

**Alabaster Water Board
MINUTES
Regular Scheduled February 18, 2025**

The meeting began at approximately 6:05 p.m. in the Conference Room of Alabaster Water located at 200 Kent Stone Blvd. Secretary LaDonna Chapman called roll.

Present:

Bobby Harris, Chairman
Mike Allen, Vice Chairman
Rick Ellis, Director
Greg Farrell, Director
Stacy Rakestraw, Director

Attendees:

Laura Koon, General Manager
LaDonna Chapman, Finance and HR Manager
Michael Cain, Operations and Technology Manager
Brian Kilgore, Attorney

Agenda Topic Index:

Approval of Pre-Meeting Minutes
Approval of Regular Meeting Minutes
Financials
Resolution 01-021825-R Cut-Off Policy
Resolution 02-021825-R Payment Arrangement Policy
Dump Truck Bed Liner
Appointment of Nominating Committee
General Business

Topic: Approval of Pre-Meeting Minutes

Director Farrell made a motion to approve the Pre-Meeting minutes of January 21, 2025, as written. Director Rakestraw seconded the motion. All ayes. Motion carried.

Topic: Approval of Regular Meeting Minutes

Director Ellis made a motion to approve the Regular Meeting minutes of January 21, 2025, as written. Vice-Chairman Allen seconded the motion. All ayes. Motion carried.

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Topic: Financial Report

Ms. Chapman reported cash in bank of \$4,632,720, a debt service coverage ratio of 1.55, 201 days of cash on hand, metered water sales of \$705,357, total operating revenue \$785,816, total operating expenses of (\$636,805), other income and expenses of (\$230,156), a net loss before capital contributions of (\$53,427) for the month of January and a year-to-date net loss before capital contributions of (\$51,080). Ms. Chapman reported strong collections of water (99.60%), sewer (99.06%), garbage set-up (100.00%) and garbage (98.46%) fees for the month of January.

**Topic: Resolution 01-021825-R
Cut-Off Policy**

Manager Koon requested that the Board Adopt Resolution 01-021825-R to update the current Cut-Off Policy. Director Rakestraw made a motion to adopt Resolution 01-021825-R authorizing amendments to the Cut-Off Policy. Director Ellis seconded the motion. All ayes. Motion carried.

**Topic: Resolution 02-021825-R
Payment Arrangement Policy**

Manager Koon requested that the Board Adopt Resolution 02-021825-R Payment Arrangement Policy to formalize payment arrangement procedures. Vice-Chairman Allen made a motion to adopt Resolution 02-021825-R authorizing a Payment Arrangement Policy. Director Farrell seconded the motion. All ayes. Motion carried.

Topic: Dump Truck Bed Liner

Manager Koon requested that the Board approve the purchase of a bed liner for the dump truck at a total cost of \$5,048. Director Farrell made a motion to approve the purchase of a dump truck bed liner at a total cost of \$5,048. Director Rakestraw seconded the motion. Vote called. Chairman Harris, yes. Vice Chairman Allen, yes. Director Ellis, yes. Director Rakestraw, yes. Motion carried.

Topic: Appointment of Nominating Committee

Manager Koon requested that Chairman Harris appoint a Nominating Committee for the election of Board Officers. After Board discussion, it was determine a By-Law Committee would be appointed to update the By-Laws to elect officers in a non-election year. Chairman Harris appointed Director Farrell and Director Rakestraw to the By-Law Committee.

General Business

Manager Koon stated the next regular Board meeting will be held on March 18, 2025.

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Director Rakestraw made a motion to adjourn at 6:11 p.m. Vice Chairman Allen seconded the motion. Vote called. All ayes. Motion carried.


Chairman, Bobby Harris


Secretary, LaDonna Chapman