

## MEMORANDUM

TO: Board of Trustees  
FROM: Diana Wilson  
DATE: 12-18-17  
RE: Water Works Board of Trustees Meetings for 2018

Here is a list of the dates for Board of Trustees meetings for 2018. Each meeting is suggested to be on the third Monday of each month, except for the special meetings in November and December. The later January meeting is recommended to allow creditors additional time to get any remaining 2017 bills to us and the February meeting is changed due to the fact that the third Monday is Presidents Day and all city offices will be closed.

The added meeting on November 5<sup>th</sup> is for budget study and December 6<sup>th</sup> is for the public hearing and a resolution adopting the budget for 2019. According to state law, the budget must be adopted at least 20 days before it is to become effective.

January 22 (for finalizing 2017 accounting)  
February 20 (Monday is President's Day & office closed)  
March 19  
April 16  
May 21  
June 18  
July 16  
August 20  
September 17  
October 22  
November 5  
November 19  
December 6  
December 17