



**AGENDA FOR A REGULAR BOARD OF DIRECTORS' MEETING  
SCHEDULED WEDNESDAY, January 10, 2024  
at 11:30 a.m. – BWWB TRAINING ROOM**

Members of the public may listen to the meeting by calling  
(888) 398-2342 Access Code: 5608731 [Public – Listening Only].

**REVISED**

CALL TO ORDER AND INVOCATION

ROLL CALL

1. Request Board **to elect** Officers of the Corporation for calendar year 2024:
  - 1.1 Chairman or Chairwoman
  - 1.2 Vice Chairman or Vice-Chairwoman
  - 1.3 Second-Vice Chairman or Second-Vice-Chairwoman
  - 1.4 Secretary-Treasurer
  - 1.5 Assistant Secretary-Treasurer

APPROVAL OF AGENDA

APPROVAL OF MINUTES

2. Request Board **to approve** minutes of the following:
  - 2.1 Regular Board of Directors' Meeting held October 11, 2023
  - 2.2 Regular Board of Directors' Meeting held October 25, 2023
  - 2.3 Regular Board of Directors' Meeting held November 6, 2023

REPORTS OF COMMITTEES

- An Engineering and Maintenance Committee Meeting – Wednesday, January 10, 2024, immediately after Board Meeting.
- A Regular Board of Directors' Meeting – Wednesday, January 24, 2024, at 11:30 a.m.

REPORTS OF OFFICERS

- A. Chair
- B. Members
- C. General Manager/Assistant General Manager(s)

UNFINISHED BUSINESS

- NONE

SPEAKERS

NEW BUSINESS

3. Request Board **to adopt** a resolution expressing its condolences in the death of employee

Audra Taylor, Collections Specialist II – Customer Support Services Department, who passed away on January 1, 2024. Ms. Taylor was employed 12 years and 4 months at Birmingham Water Works.

4. Request Board **to adopt** a resolution authorizing surviving monthly retirement benefits from the Board's Retirement Trust Fund in accordance with the terms of the pension plan and as stated on the attached memo, effective January 1, 2024, for Ms. Verna S. MacQueen, the surviving spouse of John B. MacQueen, who passed away on December 24, 2023. Ms. MacQueen will start receiving a monthly retirement benefit February 1, 2024, with a one-time retro payment for the month of January 1, 2024.
5. Request Board **to adopt** resolutions authorizing monthly retirement benefits from the Board's Retirement Trust Fund, as stated on the respective retirement calculations; effective February 1, 2024; and commending the following employees for their years of service:
  - 5.1 John H. Jackson, Construction District Supervisor - Distribution Department for his 33 years and 10 months of service.
  - 5.2 Reis Logan, Interim Purchasing Manager - Purchasing Department for his 32 years of service.
  - 5.3 Rhonda Lewis, Training, OD, Safety & Risk Management Assistant Manager - Human Resources Department for her 31 years and 8 months of service.
6. Request Board **to adopt** a resolution approving the Board of Directors who are compliant to the Board of Directors' Pledge and the General Manager to travel to and from various cities to attend conferences/annual meetings, or to register for virtual conferences/meetings for calendar year 2024, as outlined in the resolution attached hereto, to pay any advances necessary and to reimburse all appropriate expenses incurred in connection with the respective conferences/annual meetings, as required by the company's Travel Expense Reimbursement Policy.
7. Request Board **to approve** payment of invoices to the following:
  - 7.1 Hilliard, Smith, & Hunt, LLC for professional services rendered December 2023 in the amount of \$6,290.32.
  - 7.2 Terminus Municipal Advisors, LLC for professional services rendered December 2023 in the amount of \$8,500.00.
  - 7.3 The Jones Group, LLC as follows:
    - 7.3.1 For professional services rendered December 2023 in the amount of \$3,225.80.
    - 7.3.2 For professional services rendered November 2023 in the amount of \$10,000.00.
  - 7.4 CBG Strategies, LLC for professional services rendered December 2023 in the amount of \$15,000.00.
  - 7.5 Agee Law, LLC for professional services rendered December 2023 in the amount of \$18,030.00.
  - 7.6 O2 Ideas, Inc. as follows:

7.6.1 For professional services rendered December 2023 in the amount of \$10,000.00.

7.6.2 For professional services rendered November 2023 in the amount of \$10,000.00.

7.7 Arcadis U.S., Inc. for professional services rendered October 2023 in the amount of \$264,463.63.

8. Request Board **to exercise its bid option** to extend a one-year agreement with American Ductile Iron Pipe, Co., **the sole bidder**, for estimated annual quantities of Pipe, at an estimated out-of-pocket cost to the Board of \$8,872,109.15, effective January 1, 2024, through December 31, 2024; and **to authorize** the General Manager and/or the Assistant General Manager to execute the agreement, as recommended by the Engineering and Maintenance Committee. [Note: Vendor is a direct manufacturer. Historically Underutilized Business (HUB)'s participation is 0%.]

NO OF BIDS: 1

MINORITY VENDOR BID: No✓ or Yes

NEW VENDOR: No✓ or Yes

9. Request Board **to approve** an expenditure with Systems, Applications and Products (SAP) for Annual License & Maintenance renewal of BWW's Enterprise Resource Planning (ERP) system, covering a one-year period, effective January 1, 2023, through December 31, 2023, at an out of-pocket cost to the Board of \$298,670.90; and **to authorize** the General Manager and/or the Assistant General Manager to execute the necessary documents.
10. Request Board **to approve** an amendment to Arcadis U.S., Inc.'s scope of services to provide Construction Management services for the Shades Mountain Filter Plant Filter Improvements Project, at an estimated out-of-pocket cost to the Board of \$133,098.81; and **to authorize** the General Manager and/or the Assistant General Manager to execute the necessary documents. [Note: Historically Underutilized Business (HUB)'s participation is 0%.]

ADJOURNMENT