



Barr Engineering Company
4700 West 77th Street • Minneapolis, MN 55435-4803
Phone: 952-832-2600 • Fax: 952-832-2601 • www.barr.com An EEO Employer

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Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Agenda Item 4E – Review Format of BCWMC’s Annual Report
Date: March 11, 2010
Project: 23/27 051 2009 072

4E. Review Format of BCWMC’s Annual Report

Recommended/requested Commission actions:

1. Provide feedback regarding current format of the BCWMC annual report.

Review Format of BCWMC’s Annual Report

At their February 18, 2010 meeting, the Commission requested that the March meeting agenda include a review and discussion of the annual report format. New for the 2008 annual report (prepared in 2009) was the addition of an Executive Summary to the beginning of the report; the format of the remainder of the report remained the same. The 2008 annual report can be accessed on the BCWMC website:

<http://www.bassettcreekwmo.org/Annual%20Reports/AnnualReportsHomepage.htm>