

**MINUTES OF THE REGULAR BI-MONTHLY MEETING OF DIRECTORS OF THE
WATER WORKS BOARD OF THE CITY OF BIRMINGHAM
January 24, 2024**

The regular bi-monthly meeting of the Directors of The Water Works Board of the City of Birmingham was held on Wednesday, January 24, 2024, at 11:30 a.m., at 3600 First Avenue North, Birmingham, Alabama, Training Room. The Public has the option to listen by phone by calling (888) 398-2342 Code: 5608731.

The following Directors were present via roll call: William “Butch” Burbage, Jr., Tom Henderson, Tereshia Huffman, George Munchus, Dalton NeSmith, Jr., and Larry Ward. Directors Lucien B. Blankenship and Mashonda Taylor arrived at 11:37 a.m.

Others present were: Michael Johnson, General Manager; Iris Fisher and Philip King, Assistant General Managers; Cynthia Williams, Board Administrator; Anitra Clark, Corporate Governance Specialist; Tammy F. Wilson, Executive Assistant to Derrick Murphy and Philip King; Mark Parnell, Parnell Thompson, LLC; Kelvin Howard, Kelvin Howard, LLC; Tiffanie Agee, Agee Law; Byron Perkins, Perkins-Law, LLC; Rosalind Jones, Comptroller; Matt Shiver, Purchasing Manager; Brandon Sims, Business Analyst/Project Manager; David Walker, Security Manager; Anthony Hazel, Security Superintendent; Akhi King, Security Systems Technician; Rick Jackson, Public Relations Manager; Michael Tartt, Public Information Officer; Charles McGee, and Jeff Wade, Electrical and Mechanical Shop; Jeremy Ervin, BWWB Employees; Shawn Sibley, State of Alabama Office of the Attorney General; Patrick Flannelly, ARCADIS U.S.; Bill Todd, O2 Ideas; Phillip Moultrie, Valent Group; Joseph Bryant, AL.com; Al Ratcliffe and Courtney Chandler, CBS 42; Daniel McCain and Cynthia Gould, ABC 33/44; and COB Police Officer.

Chairwoman Tereshia Huffman called the meeting to order at 11:30 a.m. Assistant General Manager Iris Fisher opened the meeting with prayer.

Following a roll call, six directors were present; therefore, there was a quorum in attendance.

Next, the Board was asked to approve the agenda for January 24, 2024, with a request from General Manager Michael Johnson to defer the Engineering and Maintenance Division presentation until the February 12th Regular Board of Directors’ Meeting. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By the Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Mr. Dalton NeSmith and seconded by Mr. George Munchus, that the Board hereby approves the January 24, 2024, Regular Board of Directors’ meeting agenda, deferring the Engineering and Maintenance Division presentation until the Regular Board of Directors’ Meeting scheduled for Monday, February 12, 2024.

Resolution No. 9500 is hereby adopted by unanimous vote.”

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Following, there were no Minutes for Approval. General Manager Michael Johnson announced the meetings scheduled for February 2024, stating that the Engineering and Maintenance Committee Meeting for February had been moved to Monday, February 12th. Under Reports of Officers, Chairwoman Huffman provided a handout (a copy of which is on file in Diligent BoardBooks) of the 2024 Committee assignments. Chairwoman Huffman asked the Committee Chairs to work with the General Manager and the Assistant General Managers on the frequency of meetings so that there is a schedule for the year. Director Munchus asked about getting a legal opinion for establishing a customer assistance fund for water, sewer, and plumbing. Attorney Parnell responded that he was happy to research this if the Board wanted him to do so, adding that a resolution would not be necessary. Chairwoman Huffman responded that she thought this would be okay to research. Director Munchus asked if the Legislative agenda for 2024 had been set. GM Johnson stated an agenda was adopted last year, stating this would need to be re-established or additional items could be added if the Board chooses. Directors Blankenship and Taylor entered the meeting at 11:37 a.m.

