

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING
OF THE WATER WORKS BOARD OF THE CITY OF BIRMINGHAM
Thursday, October 7, 2021
11:30 a.m.**

An Executive Committee Budget Workshop meeting of the directors of The Water Works Board of the City of Birmingham was held on Thursday, October 7, 2021, via in-person and electronically [via teleconference/telephone - Public].

The following Committee members were present via roll call: Ronald A. Mims, George Munchus, Tom E. Henderson, Dalton NeSmith and Larry Ward. Committee Members Blankenship, Burbage and Rice were not present.

The meeting was also attended by: Michael Johnson, General Manager; Derrick Murphy, Jeffrey Thompson and Iris Fisher, Assistant General Managers; Cynthia Williams, Board Administrator; Vanessa Washington, Executive Assistant; Anitra Clark, Colandus Mason, Rosalind Jones, Paul Lloyd, Rick Jackson, Terrell Jones, Jeff Wade and Charles McGee, BWWB Employees; Kelvin Howard, KWH, LLC; Phillip Moultrie, Valent Group; Patrick Flannelly, ARCADIS; and Martha Bozeman, Agency 54.

Inasmuch as a majority of the Committee members were present, a quorum was in attendance.

Chairman Mims called the meeting to order at 11:43 a.m. General Manager Michael Johnson opened the meeting with prayer.

Next, the Committee proceeded to approve the agenda as printed. Director Munchus made a motion to approve the printed agenda and Director NeSmith seconded the motion. The Committee approved the printed agenda by unanimous vote.

Following, the Committee proceeded to the approval of minutes, which there were no minutes.

Next, the Committee proceeded to the report of officers. Chairman Mims stated he had no Committee Chair Report. In the Committee Members Report, Director Munchus confirmed an upcoming WebEx Engineering & Maintenance Committee Meeting scheduled for October 11, 2021 at 9:30 a.m., which Director NeSmith stated he would be out of town but intended on participating in said meeting. In the General/Assistant General Manager(s) Report, GM Johnson indicated that Rick Jackson had information for the board members. Mr. Jackson announced that it was Customer Service Week and that all BWWB employees are being asked to sign the Customer Service Pledge for their commitment and dedication to customer service. Also, he stated the H2O Golf Tournament was the next day (October 8, 2021) and the Employee Appreciation Event would take place on next Friday, October 15, 2021 and that all the board members were invited. GM Johnson stated that due to COVID-19, social distancing guidelines are still being practiced and will be in place during said event. Director Munchus inquired about an H2O Golf Tournament update. Per GM Johnson, given the restrictions on golfers, there will be approximately 140 golfers and the contributions for this year are approximately half or two-thirds of the usual amount. Afterwards, Chairman Mims asked for any comments from senior staff. AGM Murphy stated that BWWB has been impacted by flooding in the Vestavia area. Due to the flooding, it has been challenging to locate some water main breaks; however, staff is working diligently on the issues.

Following, the Committee proceeded to unfinished business. Agenda item one requested the Committee to hold a workshop on the Preliminary FY2022 Operations and Maintenance (O&M) Budget and the FY2022 Capital Budget. GM Johnson stated that the intent of this workshop is to answer questions

for board members. AGM Fisher gave an update on the budget adjustments. She indicated that the adjustments made to the budgets were not material adjustments; thus, the proposed amount for the O&M budget did not change. Then, AGM Fisher acknowledged Mr. Moultrie (BWWB’s insurance broker) and asked him to give a brief summary of the increase in the property and casualty insurance compared to last year. Mr. Moultrie stated his goal is to maximize protection at the lowest cost for the board. Per Mr. Moultrie, long time insurance carriers are withdrawing from the utility markets due to the impact of cyber security, for instance. Thus, new insurance providers must be found. Afterwards, AGM Fisher discussed topics that consisted of Demand Adjustments and Revenue Projections & Coverage. Director Huffman entered the meeting at 12:15 p.m. AGM Fisher continued with an overview of the Five-Year Forecast and Debt Reduction Impact. She concluded her presentation by reviewing the next steps, which consisted of the proposed budget schedule for board meetings and the public hearing. Next, AGM Fisher asked for questions; as there were no questions, the meeting was turned over to AGM Murphy to update the board on the Capital Budget. AGM Murphy asked if board members had any questions, which there were none. Per staff’s recommendation, GM Johnson requested the Committee to send the proposed FY2022 Proposed O&M and Capital Budget to the October 27, 2021 board Meeting. Director NeSmith made a motion to present said budgets for the requested board meeting date of October 27, 2021 and Director Munchus seconded the motion. Agenda item one was unanimously approved by the Committee to be sent to the full board for consideration.

Subsequently, the Committee proceeded to new business. Agenda item two requested the Committee to recommend to the Board to adopt a resolution to allow employees to sell accrued/unused vacation time in excess of 80 hours in December 2021. GM Johnson gave an overview of the process for vacation buyback and how it works. Per GM Johnson, vacation buyback improves employees’ morale. Some employees were limited the ability to take leave due to COVID-19, plus some employees were required to be at work due to vacancies in their department. After some discussion, Director NeSmith made a motion to approve agenda item two and Director Munchus seconded the motion. Agenda item two was unanimously approved by the Committee to be sent to the full board for consideration.

As there was no further business before the Committee, Director NeSmith made a motion to adjourn the meeting and Director Huffman seconded. Thus, Chairman Mims adjourned the meeting at 12:35 p.m.

<hr/> /s/ <hr/> Ronald A. Mims Chairman	<hr/> /s/ <hr/> George Munchus, Ph.D. Vice Chairman	<hr/> /s/ <hr/> Lucien B. Blankenship, Esq. Second Vice-Chairman
<hr/> /s/ <hr/> William “Butch” Burbage, Jr., CPA Secretary-Treasurer	<hr/> /s/ <hr/> Tereshia Q. Huffman Assistant Secretary-Treasurer	<hr/> /s/ <hr/> Thomas E. Henderson Director
<hr/> /s/ <hr/> Carl Dalton NeSmith, Esq. Director	<hr/> /s/ <hr/> Christopher B. Rice Director	<hr/> /s/ <hr/> Raymond “Larry” Ward Director
	<hr/> /s/ <hr/> Michael Johnson, MBA, CPA General Manager	