

<b>BCWMC 2026 Administrative Calendar (Not a complete list of meeting items)</b>	
<b>JANUARY 15<sup>TH</sup></b> <b>8:30 a.m.</b> <b>Golden Valley City Hall</b>	Consider resolutions to transfer funds
	Consider budget amendment for engineering services for Bassett Creek Restoration Project
	Receive update from WMWA Conservation Specialist
	Consider TAC recommendations
<b>FEBRUARY 19<sup>th</sup></b> <b>8:30 a.m.</b> <b>Golden Valley City Hall</b>	Elect Officers – Chair, Vice Chair, Secretary, Treasurer
	Appoint Committee Members – Budget, Administrative Services, Education, Technical Advisory Committee liaisons (see committee descriptions below)
	Designate <i>Finance and Commerce</i> as the Official News Publication of the Commission
	Designate depositories and approve electronic funds transfer resolution
	Adopt Data Practices Policy
	Review of open meeting law
	Review Roles and Responsibilities Document
	Approve engagement letter for 2025 financial audit
	Review staff evaluations
<b>MARCH 19<sup>th</sup></b> <b>8:30 a.m.</b> <b>Golden Valley City Hall</b>	Review status of 2026 Operating Budget
	Consider H&H modeling project updated budget, funding, timing
<b>APRIL 16<sup>th</sup></b> <b>8:30 a.m.</b> <b>Golden Valley City Hall</b>	Review 2025 Annual Report
	Approve not to waive monetary limits on municipal tort liability
	Consider adoption of 2026 – 2035 Watershed Management Plan
	Consider submitting RFP for assessment of organizational structure and funding mechanisms
<b>MAY 15<sup>th</sup></b> <b>8:30 a.m.</b> <b>Golden Valley City Hall</b>	Review 2027 draft operating budget
	Consider Resolutions for MN Association of Watershed Districts
	Review draft feasibility study for Lagoon Dredging Project
	Accept 2025 financial audit

<b>JUNE 18<sup>th</sup>, Golden Valley City Hall</b>	Review final feasibility study for Lagoon Dredging Project
	Approve 2027 operating budget and submit to cities for review
	Approve maximum 2027 levy request for Hennepin County
	Consider proposal for Commission insurance
	Review 2025 Water Monitoring results
	Review status of 2026 Operating Budget
<b>JULY 16<sup>th</sup> 8:30 a.m. Golden Valley City Hall</b>	Set Public Hearing for September 17 <sup>th</sup> on 2027 CIP project: Lagoon Dredging Project
	Appoint delegates to MN Watersheds Resolutions meeting
<b>AUGUST 20<sup>th</sup> 8:30 a.m. Golden Valley City Hall</b>	Approve final 2027 Operating Budget
	Review Scope of Work for feasibility studies for 2028 CIP projects
<b>SEPTEMBER 17<sup>th</sup> 8:30 a.m. Golden Valley City Hall</b>  <b>PUBLIC HEARING</b>	Hold public hearing on 2027 CIP project: Lagoon Dredging Project
	Certify final 2027 levy costs to Hennepin County
	Review status of 2026 Operating Budget
<b>OCTOBER - TBD 8:30 a.m. Golden Valley City Hall</b>	
	Consider Administrator and Commissioner attendance at MN Watersheds Conference
<b>WEDNESDAY NOVEMBER 18<sup>th</sup> 8:30 a.m. Golden Valley City Hall</b>	Appoint MN Watersheds Annual meeting delegates
	Determine staff evaluation and proposal solicitation process
<b>DECEMBER 17<sup>th</sup> 8:30 a.m. Golden Valley City Hall</b>	Receive report on MN Watersheds Annual Meeting
	Update contract for WOMP services

<b>CONTRACTS and AGREEMENTS</b>	<p>Met Council – Watershed Outlet Monitoring Program (WOMP)</p> <p>Met Council – Citizen Assisted Monitoring Program (CAMP)</p> <p>Stantec – WOMP monitoring</p> <p>HDR – Website maintenance and hosting + website updates and ADA compliance</p> <p>Keystone Waters – Administrator</p>
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<p>City of Plymouth – Financial Services  Barr Engineering – General Technical Services  Kennedy &amp; Graven – Legal Services  LB Carlson – Financial Audit  Three Rivers Park District – Medicine Lake Activities</p>
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<b>BCWMC Committees</b>	
<p><b>Budget Committee</b></p> <p>Meetings:  March  April  As needed</p>	<p><b>KEY ROLE:</b> Develop annual Operating Budget &amp; City Assessments</p> <ul style="list-style-type: none"> <li>• Review ideas and staff recommendations for 2027 programs/budget items</li> <li>• Develop and recommend 2027 operating budget and city assessments</li> <li>• Timeline: <ul style="list-style-type: none"> <li>○ March and April committee develops recommendation on 2027 budget</li> <li>○ May Commission meeting: submit draft recommendations</li> <li>○ June Commission meeting: approval of proposed 2027 budget/assessments</li> <li>○ July 1 – August 1: Cites review proposed budget/assessments and provide comments</li> <li>○ August Commission meeting: final approval of 2027 budget/assessments</li> </ul> </li> </ul>
<p><b>Education Committee</b></p> <p>Meetings:</p>	<p><b>KEY ROLE:</b> Develop annual Education and Outreach Plan, assist with outreach and education events</p> <ul style="list-style-type: none"> <li>• Discuss options for education programs, trainings, and partnerships</li> <li>• Consider developing signage for key locations in watershed</li> <li>• Assist with outreach at education events</li> <li>• Cooperate on West Metro Water Alliance activities</li> </ul>
<p><b>Administrative Services Committee</b>  January 12, 2026</p>	<p><b>KEY ROLE:</b> Guide development of policy and overall processes of Commission; evaluate staff</p> <ul style="list-style-type: none"> <li>• Evaluate staff and report results</li> <li>• Develop plans for enhanced commissioner engagement</li> <li>• Develop plans for improving staff capacity and succession planning</li> <li>• Shepard the project to assess organizational structure and funding mechanisms</li> </ul>
<p><b>Technical Advisory Committee</b>  Typically meets at 10:30 on the first Wednesday of the month, Wirth Lake Room, Brookview  January 7 (Plymouth)  No February meeting  March 4</p>	<p><b>KEY ROLE:</b> Provide guidance and recommendations and assist with developing policies related to technical aspects of Commission projects and activities.</p> <ul style="list-style-type: none"> <li>• Recommend projects and assist with development of 5-year Capital Improvement Program</li> <li>• Review results of projects or studies as requested by Commission</li> <li>•</li> </ul>