Next, under Reports of Officers, the Board was asked to hear presentations from the Finance and Administration Division (FAD) and the Operations and Technical Services Division (O&TSD). A handout was provided (a copy of which is on file in Diligent BoardBooks). GM Johnson addressed the Historically Underutilized Business (HUB) consultant vacancy, stating a Request for Proposals (RFP) had been issued Wednesday, January 17th. There are 21 participants at this point. The RFP was publicized on the company website and in 3 newspapers. Chairwoman Huffman asked if Birmingham Construction Industry Authority (BCIA) was included. GM Johnson responded that they were included. Director Munchus asked if the Birmingham Business Alliance (BBA) could advertise it. GM Johnson stated he could make that request. Director Ward stated he was glad the press was attending the meeting today because he was happy to report that the company is in good condition financially. Director Ward stated each time the FAD gives their quarterly report many answers to questions entities have questions about are revealed each time this report is given. Assistant General Manager Iris Fisher was recognized to present the FAD report, 4th quarter 2023. AGM Fisher talked through some of the 2023 highlights, reporting that Birmingham Water Works (BWW) received an unmodified opinion on its 2022 financial audit, the 2023 GFOA Distinguished Budget Award for the fourth consecutive year was given to BWW, two Town Hall meetings were held on the 2024 budget, BWW received an Aa2 senior lien revenue rating from Moody's Investors and a AA long term rating from S&P Global, BWW's principal was reduced by \$19M and there was a savings of \$5.7M in total debt service due to a refunding opportunity, BWW increased its investment income by \$2.5M in 2023, BWW invested in a \$40M GIC at 5.2% opposed to .01%, and delinquent customer accounts decreased by 58% (\$12.7M). AGM Fisher highlighted employees at BWW and various accomplishments during the year, which included being inducted into the Training Magazine's Hall of Fame in 2023. The number of active customers through December 2023 was 200,569. The preliminary Balance Sheet as of December 31, 2023, show assets at \$1,263,585,018.00, Liabilities at \$1,017,761,590.00, with a Net Position of \$245,823,429.00. The preliminary Operating Revenues – December YTD was

\$221,705,682.00, which was over budget \$5,248,714.00. Several line items were over budget such as Pension Expense, Labor, Power Costs, Transportation Expense, OPEB Expense, Federal Insurance Center Act Tax Expenses and Contractor Costs. Employee Healthcare Costs were under budget \$1,917,303.00. Director Ward pointed out that we were under on Chemical Costs by \$90,000.00, compared to the previous year of being over budgeted by almost \$1M. Jefferson County Collection Fees were budget broken out monthly, with the annual total collected being \$16,050,400.00. The percentage of Collections vs. Billing is at 100%. The Reserve Fund Summary for Operating/Capital/PayGo Needs is \$37,643,415.00, so we are not borrowing as much. AGM Fisher stated Staff is still working on the WIFIA loan. The HUB participation percentage is 22.06%. As of January 15, 2024, the Employee Workforce budgeted positions were 725.63 and the actual amount was 617.63, with a difference of 108.00. Active policies with HomeServe USA as of January 11, 2024, totaled 55,949. Director Munchus raised a question relating to delinquent customer accounts and the 58% figure, asking if any customers were without water. AGM Fisher stated there is a report she will pull and provide to the Board regarding disconnects. GM Johnson clarified that the term referred to is delinquent accounts. GM Johnson stated we are always happy to make payment arrangements. AGM Fisher stated if customers qualify they may be referred to the H2O Foundation Program also. Director Munchus asked about a recent rebate the Public Service Commission (PSC) ordered. GM Johnson stated we have not received a rebate to date. Chairwoman Huffman asked where the public can find a copy of the audit and also the leak adjustment policy. GM Johnson responded that copies are posted on bwwb.org. Chairwoman Huffman asked Senior Staff to include the Leak Adjustment Policy report each month in the Pipeline. Director Burbage stated his understanding of the PSC rebate was that it would be in the form of a credit on a future bill. Director Munchus questioned whether the Board could implement an in-house program similar to what HomeServe provides. GM Johnson stated the Board cannot work on residential private property. GM Johnson pointed out that the Board has a policy to adjust bills 100% when customers have leaks. Director Ward pointed out that APCO is now partnering with HomeServe. AGM King was recognized to present the O&TSD quarterly report (a copy of which is on file in Diligent BoardBooks) for the 4th quarter 2023. The water produced the last quarter of 2023 was 42 billion gallons. The takeaway is that we produced more water in 2023 than in the previous 5 years, which highlights the need for Derrick's Pipeline Replacement Program, to eventually drive that number down to 2018 – 2019 numbers. Raw water produced was 49 billion gallons the last quarter of 2023. Our water predominantly comes from the Lake Purdy and Inland Lake Reservoirs. Lake levels are lower due to the lack of rainfall than in some previous years. Power consumption was over budget by year-to-date (YTD) \$671,253.36. Chemical usage came in under the budgeted amount YTD by \$92,989.21. AGM King talked about the EnviroLab Department and highlighted some accomplishments. The EnviroLab takes customer complaints and ensures that BWW stays current with all EPA/ADEM regulations. Our lab also has a state-of-the-art on-site testing laboratory to help optimize daily operations and meet safety standards. A revenue source was generated last year in the amount of \$41,000.00 though testing for third parties AGM King stated. Under Industrial & Commercial Accounts, the Princeton Hospital project is a project that is commendable where pressure gauges were set inside the meter box making our response time to pressure issues much quicker. The Security Department intercepted 29 firearms and 347 knives. New ID non-logo control cards are being finalized. In 2024 the Security Department is preparing to upgrade the Video Management System enterprise wide. Chairwoman Huffman welcomed AGM King to the team and recognized that he had hit the ground running by showing up with his crews late at night, she had heard. AGM King stated his team was passionate and dedicated. Chairwoman Huffman thanked AGM King. She also asked

