



~Preliminary Agenda ~

Thursday, January 2, 2014

1:30 PM

Board Room

INFORMATION FOR THE BENEFIT OF THE PUBLIC:

Public Notice: Regular board meetings are held the first and third Thursdays of the month at MLGW's Administration Building unless otherwise noted in the public notice filing and website. The proposed agenda will be posted in the public section of the ground floor lobby of the Administration Building and on MLGW's website at least 48 hours before the Board meets. You may access the proposed Board agenda and all available documents related to the items linked from the agenda on the Internet at: www.mlgw.com. Large agreements, items related to Homeland Security or items received too late to post may not be viewable. You may view those documents in the Public Records Office prior to or after the Board meeting. By Board action, agenda items may be added, deleted or held for later consideration at a later board meeting.

Consent Agenda: Items shown under the Consent Agenda consists of items considered to be routine and non-controversial upon which the documentation provided to the Board is adequate to give sufficient information for approval without inquiry or discussion during the Board meeting. The use of the Consent Agenda is designed to minimize the time required for the handling of routine matters in order to permit additional time to be spent on more significant matters. The Chairman will call for approval on the Consent Agenda as a whole and the vote will be treated as a separate vote on each item. At the request of a Board member, the Chairman may move any item on the Consent Agenda to the Regular Agenda.

Regular Agenda: Item(s) to be individually considered for Board action.

Filed Items: The Board may be provided information which does not require Board approval or Board discussion but which is noted for the official record as having been supplied to the Board.

Resolutions: Generally, there are two types of resolutions subject to approval by the MLGW Board of Commissioners. Internal Board Resolutions are within the full authority of the Board and considered final upon the acceptance of the minutes of that board action. External Board Resolutions are subject to the approval of the City Council and are not considered final until the City Council accepts the minutes of their approval for such.

ADA: As a covered entity under Title II of the Americans with Disabilities Act, MLGW does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. To ensure availability, such request should be made 72 hours in advance by contacting Eric Conway at (901) 528-4486 during business hours.

To Officially Communicate to the Board: Any individual member or group of the general public desiring to address the Board orally on items of interest to the public that are within the subject matter jurisdiction of the Board, shall complete an **MLGW Board Speaker Card** to make such desire known to the Board Secretary. Such request to be heard should be marked with the date of the meeting; the agenda item number; if the comments are in support, opposition, or general as they relate to the item; the speaker's name and address; and if the speaker is representing someone else as a paid consultant. Paid lobbyists must complete the required disclosure of their client's name, phone number, and address. Statements shall not exceed three minutes unless additional time is granted by the Board Chair. When recognized, please proceed forward to the podium and state your name and address. The board and staff will not answer questions that are asked in this forum but written questions or a written statement may be provided to the Board Secretary for entry into the official record. If any Board member receives approval of the Board Chairman, that Board Member may address questions to the person providing the public statement.

CALL TO ORDER AND OPENING REMARKS: Chairman Masson

PLEDGE OF ALLEGIANCE: Chairman Masson

ROLL CALL: Dana Jeanes

APPROVALS:
Minutes of Meeting of December 19, 2013.

CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE: Dana Jeanes
Receipt of Certified Copies of City Council Resolutions dated December 17, 2013, Items 12 through 17 and Item 24.

PRESENTATIONS:
(None)

GENERAL STATEMENTS FROM THE PUBLIC:

PRESIDENT'S BRIEFING:

1. Review of Consent Agenda - Jerry R. Collins, Jr.
(President's Briefing Continued on Page 3)

CONSENT AGENDA

(Items 1 through 6)

CONSTRUCTION & MAINTENANCE DIVISION

(None)

CUSTOMER CARE DIVISION

(None)

ENGINEERING & OPERATIONS DIVISION

1. Resolution approval of Change No. 1 to Contract No. 11608, Canopy for Gas Emergency Materials at Capleville Liquefied Natural Gas with A & B Construction Company Incorporated, in the funded amount of \$10,416.00. The project scope is to construct a 75' X 100' canopy structure and footings to cover critical gas emergency materials to be stored at the MLGW Capleville Liquefied Natural Gas Plant. This change is to relocate and install additional protective posts around the canopy structure to protect it from truck and heavy equipment traffic. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

2. Resolution approving Change No. 1 to Contract No. 11489, Customer Care Center Telephone Service, with AT&T, in the funded amount of \$132,000.00. This change is to provide 15 PRI T1 circuits for the MLGW Customer Care Center located at 1665 Whitten Road, in Memphis, Tennessee. This change is also to renew for the first of two annual renewal terms covering August 16, 2014 to August 15, 2015, with no increase from the previous year. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

FINANCE DIVISION

3. Resolution approving Change No. 7 to Contract No. 10597, Remittance Processing System, with BancTec Incorporated, with no increase in contract value. (This change is to renew the current contract to provide hardware and software maintenance services for an additional one year term covering the period January 29, 2014 to January 28, 2015 with a 3% increase from the previous year due to general business operating costs and will be absorbed in the current contract value. MLGW is requesting approval of continuous maintenance of the acquired system, which can only be performed by BancTec Incorporated.) (Jozelle Booker)

GENERAL COUNSEL DIVISION

(None)

HUMAN RESOURCES DIVISION

4. Resolution approving revisions to Human Resources Policy No. 23-13, Conflict of Interest/Employment in Secondary Jobs/Activities. (Jerry R. Collins, Jr./Von Goodloe)

INFORMATION SERVICES DIVISION

5. Resolution approving Change No. 3 to Contract No. 9626, Data Processing/License Agreement, with Innovation Data Processing, Incorporated, in the funded amount of \$6,884.00. (This change is to renew annual software maintenance, license, and support services with a 3.77% increase from the previous year. The increase is the result of increased labor costs for the support services portion of the contract. The term of the annual maintenance covers the period February 1, 2014 to January 31, 2015.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

PRESIDENT'S DIVISION

6. Resolution awarding Contract No. 11642, Environmental Consulting Services to BH&M Environmental Consultants, LLC, in the funded amount of \$2,300,000.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

PRESIDENT'S BRIEFING (Continued):

2. Human Resources Policy #22-13 - Sick Leave, Short-Term Disability and Long Term Disability Non-Occupational Injury/Illnesses - Rutha Griffin
3. Other - Jerry R. Collins, Jr.

ADDITIONAL MEETINGS

11:30 a.m.
Pension Board Meeting
Room 511

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12:30 p.m.
(or immediately following the Pension Board Meeting)
OPEB Investment Committee Meeting
Room 511