

<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
	Appoint additional committee members
	Consider amendment to project budget and cooperative agreement for Ponderosa Woods Restoration Project
	Consider H&H modeling project updated budget, funding, timing
	Review results of Lagoon Dredging Project open house and potential feasibility scope amendment
	Consider 60% designs for Double Box Culvert Project
<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
	Consider agreement w/ Crystal for Street Sweeper cost share
	Consider amendment agreement for Ponderosa Woods project; review annual report; consider final reimbursement request

<b>MAY 21<sup>st</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
	Review draft feasibility study for Crane Lake Chloride Reduction Demonstration Project
	Consider options for funding H&H model conversion and update project
<b>JUNE 18<sup>th</sup>, Golden Valley City Hall</b>	Review final feasibility study for Lagoon Dredging Project
	Review final feasibility study for Crane Lake Chloride Reduction Demonstration Project
	Consider 90% plans for Double Box Culvert Repair Project
	Review 5-year CIP
	Approve maximum 2027 levy request for Hennepin County
	Consider proposal for Commission insurance
	Review status of 2026 Operating Budget
<b>JULY 16<sup>th</sup></b> <b>8:30 a.m.</b> <b>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
	Review 2025 financial audit
	Review 2025 Water Monitoring results
	Review WMWA bylaws, budgeting, and future structure
<b>AUGUST 20<sup>th</sup></b> <b>8:30 a.m.</b> <b>Golden Valley City Hall</b>	Approve final 2027 Operating Budget
	Review Scope of Work for feasibility studies for 2028 CIP projects
	Consider awarding contract for Double Box Culvert Repair Project
<b>SEPTEMBER 17<sup>th</sup></b> <b>8:30 a.m.</b> <b>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 22<sup>nd</sup></b> <b>(4<sup>th</sup> Thurs)</b> <b>8:30 a.m.</b>	Consider Administrator and Commissioner attendance at MN Watersheds Conference

<b>Golden Valley City Hall</b>	
<b>WEDNESDAY NOVEMBER 18<sup>th</sup> 8:30 a.m. TBD</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>	Met Council – Watershed Outlet Monitoring Program (WOMP) Met Council – Citizen Assisted Monitoring Program (CAMP) Stantec – WOMP monitoring HDR – Website maintenance and hosting + website updates and ADA compliance Keystone Waters – Administrator City of Plymouth – Financial Services Barr Engineering – General Technical Services Kennedy & Graven – Legal Services LB Carlson – Financial Audit Three Rivers Park District – Medicine Lake Activities
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<b>BCWMC Committees</b>	
<b>Budget Committee</b>  Meetings: April May As needed	<b>KEY ROLE:</b> Develop annual Operating Budget & City Assessments <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>○ April &amp; May committee develops recommendation on 2027 budget</li> <li>○ May Commission meeting: review initial committee recommendations</li> <li>○ June Commission meeting: approve 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>
<b>Education Committee</b>  Meetings:	<b>KEY ROLE:</b> Develop annual Education and Outreach Plan, assist with outreach and education events <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>
<b>Administrative Services Committee</b> January 12, 2026	<b>KEY ROLE:</b> Guide development of policy and overall processes of Commission; evaluate staff <ul style="list-style-type: none"> <li>• Evaluate staff and report results</li> </ul>

<p>1<sup>st</sup> Wednesday of the Month at 12:00 p.m., Brookview starting March 4, 2026  March 30, 2026  May 6, 2026  June 3, 2026</p>	<ul style="list-style-type: none"> <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</p> <p>January 7, 2026 (Plymouth)  No February meeting  March 4, 2026  April 30, 2026 (1:00 p.m.)</p>	<p>KEY ROLE: 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>• Review requests for Channel Maintenance Funds</li> <li>• Develop checklist for linear project reviews</li> </ul>