about a move-in date for the new EnviroLab building. AGM King stated he was excited about that, and he would get back with her on the expected date. Director Munchus stated he was happy with the lab testing revenue stream and he encouraged BWB to continue and expand if possible. Director NeSmith asked for a number for the amount of 2023 water revenue loss. AGM King stated the information was readily available, but he did not have an exact number off hand; however he could get the information to him. GM Johnson stated staff is looking at the data and working on an in-depth report that would be presented at an upcoming Engineering and Maintenance Committee Meeting.

Following, there was no Unfinished Business. There was a Speaker who signed in, Ms. Dasher; however she was able to get her questions answered and her issue was resolved by AGM Murphy. Under New Business, the Board was asked to adopt a resolution reaffirming various established Board Committees for the calendar year 2024, as set forth in agenda Item 1. On a motion duly made and seconded, the following resolution was adopted:

“WHEREAS, on May 8, 1997, The Water Works Board of the City of Birmingham (“The Water Works Board”) adopted certain committees for the purpose of working with staff in certain areas in helping the Board to establish overall policies.

WHEREAS, on January 24, 2024, on a motion duly made by Mr. Larry Ward and seconded by Ms. Tereshia Huffman, that The Water Works Board hereby approves and establishes certain Board committees and membership on said committees.

NOW, THEREFORE, BE IT RESOLVED that The Water Works Board’s Committees and respective members shall be as reflected on the list of Board Committees attached hereto these minutes.

Resolution No. 9501 is hereby adopted by unanimous vote.”

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Next, the Board was asked to approve payments of invoices as set forth in agenda Items 2.1 through 2.4. GM Johnson read the items for the record. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made by Mr. Larry Ward and seconded by Ms. Mashonda Taylor, that the Board hereby approves payments of invoices to the following:

- 2.1 Pat Lynch & Associates, Inc. for professional services rendered December 1, 2023, through December 15, 2023, in the amount of \$5,000.00.
- 2.2 Raftelis Financial Consultants, Inc. for professional services rendered December 2023, for consolidated invoices in the amount of \$20,120.54.

- 2.3 Kelvin W. Howard, for professional services rendered December 2023, in the amount of \$30,229.26.
- 2.4 Parnell Thompson, LLC, for professional services rendered December 2023, in the amount of \$59,871.20.

Resolution No. 9502 is hereby adopted. Director Blankenship voted No.

