

## **2025 PUBLIC BOARD MEETING CALENDAR**

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

Review calendar for year and adjust as necessary.

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

*Finalize & Submit: Emergency Water Supply Plan (06-17-2021), Municipal Water Conservation Plan (03-17-2022), Water Drought/Emergency Resolution (08-15-2019), Cross Connection Regulation (Exhibit A in R & R 08-19-2021), Source Water Protection Plan (12-16-2021), Emergency Response Plan*

Identify attendees for KRWA conference.

Assign voting delegate and alternate delegate for KRWA annual business meeting.

Report from nominating committee: DEADLINE TO SUBMIT WRITTEN NOMINATIONS ON FORM DESIGNATED BY THE BOARD

Review meter reader contract (every even year)

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

Annual Meeting

Regular Meeting

Request any changes to SSI forms and review form requirements

Meter reader contract goes out for proposal (every even year)

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

Analyze rate for City of McLouth & LV#10

KRWA conference notes from staff and Board members

Review SSI forms

Proposal review for meter reader contract (every even year)

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

Review rate for City of McLouth & LV#10

Review any proposed or planned major capital improvement projects

Review any proposed changes on agreement for contract services (on call/maintenance services and emergency repairs)

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

Meet with City of McLouth & LV#10 to advise of rate increase estimate (budgetary range)

Set benefit unit rates for the year

Finalize any proposed changes on agreement for contract services (new/on call/maintenance services and emergency repairs)

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

Review bylaws and rules & regulations

Review employee handbook

### **August 21, 7:00 P.M. at the District Office: 1951 Wellman Rd.**

Review and set water rates and monthly minimum for next calendar year (includes City of McLouth & LV#10)

Review benefit unit application procedures

Agreement for contract services (new/on call/maintenance services & emergency repairs) goes out for proposal

### **September 18, 7:00 P.M. at the District Office: 1951 Wellman Rd.**

Proposal review for agreement for contract services (new/on call/maintenance services and emergency repairs)

### **October 16, 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

Propose pay increase percentage

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

Second draft of budget to be finalized this month or in December

Annual District Review presented by Plant & Distribution Operations Manager & Office Operations Manager

Discuss Backflow Prevention Program

### **December 18, 7:00 P.M. at the District Office: 1951 Wellman Rd.**

City of McLouth & LV#10 contracts to be fully executed

Set dates for auditor to conduct audit (and sign engagement letter)

Set feasibility study rates for the year

Nominating committee forms for annual election (newest elected directors)