

**MINUTES OF THE FINANCE COMMITTEE MEETING
OF THE WATER WORKS BOARD OF THE CITY OF BIRMINGHAM
Thursday, August 27, 2020
11:30 a.m.**

A Finance Committee meeting of the directors of The Water Works Board of the City of Birmingham was held on Thursday, August 27, 2020 at 11:30 a.m., via electronically [via teleconference/telephone].

The following Committee members were present via a roll call: Committee Chairman William “Butch” Burbage, Jr., Ronald A. Mims, and William R. Muhammad. Other directors present were Brenda J. Dickerson, Deborah Clark, Lucien Blankenship, and George Munchus.

Others were present via teleconference/telephone: Michael Johnson, General Manager; Derrick Murphy, Jeffrey Thompson and Iris Fisher, Assistant General Managers; Vanessa Washington, Executive Assistant; Marsha Hammonds, Colandus Mason, Rosalind Jones, Shirley Russell, Geraldine Davis, and Rick Jackson, BWWB Employees; K. Mark Parnell, Parnell Thompson, LLC; Kelvin Howard, KWH, LLC; and Emory Anthony, Esq.

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

Committee Chairman Burbage Jr. called the meeting to order at 11:30 a.m. Assistant General Manager Iris Fisher opened the meeting with prayer.

Following, Director Mims made a motion to approve the agenda as printed. Director Muhammad seconded. The Committee approved the agenda by a unanimous roll call vote.

Next, agenda item one requested the Committee to hear a presentation on management's proposed plan to resume the managing of delinquent accounts; necessary to perform essential minimum functions of the governmental body. AGM Fisher presented information on BWWB's proposed collection plan on delinquent accounts. Some of the topics discussed were as follows: (1) *Total Operating Net Revenue available for Debt Service Year to date*, (2) *Jefferson County Sewer Billings & Collections*, (3) *Large Operating and Maintenance (O&M) Variances*, (4) *Reserve Funds*, (5) *PayGo & Bond Proceeds Cash Flow* and (6) *Delinquent Account Details*. Per AGM Fisher, as of July year-to-date, BWWB is underbudget in revenue by approximately \$2,000,000.00 due to a decrease in commercial and residential revenue. Afterwards, Call Center Manager Shirley Russell and Customer Support Services Manager Geraldine Davis discussed the past and present initiatives to assist customers in bringing delinquent accounts current. Director Muhammad expressed concerns on the need to consider a longer payment plan for delinquent customers experiencing hardship regarding the proposed installment payment plans. He asked Mrs. Russell to provide a report on the percentage of delinquent customers. Also, there were discussion on reopening the payment center lobby and extending the drive-thru hours. AGM Fisher stated that additional security and janitorial services would be needed, and social distancing would be practiced by limiting the number of customers in the lobby. The proposed date to resume service disconnections would be October 12, 2020 if the customer have not made payments or payment

arrangements. Director Clark expressed concerns regarding placing employees and customers at risk with COVID-19. She asked staff to revisit the issue. Director Mims asked AGM Fisher to provide the cost to the board for reopening the Payment Center as it relates to hiring additional security personnel and cleaning the work areas as needed.

As there was no further business before the Committee, Director Muhammad made a motion to adjourn the meeting. Director Mims seconded the motion. The motion was approved unanimously by a roll vote. Committee Chair Burbage, Jr. adjourned the meeting at 1:24 p.m.

_____/s/_____
William “Butch” Burbage, Jr., Esq.
Assistant Secretary/Treasurer

_____/s/_____
Ronald A. Mims
Chairman/President

William R. Muhammad
Secretary/Treasurer

_____/s/_____
Michael Johnson, MBA, CPA
General Manager