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Following, the Board was asked to approve various items, as set forth in agenda Items 3.1 through 3.19 and as recommended by the Engineering and Maintenance Committee. GM Johnson summarized the items for the record. Some discussion occurred regarding the reading of each item. Director NeSmith stated he did not believe it was necessary given the full agenda was posted on the company website. Director Munchus referred to Item 3.3 and asked how vendors get on the Sourcwell list. Matt Shiver, Purchasing Manager, explained that this is a cooperative contract, which is up to the cooperative. Director Munchus asked if they are for profit. Mr. Shiver stated that the ones the state allows us to use are not for profit. Director Ward exited the meeting at 12:30 p.m. and returned at 12:32 p.m. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made Mr. Dalton NeSmith and seconded by Ms. Tereshia Huffman, that the Board hereby approves the following items, as recommended by the Engineering and Maintenance Committee:

- 3.1 C & J Lawn Care, LLC, the lowest responsible and responsive bidder, for estimated quantities of Lawn Maintenance at Shades Mountain filter plant, at an estimated out-of-pocket cost of \$48,750.00, for calendar year 2024. C & J Lawn Care LLC was paid \$29,250.00 for nine cuts in 2023. HUB participation 100%.
NO OF BIDS: 4 MINORITY VENDOR BID: Yes ✓ or No NEW VENDOR: No ✓ or Yes
- 3.2 T. H. Lawn Service, the lowest responsible and responsive bidder, for estimated quantities of Lawn Maintenance at Western, Carson and Putnam filter plants, at an estimated out-of-pocket cost of \$93,000.00, for the period March 1, 2024 - October 31, 2024. T.H. Lawn Service was paid \$64,100.00 for thirty-one cuts in 2023. HUB participation 100%.
NO OF BIDS: 3 MINORITY VENDOR BID: Yes ✓ or No NEW VENDOR: No ✓ or Yes
- 3.3 A one-year agreement with Software House International (SHI), for CrowdStrike Manage Detection and Response Service, for period April 28, 2024 - April 27, 2025, at an estimated out-of-pocket cost of \$86,136.07. [NOTE: This service is exempt from bidding because it is a Sourcwell contract #081419-SHI]
- 3.4 Verinext, for HPE 3PAR Support and Maintenance, at an out-pocket cost of \$126,368.00, for period January 1, 2024 - December 31, 2024. [NOTE: This

expenditure is exempt from bidding under the Alabama Competitive Bid Law because items and services fall under State of Alabama Contract #MA230000004191]

- 3.5 Systems, Applications and Products (SAP) for the 2024 License and Maintenance, for period January 1, 2024 - December 31, 2024, at an out-of-pocket cost to the Board not to exceed \$350,000.00. [NOTE: This expenditure is exempt from bidding due to current license & maintenance being with SAP]
- 3.6 Long Lewis Ford of the Shoals, for two (2) new Ford 15-Passenger Transit Vans, at an estimated out-of-pocket cost of \$108,662.00. HUB participation 0%. [NOTE: This expenditure is exempt from bidding under the Alabama Competitive Bid Law because items and services fall under State of Alabama Bid Contract #MA220000003123]
- 3.7 Stivers Ford, for ten (10) Ford F-550s at a cost of \$647,920.00; and twelve (12) Ford F-250s at a cost of \$693,888.00, at combined out-of-pocket cost of \$1,341,808.00. HUB participation 0%. [NOTE: This expenditure is exempt from bidding under the Alabama Competitive Bid Law because items and services fall under State of Alabama Bid Contract #MA23000003416]
- 3.8 TTL, Inc. (TTL), for environmental compliance oversight services during the construction phase of Highway 79/Bone Dry Road Bethel Road main reinforcement project located along Highway 79, Bethel Road, and Bone-Dry Road in unincorporated Jefferson County and along Highway 79 and Kiowa Road in unincorporated Blount County, at an out-of-pocket cost of \$64,500.00. HUB participation 25.6%.
- 3.9 WSP USA Environmental & Infrastructure, Inc. (WSP, Inc.), for environmental services to complete the Environmental Information Documents (EIDs), related to the Alabama Department of Environmental Management (ADEM) Drinking Water State Revolving Fund (DWSRF) program loan application, at an out-of-pocket cost of \$413,000.00. HUB participation 30%.
- 3.10 Harold Beck and Sons, Inc., for Rotary Actuators, at an estimated out-of-pocket cost of \$182,900.00. HUB participation 0%.
NO OF BIDS: 3 MINORITY VENDOR BID: No ✓ or Yes NEW VENDOR: No ✓ or Yes
- 3.11 Consolidated Pipe, for 1" and ¾" Double Meter Loops, at an estimated out-of-pocket cost of \$396,050.00. HUB participation 0%.
NO OF BIDS: 2 MINORITY VENDOR BID: No ✓ or Yes NEW VENDOR: No ✓ or Yes
- 3.12 Rast Construction, Inc., the Sole Bidder, for the furnishing and installation of new drainage piping and drainage structures in a BWW Right of Way (near Knollwood Drive) located in unincorporated Jefferson County, at a bid amount of \$722,993.00; plus, estimated cost of materials and Water Board labor in the amount of

\$21,760.00, at an estimated out-of-pocket cost of \$744,753.00. HUB participation 1.6%.

