to be held November 12, 2005, is requested.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, The Supervisor, Purchasing is authorized and instructed to proceed with disposal of the used vehicles and equipment referred to in the above preamble, by public auction to be conducted by the Division's personnel, but with the assistance of two professional auctioneers from Tennessee Valley Authority with payment made for approximately 34 hours at \$60 per hour and expenses only, said auction to be held at 10:00 a.m., Saturday, November 12, 2005, unless something unforeseen, such as extremely inclement weather, should necessitate changing this date, with full listing of equipment sold and amount received to be placed on file in Management Accounting.

13. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners approval of contract for furnishing Security CCTV equipment to upgrade and replace existing security CCTV equipment which is outdated and insufficient for current security concerns. This equipment is to be used for the security and protection of MLGW Service Centers, Community Offices, Administration Building and Main Gate Stations.

Bids were opened on August 17, 2005, with the lowest and best complying bidder of four bidders being Anixter, Inc. in the amount of \$295,187.10, approximately.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of contract to Anixter, Inc. is approved for furnishing:

Security CCTV upgrade equipment to be furnished in accordance with MLGW requirements

totaling \$295,187.10, approximately, f.o.b. Memphis, Tennessee, transportation prepaid; said price being firm; delivery within 10 days.

14. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners approval of 16-month blanket contract for furnishing utility bill mailing and return envelopes to be used to charge rate payers for electric, gas and water usage on a monthly basis.

Bids were opened on August 24, 2005. Although no bids were received which completely met all requirements, the lowest and best complying bidder of four bidders was Top Flight, Inc.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of contract to Top Flight, Inc. is approved for furnishing:

9,000,000 – Utility bill mailing envelopes with PMS 287 blue ink only to be furnished in accordance with MLGW Specifications dated April 11, 2005, at \$12.86 per thousand, with additional cost, if required for two color inks, at \$0.09 per thousand; three color inks, at \$0.30 per thousand; and four color inks, at \$5.47 per thousand

9,000,000 – Utility bill return envelopes with PMS 287 blue ink only, to be furnished in accordance with MLGW Specifications dated April 11, 2005, at \$11.17 per thousand

totaling \$216,270, approximately, f.o.b. Memphis, Tennessee, transportation prepaid; said prices being firm; delivery as required,

15. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of contract for wedge-tap connectors which replenishes inventory material for distribution and/or contract crews to install and/or maintain the electric system. Order quantities are based upon previous usage records and projected projects that will be scheduled during the next 36 months. During the length of these contracts, quantities will be driven based on actual need for wedge-tap connectors.

Bids were opened on August 24, 2005, with the lowest and best complying bidder of five bidders being Tennessee Valley Electric Supply Company.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of contract to Tennessee Valley Electric Supply Company is approved for furnishing:

36-month system contract for maintaining specified stocks of wedge-tap connectors to be furnished as released by MLGW with any additional requirements to be added at mutually agreed upon prices during the period this contract. A copy of all unit prices to be placed on file in General Accounting

the total award amounts to \$528,576.54, approximately, f.o.b. Memphis, Tennessee, transportation prepaid; said price being firm for the life of the contract; delivery as released and required by MLGW and as agreed to in bid proposal documents.

16. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of contract for furnishing a tape library.

Bids were received on September 19, 2005. Although multiple bids were solicited, only one was received, that being from Venture Technologies.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of contract to Venture Technologies is approved for furnishing:

ADIC Scalar 100 tape library to be furnished in accordance with MLGW specifications. This equipment will be utilized to replace equipment that no longer has sufficient capacity to maintain the corporate off-site tape backups. This is a critical piece of MLGW's disaster recovery and business continuity plan

totaling \$45,637; f.o.b. Memphis, Tennessee, transportation prepaid; said price being firm; delivery in 14 days.

17. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of contract for furnishing one Model No. 5 10M roots prover; one Model No. 5 2M/10M roots prover; and two laptop computers made in accordance with MLGW specifications. The provers perform accuracy tests (test

meters 80% and 20% capacity) on industrial meters in the field and shop. The test results propose what adjustments need to be made, if any, to the gas meters.

