



**AGENDA FOR A REGULAR BOARD OF DIRECTORS' MEETING
SCHEDULED WEDNESDAY, May 8, 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]

CALL TO ORDER AND INVOCATION

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Request Board **to approve** minutes of the Regular Board of Directors' Meeting held March 6, 2024.

REPORTS OF COMMITTEES

- Engineering and Maintenance Committee Meeting – Wednesday, May 8, 2024, 12:30 p.m.; or immediately following the Regular Board of Directors' Meeting
- Communications Committee Meeting – Tuesday, May 14, 2024, 1:00 p.m.
- Finance Committee Meeting – Wednesday, May 22, 2024, 10:00 a.m.
- Regular Board of Directors' Meeting – Wednesday, May 22, 2024, 11:30 a.m.

REPORTS OF OFFICERS

- A. Chair
- B. Directors
- C. General Manager/Assistant General Managers

UNFINISHED BUSINESS

- None

SPEAKERS

NEW BUSINESS

2. Request Board **to approve** payments of invoices to the following:
 - 2.1 R. G. Harmon Billing & Collections, for services rendered March 20 – April 5, 2024, in the amount of \$3,075.00.
 - 2.2 Darryl R. Jones, for professional services rendered March and April 2024, in the amount of \$7,250.00.
 - 2.3 Fine Geddie & Associates, for professional services rendered April 2024, in the amount of \$15,000.00.
 - 2.4 O2 Ideas, Inc., for professional services rendered March 2024, in the amount of \$17,900.00.

- 2.5 CBG Strategies, LLC, for professional services rendered March 2024, in the amount of \$25,350.00.
- 2.6 ARCADIS U.S., Inc., as follows:
 - 2.6.1 For professional services rendered January 2024, in the amount of \$354,347.68.
 - 2.6.2 For professional services rendered February 2024, in the amount of \$482,286.63.
3. Request Board **to approve** the following items; and **to authorize** the General Manager and/or Assistant General Manager to execute applicable documentation, as recommended by the Human Resources Committee:
 - 3.1 An amended Grade I and Grade IV Certification Incentive Plan.
 - 3.2 A one-year agreement with Excelsior Staffing, effective June 1, 2024, through May 31, 2025, to provide recruiting services to assist with staffing positions as needed.
 - 3.3 Changes to Section 5.2 (Corrective Action, Progressive Discipline and Appeals) and Section 5.8 (Performance Appraisal) in the Employee Handbook and make corresponding changes in Section 5020 (Corrective Action, Progressive Discipline and Appeals) and Section 5080 (Performance Appraisal) in the HR Management Guide.
4. Request Board **to approve** the following items; and **to authorize** the General Manager and/or Assistant General Manager to execute applicable documentation, as recommended by the Executive Committee.
 - 4.1 An agreement with Davis Direct, for Printing and Mailing of the 2024 Consumer Confidence Reports (CCR), at an out-of-pocket cost to the Board of \$80,766.74. [NOTE: This agreement is awarded from the State of Alabama's Bid List, Contract MA 21000000087-999.]
 - 4.2 An agreement with Raftelis, to determine the value of the portion of the system that serves Moody, a financial impact analysis on BWWB if the system is sold, a financial impact analysis on Moody if the system is acquired, and the cost for generating meter reads for Moody's sewer customers served by BWWB, at an estimated out-of-pocket cost of \$81,720.00.
 - 4.3 The addition of a Superintendent, Small Business and Historically Underutilized Business (HUB) Program Administrator, to assist BWWB in expanding its HUB Program; and a Data Analyst II, to assist with program management, vendor expenditure analysis, reporting and contract administration.
 - 4.4 An agreement with Birmingham Business Resource Center (BBRC), to establish a Business Sustainability and Capacity Building (BSCB), for a period of one-year, at a monthly cost of \$20,000.00.
 - 4.5 An agreement with AON Consulting, in the amount of \$8,000.00 to do the following:
 - 4.5.1 Provide a retiree spouse (who becomes their spouse after the retiree has retired) a spousal pension benefit if the retiree passes away first.
 - 4.5.2 Calculate a one-time payment to retirees and an option to provide a 1 percent or 2 percent increase going forward.

ADJOURNMENT