NO OF BIDS: 1 MINORITY VENDOR BID: No ✓ or Yes NEW VENDOR: No ✓ or Yes

- 3.13 Tren-Tay, Inc., for the replacement of approximately 5,095' of 2" galvanized steel pipe/ 2" unlined cast iron pipe with approximately 5,020' of 6" DICL pipe; 630' of 2" Municipex (PEXa) pipe and related appurtenances; and 111 water services along Graymont Avenue West; 5th Avenue West; 13th Street West; 14th Street West and Bush Circle West located in the Graymont Community, at a bid amount of \$1,397,589.31; plus estimated cost of materials and Water Board labor in the amount of \$694,835.66; for an estimated out-of-pocket cost of \$2,092,424.97. HUB participation 41%.

NO OF BIDS: 4 MINORITY VENDOR BID: No ✓ or Yes NEW VENDOR: No ✓ or Yes

- 3.14 Tren-Tay, Inc., for the replacement of approximately 4,510' of 2" galvanized steel pipe/ 2" unlined cast iron pipe and 1,880' of 2" cast iron cement lined (CICL) pipe with approximately 5,950' of 6" DICL pipe; 1,000' of 4" DICL pipe and related appurtenances; and 119 water services along Walnut Avenue SW; Pine Avenue SW; Maple Avenue SW; Oak Avenue SW; 39th Street SW and 36th Street SW located in the Powderly/Wenonah Community, at a bid amount of \$1,390,047.10; plus estimated cost of materials and Water Board labor in the amount of \$836,641.79; at an estimated out-of-pocket cost of \$2,226,688.89. HUB participation 32.8%.

NO OF BIDS: 5 MINORITY VENDOR BID: No ✓ or Yes NEW VENDOR: No ✓ or Yes

- 3.15 Tren-Tay, Inc. for the replacement of approximately 5,170' of 2" cast iron cement lined (CICL) pipe with approximately 1,325' of 8" DICL pipe; 4,110' of 6" DICL pipe; 520' of 4" DICL pipe and related appurtenances; and 119 water services along Fern Street; Rosewood Street; Alpine Street; Texas Avenue; Bankhead Court; Bush Street and Chestnut Street located in the City of Birmingham, at a bid amount of \$1,450,032.50; plus estimated cost of materials and Water Board labor in the amount of \$777,712.72; at an estimated out-of-pocket cost of \$2,227,745.22. HUB participation 33%.

NO OF BIDS: 4 MINORITY VENDOR BID: No ✓ or Yes NEW VENDOR: No ✓ or Yes

- 3.16 Exercise first right of refusal to purchase of structures and improvements, per the Recreational Site Agreement held by Sally Worthen on Lot 20-A at Inland Lake, in the amount of \$550,000.00.
- 3.17 Ratification of Emergency Work to Keith Hudson Fiberglass, Inc for the repair of four (4) Sodium Hypochlorite Tanks at Shades Mountain Filter Plant, at an estimated cost of \$577,740.00.
- 3.18 Non-Reimbursable Agreement with Jefferson County Roads and Transportation, for the relocation of Water Board facilities in conflict with Jefferson County Project No. 37-19-400 JC Utility Form No. 4, at a contractor bid amount of \$91,250.00; plus, estimated cost for materials and Water Board labor in the amount of \$21,300.00; at a total estimated out-of-pocket cost of \$112,550.00.

3.19 A one-year agreement with Fleet Analytics GPS System, for vehicle reporting and GPS tracking, at an amount not to exceed \$66,240.00, effective January 28, 2024; and to authorize the General Manager and/or Assistant General Manager to execute an agreement. [NOTE: Originally awarded a 3-year agreement for \$224,460.00 to Fleet Analytics, Bid 20-3-02. HUB Participation 0%].

Resolution No. 9503 is hereby adopted by unanimous vote.”

