

OWASA Board of Directors – 12 Month Board Meeting Schedule (September 5, 2024)

Meeting Date	Agenda Items		Committee Meetings & Other Board Items
September 12 2024	Report for Material Procurement for Clark Lake Road Water Main Replacement Report for Chemical Procurement for Water and Wastewater Treatment Processes Disposal of Surplus Personal Property DEIB Update & EEO/Affirmative Action Report CIP Semiannual Report Preliminary 12 Month Financial Report Quarterly Report on Attendance at BOD Meetings FY 24 Budget Amendment Review Proposed ED Work Plan Resolution Accepting LCRR Inventory Funding Resolution Accepting an Increase in SRF Loan for West Cameron Water Main Project Resolution Honoring the Service of Mary Darr Update on Service Line Inventory and Replacement Program	 () () () () () () 	
October 10 2024	Annual Meeting of the Board – Annual Report and Financial Audit Quarterly Report on Attendance at BOD Meetings Award Gravity Sewer Rehabilitation Package 14 Construction Project Discuss Scope of Rate Study CS - Cybersecurity Update	() () ()	BOD D&I Training (TBD)
November 14 2024	Q1 Financial Report Operating Trends Report Update on Plan to Charge Service Charges on Vacant Properties CS – Prepare for ED & GC Interim Performance Review	() () ()	BOD D&I Training (TBD)
December 12 2024	CS – ED & GC Interim Performance Review	()	
January 9 2025	Quarterly Report on Attendance at BOD Meetings Approve Audit Firm Contract Update on PFAS FY 26 Budget Calendar and Assumptions and Review of OWASA's Financial Management Policy	() () ()	
February 13 2025	CIP Semiannual Report Q2 Financial Report Department Directors FY 26 Budget Planning Presentation Strategic Plan Update	() () () ()	Annual Update to BOCC (TBD)
March 13 2025	Set Date for Public Hearings on FY 26 Budget & Rates FY 26 Draft Budget and Rate Adjustment	() ()	
April 10 2025	Quarterly Report on Attendance at BOD Meetings Draft FY 26 Budget and Authorize Staff to Publish FY 26 Budget and Rate Information (Tentative) West Rosemary Street Water Line Construction Project Award BOD Eligible for Nominations to Election as Board Officers (include Officer descriptions & term discussion) CS – Prepare ED & GC Annual Performance Review	() () () ()	
May 8 2025	Public Hearings – FY 26 Budget and Rates Q3 Financial Report	() ()	Annual Update to CTC (TBD)

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	Approve Employee Insurance Renewals CS – ED & GC Annual Performance Review	() ()
June 12 2025	ED Compensation Approve GC Engagement Approve FY 26 Budget and Rates Election of Officers	() () () ()
July 10 2025	Quarterly Report on Attendance at BOD Meetings Review Proposed ED Work Plan	() ()
August 14 2025	TBD	

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.

Abbreviations Used in Draft Schedule:

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