A bid was opened on September 19, 2005 from Dresser Roots Meters & Instruments. This is a single-source item through Dresser Roots Meters & Instruments.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of contract to Dresser Roots Meters & Instruments is approved for furnishing:

1 – Model No. 5 10M roots prover, at \$17,885.50

1 – Model No. 5 2M/10M roots prover, at \$19,565.50

2 – Laptop computers made in accordance with MLGW specifications at \$2,385 each

totaling \$42,221; f.o.b. Memphis, Tennessee, transportation prepaid; said price being firm; delivery in four to six weeks, ARO.

18. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of contract for a two-ton gantry crane hoist system which will be used by employees of Central Shops to repair tractor-mounted pavement breakers, dirt compactors, load and unload equipment and repair hydraulic cylinders for the Division.

Bids were received on September 15, 2005, with the lowest and best complying bidder of three bidders being Tennessee Sling Center, Inc.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of contract to Tennessee Sling Center, Inc. is approved for furnishing:

1 – Two-ton gantry crane hoist system, in accordance with MLGW specifications

totaling \$28,698.20; f.o.b. Memphis, Tennessee, transportation prepaid; said price being firm; delivery in four to six weeks.

19. The Manager, Procurement and Contracts recommended to the Board of Light, Gas and Water Commissioners award of contract for furnishing calcium hypochlorite table chlorination system to convert MLGW's last remaining water plant from chlorine gas which could pose a serious threat to MLGW employees and the immediate community in the event of a leak.

A bid was received on September 28, 2005 from Brenntag Mid-South in the amount of \$25,875.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Subject to the consent and approval of the Council of the City of Memphis, award of contract to Brenntag Mid-South is approved for furnishing:

2 – PPG PowerPro Model No. 3075FM Pressure Accu-Tab Calcium Hypochlorite Tablet Chlorination Systems, furnished in full accordance with MLGW specifications dated August 31, 2005, at \$12,937.50 each

totaling \$25,875, f.o.b. Memphis, Tennessee, transportation prepaid; said price being firm; delivery in six weeks.

20. The Manager, Hickory Hill Service Center submitted for consideration of the Board an amendment to the Revenue Allowance Schedule. This amendment will incorporate an additional category for Condominiums as shown on the attached 2005 Revenue Allowance Amendments, and will reflect the revenue allowance due Condominiums. (See Minute File No. 1274.)

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Effective immediately, the amendment to the Revenue Allowance Schedule as outlined in the foregoing preamble is approved, and retroactive to July 1, 2005.

21. The Manager, Hickory Hill Service Center submitted for consideration of the Board the following amendments to the language of the 2005 Incentive Policies for Housing and Economic Development as shown in the attached document: (See Minute File No. 1274.)

4) Affordable Housing – Individual Homes “Waiver of Connect Fees” Policy

5) Infill – Individual Homes “Waiver of Connect Fees” Policy

These amendments will clarify the intent and application of the above referenced policies.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Effective immediately, amendments to the language of the 2005 Incentive Policies for Housing and Economic Development as outlined in the foregoing preamble are approved.

22. The Secretary-Treasurer advised the Board that the resolution approved by the Board July 7, 2005, listing those persons authorized to sign and/or countersign Division and Pension System checks should be amended.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Amendment No. 2 be approved as follows:

By **deleting** J. Maxwell Williams from the list of personnel authorized to **sign or countersign** MLGW Common Account checks (First TN- MLGW Common Account No. 00-0090239) and Customer Deposit checks (First TN – MLGW Customer Deposit Account No. 00-0090352).

By **adding** Odell Horton, Jr. to the list of personnel authorized to **sign or countersign** MLGW Common Account checks (First TN – MLGW Common Account No. 00-0090239) and Customer Deposit checks (First TN – MLGW Customer Deposit Account No. 00-0090352).

By **adding** Valerie Fitzgerald and Nancy Miller to the list of personnel authorized to **sign** Freight Account checks (Tri-State – MLGW Freight Account No. 00-0900028).