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Next, the Board was asked to approve a 12-month agreement with Fine Geddie, as set forth in agenda Item 4 and recommended by the Executive Committee. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made Mr. Tom Henderson and seconded by Ms. Tereshia Huffman, that the Board hereby approves a 12-month contract with Fine Geddie, effective January 24, 2024, to January 23, 2025, to provide lobbying services, at a monthly out-of-pocket cost to the Board of \$15,000.00; and to authorize the General Manager and/or Assistant General Manager to execute the necessary documents, as recommended by the Executive Committee.

Resolution No. 9504 is hereby adopted. Director Blankenship Abstained.”

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Following, the Board was asked to approve a 12-month agreement with The Jones Group, LLC, as set forth in agenda Item 5 and recommended by the Executive Committee. On a motion duly made and seconded, the following resolution was adopted:

“BE IT RESOLVED By The Water Works Board of the City of Birmingham (“the Board”), on a motion duly made Mr. Tom Henderson and seconded by Ms. Tereshia Huffman, that the Board hereby approves a 12-month contract with The Jones Group, LLC, effective January 24, 2024, to January 23, 2025, to provide lobbying services, at a monthly out-of-pocket cost to the Board of \$15,000.00; and to authorize the General Manager and/or Assistant General Manager to execute the necessary documents, as recommended by the Executive Committee.

Resolution No. 9505 is hereby adopted by unanimous vote.”

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Next, the Board was asked to approve a resolution to re-establish the panel of attorneys, as set forth in agenda Item 6 and recommended by the Executive Committee. On a motion duly made and seconded, the following resolution was adopted:

“WHEREAS, The Water Works Board of the City of Birmingham (the “Water Works Board”) desires to reestablish its panel of attorneys as follows.

NOW THEREFORE, BE IT RESOLVED on a motion duly made by Mr. William “Butch” Burbage, Jr., and seconded by Mr. Dalton NeSmith as recommended by the Engineering and Maintenance Committee as follows:

1. Parnell Thompson, LLC shall serve as the Water Works Board’s General Counsel. The General Counsel will oversee and manage the provision of all legal services to the Water Works Board to ensure maximum protection of its legal rights and to maintain its operations within the limits prescribed by law. The General Counsel will assist officers of the Water Works Board and its upper management in carrying out the corporate purposes of the Water Works Board.

2. To assist the General Counsel, the Water Works Board establishes the following panel to serve as legal counsels to the Water Works Board: Kelvin W. Howard, LLC, Perkins Law, LLC, and Agee Law, LLC.

3. The General Counsel shall handle and assign all legal matters in consultation with the General Manager.

4. The General Counsel will be responsible for covering (or causing to be covered) all regular and special board of director meetings as well as committee meetings. The General Counsel will ensure that at least two attorneys will attend board of director and committee meetings.

5. Parnell Thompson, LLC, Kelvin W. Howard, LLC, Perkins Law, LLC, and Agee Law, LLC. will execute new written agreements with the Water Works Board. Said written agreements will establish (a) the attorneys’ hourly rate will be \$300.00; (b) each laws firm will be reimbursed for necessary expenses at cost; (c) a term of 12 months, with either party having the right to terminate the agreement upon 30 days’ notice; (d) the General Counsel must maintain, at a minimum, professional liability insurance in an aggregate amount of \$4 Million and general liability in the aggregate amount of \$1 million; and (e) Kelvin W. Howard, LLC, Perkins Law, LLC, and Agee Law, LLC. must maintain, at a minimum, professional liability insurance in an aggregate amount of \$1 Million and general liability in the aggregate amount of \$500,000. The Chairperson is authorized to execute said agreements on behalf of the Water Works Board.

6. This resolution shall supersede and repeal any existing resolution concerning legal representation for the Water Works Board.

Resolution No. 9506 is hereby adopted by unanimous vote.”

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Following, Chairwoman confirmed that speaker, Ms. Dasher's issue was handled, and she thanked staff for doing so. As there was no further business before the Board, a motion was made by Director Ward and seconded by Director Taylor and the meeting was adjourned unanimously at 12:36 p.m.

_____/S/
Tereshia Q. Huffman
Chairwoman

Attest:

_____/S/
Larry Ward
Secretary-Treasurer