

**January 16, 7:00 P.M. at the District Office: 1951 Wellman Rd.**

Review calendar for year and make adjustments as necessary  
Finalize and submit: Emergency Water Supply Plan, Water Drought/Emergency Resolution, Cross Connection Policy, and Municipal Water Conservation Plan

**February 20, 7:00 P.M. at the District Office: 1951 Wellman Rd.**

Management's Discussion and Analysis (MD&A) review (with auditor present)  
Identify attendees for KRWA conference  
Assign voting delegate and alternate delegate for KRWA annual business meeting at KRWA conference  
Report from nominating committee

**March 19**

Annual Meeting - POSTPONED DUE TO COVID-19  
Regular Meeting - CANCELLED DUE TO COVID-19  
Hand out SSI forms (due at April meeting)

**April 16, 7:00 P.M. MEETING BY TELECONFERENCE**

Analyze rate for City of McLouth & LV#10  
KRWA conference notes from staff and Board members - CONFERENCE CANCELLED DUE TO COVID-19  
Review completed SSI forms - ANNUAL MEETING POSTPONED DUE TO COVID-19

**May 21, 7:00 P.M. MEETING BY TELECONFERENCE**

Review rate for City of McLouth & LV#10  
Review any proposed or planned major capital improvement projects  
Review changes on agreement for contract services (on call/maintenance services and emergency repairs)

**June 18, 7:00 P.M. MEETING BY TELECONFERENCE**

Meet with City of McLouth & LV#10 to advise of rate increase estimate (budgetary range)  
Set benefit unit rates for the year  
Finalize changes on agreement for contract services (on call/maintenance services and emergency repairs)

**July 16, 7:00 P.M. MEETING BY TELECONFERENCE**

Review bylaws and rules & regulations  
Review employee handbook

**August 20, 7:00 P.M. ANNUAL & REGULAR MEETING AT DISTRICT OFFICE & BY TELECONFERENCE**

Review water rates and monthly minimum (includes City of McLouth & LV#10)  
Review benefit unit application procedures  
Agreement for contract services (on call/maintenance services & emergency repairs) goes out for proposal

**September 17, 7:00 P.M. at the District Office: 1951 Wellman Rd. & BY TELECONFERENCE**

Set water rates and monthly minimum for next calendar year (includes City of McLouth & LV#10)  
Distribute district manager review form to Board members  
Proposal opening for agreement for contract services (on call/maintenance services and emergency repairs)

**October 15, 7:00 P.M. at the District Office: 1951 Wellman Rd.**

Begin budget discussions, review current budget and identify areas of concern  
Request fee schedule from engineer and attorney  
Employee reviews (by district manager)  
District manager review-first draft (by Board)  
Propose pay increase percentage  
Set dates for auditor to conduct audit & MD&A review (and sign engagement letter)

**November 19, 7:00 P.M. at the District Office: 1951 Wellman Rd.**

Second draft of budget to be finalized this month or in December  
District manager review-final draft (by Board)

**December 17, 7:00 P.M. at the District Office: 1951 Wellman Rd.**

Finalize budget  
Set feasibility study rates for the year  
Finalize pay increase percentage (to start January 1<sup>st</sup>)  
Nominating committee forms for annual election (newest elected directors)  
Determine location for annual meeting