OWASA Board of Directors – 12 Month Board Meeting Schedule (May 5, 2023)

Meeting Date	Agenda Items		Committee Meetings & Other Board Items
May 11 2023	Public Hearings – FY 24 Budget and Rates Quarter Report on Attendance at BOD Meetings Q3 Financial Report Formal Purchase of Crew Projects Package 1 Materials Authorize ED to Execute Amendment #2 MOA for WIP Accepting a Grant from the State of NC & Authorizing the ED to Execute and Administer All Grant Documents Approve Employee Insurance Renewals Update on Employee Pay & Classification Study CS - ED Annual Review	0 0	Doard Items
June 8 2023	(Tentative) Proposed Siting of Orange County Waste and Recycling Center on OWASA Land (Tentative) Approve Local Water Supply Plan & Water Shortage Response Plan Bylaws Amendment Regarding Committees ED Compensation Resolution Honoring the Service of Ray DuBose Approve FY 24 Budget and Rates Planning BOD Self-Assessment Changing the Timing of the Board Reviews of ED & GC to Annual from Semiannual Election of Officers	0 0 0	Annual update for CTC (TBD)
July 13 2023	Quarter Report on Attendance at BOD Meetings Review Proposed ED Work Plan Update on PFAS CS – Prepare GC Annual Review (TBD)	0	Welcome new Board Members
August 10 2023	CIP Semiannual Report CS – GC Annual Review (TBD)	0	
September 14 2023	Preliminary 12 Month Financial Report (Tentative) Adopt Preliminary Resolution for Series 2023 Bond Issue and Approve Financing Team Disposal of Surplus Personal Property EEO/Affirmative Action Report & D&I Update Approve GC Engagement	0 0 0	
October 12 2023	Annual Meeting of the Board – Annual Report and Financial Audit Quarter Report on Attendance at BOD Meetings Operating Trends Report (Tentative) Adopt Series Resolution for Series 2023 Bond Issue	0 0	
November 9 2023	Q1 Financial Report CS – Prepare for ED Interim Review (TBD)	0	
December 14 2023	CS – ED Interim Performance Review (TBD)	()	
January 11 2024	Quarter Report on Attendance at BOD Meetings Approve Audit Firm Contract FY 25 Budget Calendar and Assumptions	0 0	
February 8 2024	Q2 Financial Report CIP Semiannual Report Department Managers FY 25 Budget Presentation Strategic Plan Update	0 0 0 0	Annual Update to BOCC (TBD)

OWASA Board of Directors – 12 Month Board Meeting Schedule (May 5, 2023)

Meeting Date	Agenda Items		Committee Meetings & Other Board Items
	CS – Prepare for GC Interim Review (TBD)		
March 14	Set Date for Public Hearings on FY 25 Budget & Rates	()	
2024	FY 25 Draft Budget and Rate Adjustment	()	
	CS – GC Interim Review (TBD)	()	
April 11	Quarter Report on Attendance at BOD Meetings	()	
2024	Draft FY 25 Budget and Authorize Staff to Publish FY 25 Budget and Rate Information	O	
	BOD Eligible for Nominations to Election as Board Officers (include Officer descriptions & term discussion)	O	
	Planning BOD Self-Assessment	()	
	CS – Prepare ED Annual Review	O	

The 12 Month Board Meeting Schedule shows priority efforts the Board and staff plan to consider during the next twelve months. The schedule also shows annual updates to the Board which will be distributed on the consent agenda. This schedule does not show all the items the Board may consider in a meeting. The 12 Month Board Meeting Schedule will be reviewed and updated by the Board each month.

The OWASA Board determines which topics it wants to explore as a full Board and which topics it wants to assign to Board committees or committee chairs for further analysis and development of recommendations. Board also determines priorities and desired timeframes for addressing topics. Committee meetings will be updated on the schedule routinely.

<u>Abbreviations Used in Draft Schedule:</u>

()	Recurring agenda item (generally these	LRWSP	Long-Range Water Supply Plan
	are "required" items)	MOA	Memorandum of Agreement
BOCC	Orange County Board of County	MWBE	Minority/Women-owned Business
	Commissioners		Enterprises
BOD	Board of Directors	MST	Mountains-to-Sea Trail
CCR	Cane Creek Reservoir	MFMM	Multi-Family Master Meter
CE	Community Engagement	NCDOT	North Carolina Department of
CEP	Community Engagement Plan		Transportation
CHTC	Chapel Hill Town Council	NRTS	Natural Resources and Technical Services
CIP	Capital Improvements Program	OC	Orange County
COLA	Cost of Labor Adjustment	Q	Quarter
CS	Closed Session of the Board	RFP	Request for Proposals
CTC	Carrboro Town Council	SRF	State Revolving Fund
CY	Calendar Year	SOW	Scope of Work
D&I	Diversity and Inclusion	TBD	To Be Determined
ED	Executive Director	WIP	Western Intake Partnership
EEO	Equal Employment Opportunity	WTP	Water Treatment Plant
EPA	Environmental Protection Agency	WWTP	Wastewater Treatment Plant
FY	Fiscal Year		
GC	General Counsel		
HR	Human Resources		
JL	Jordan Lake		
KPI	Key Performance Indicator		