

Bassett Creek Watershed Management Commission
Administrative Options Subcommittee
Monday, April 12, 2004, 6:00 PM
Golden Valley City Hall

Members present:	Pauline Langsdorf	Commissioner, City of Crystal
	Mayor Linda Loomis	Commissioner, City of Golden Valley
	Karla Peterson	Commissioner, City of Robbinsdale
	Elizabeth Thornton	Commissioner, City of Plymouth
	Bill Yaeger	Commissioner, City of Minnetonka
Observers present:	Nancy Azzam	League of Woman Voters
	Ginny Black	Council person, City of Plymouth
	David Hanson	Alternate Commissioner, City of Golden Valley
	John O'Toole	Commissioner, City of Medicine Lake

Bill Yaeger was nominated as chair of the subcommittee and was elected by unanimous vote.

Liz Thornton volunteered to take minutes for the subcommittee.

The discussion began with exploration of WHY this subcommittee was formed and what are the needs that we should address.

The administrative options may include any or some of the following:

- Executive Director
- Gatekeeper
- May not be full time
- May be shared with another WMO or a member city
- Person would need some expertise in water issues

The members of the subcommittee need to look at needs, duties, qualifications.

Ginny Black had gathered information from some WMOs and watershed districts about duties of their executive directors/administrators.

BCWMC Chair O'Toole suggested we consider

- (1) what success would look like and
- (2) what failure would look like.

Discussion of the need to look at the administration of the BCWMC involved concern about the budget, accountability, responsible spending of public dollars, possible collaboration with other WMOs as well as between the cities in the joint powers, and a responsiveness to member cities and the public.

The following issues are the concerns of the subcommittee:

- * **Dollars**; getting the most value for our money
- * **Accountability**; being accountable for the dollars
- * **Collaboration**; being responsive and working collaboratively with cities and other watersheds

A concern was expressed about the records for BCWMC. They are public records and the housing of these records would also be an aspect of the administrative organization. Public records should be accessible without paying a fee

There are some possible things that could go wrong such as a higher cost, hiring the wrong person, an executive director who would just take over, no accountability or oversight of the director, lack of confidence in the person.

Subcommittee members will, before the next meeting

List what items from the examples of existing WMO administrators we should consider

Let other members of the committee know if you contact someone in another WMO so there will be no duplication of contact.

Check the items on Barr invoices for examples of administrative things that are not engineering items.

The next subcommittee will be Monday, May 17, 2004, 6:00 PM at Golden Valley City Hall.

Minutes submitted: Elizabeth Thornton