23. Memphis Light, Gas and Water Division, not unlike the City of Memphis and Shelby County Government, has assessed its current and projected economic condition. Over the past several years, growth in the number of customers, along with corresponding sales and revenue, has basically flattened. This trend is projected to continue over the foreseeable future. However, MLGW’s costs of operation have continued to rise substantially. In addition, wholesale electric and gas costs, which ultimately comprise approximately 80% of the retail customers’ bill, also continue to rise, putting additional cost pressures on our customers. These findings were further validated by a recent comparative study conducted by a nationally-recognized third-party firm.

While some future rate increases cannot be totally avoided, the Board of Commissioners has directed the administration of MLGW to undertake responsive actions to this new economic reality to mitigate the impact to our customers. Such actions are to include the development and implementation of a multi-year strategy to address revenue and expense concerns. The plan should address such issues as workforce and labor strategy, benefits and overhead costs, asset and technology usage, and other substantive areas relative to cost reduction and/or revenue enhancement.

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, The Board of Light, Gas and Water Commissioners hereby directs the MLGW administration to develop and implement a multi-year strategy to address revenue and expense concerns, as described herein.

24. WHEREAS by Charter, since 1939 the Memphis Light, Gas and Water Division (“MLGW”), acting through its Board of Commissioners (the “Board”), has exercised “jurisdiction, control, and management” of the utility systems of the City of Memphis which also serve all of Shelby County; and

WHEREAS, the annual revenues of MLGW have grown from approximately \$6 million in 1939 to approximately \$1.3 billion in 2004; and

WHEREAS, the Board has set a variety of policies and procedures over the years in accordance with the needs, issues and facts for those time periods; and

WHEREAS, the Board is conducting a review of its organization, policies, and procedures in order to effectively meet the current economic and operating needs of the customers in its service area; and

WHEREAS, the Board has determined that its prior policies, practices and procedures in certain budgeting and personnel matters need to be clarified and revised so as to require Board approval of:

1. The salary ranges for all non-Union budgeted positions;
2. All unbudgeted positions;
3. All positions proposed to be filled in excess of approved salary ranges;

4. All personnel policies and all operating policies having fiscal impact outside the Memorandum of Understanding;
5. The Memorandum of Understanding between MLGW and Local 1288 of the International Brotherhood of Electrical Workers (IBEW).

IT WAS THEREFORE moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, the Board shall approve in advance of their implementation the following:

1. The salary ranges for all non-Union positions listed in the Annual Operating Budget;
2. All positions not included in the Operating Budget;
3. All positions that are proposed to be filled in excess of approved salary ranges;
4. All personnel policies and all operating policies having fiscal impact outside the Memorandum of Understanding;
5. The Memorandum of Understanding between MLGW and Local 1288 of the International Brotherhood of Electrical Workers (IBEW); and

THAT, The terms of this Resolution shall supercede and govern any other policies, procedures and practices that may be in conflict; and

THAT, The Board shall continue to review and revise those other policies, procedures and delegated authorities of MLGW as it deems necessary.

25. The Manager, Electric Engineering submitted for consideration of the Board partial release of the following utility easement:

PORTION of 5-ft.-wide utility easement as recorded under Instrument No. FK-0840 in the Register's Office of Shelby County, Tennessee, across Lots 42 and 43, River Oaks, Eighth Addition, P.D., to David A. Gubin and wife Shari M. Gubin, or their successors in title for the sum of \$1.00.

Property is located on the west side of Cloister Green Cove, approximately 197 ft. northwardly from the centerline of Humphreys Farm Cove, as measured along the center line of Cloister Green Cove (Project No. 877.)

It was moved by Commissioner Clark, seconded by Vice Chairman Evans and unanimously carried:

THAT, Release of easement across the above described property is approved; and further,

THAT, The Board of Light, Gas and Water Commissioners recommends to the Mayor of the City of Memphis appropriate release deed be executed

releasing said easement to the current property owners for a consideration of \$1.00.

26. Commissioner Clark requested a report similar to the PFM report showing how other utilities in peer cities address high utility bills of low-income home owners.

There being no further business presented, the meeting was adjourned.

SEE MINUTE FILE NO. 1274.

Secretary-Treasurer