| BCWMC 2026 Administrative Calendar<br>(Not a complete list of meeting items) | |
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| **JANUARY 15TH**<br>**8:30 a.m.**<br>**Golden Valley City Hall** | 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 |
| **FEBRUARY 19th**<br>**8:30 a.m.**<br>**Golden Valley City Hall** | Elect Officers – Chair, Vice Chair, Secretary, Treasurer |
| | Appoint Committee Members – Budget, Administrative Services, Education, Technical Advisory Committee liaisons (see committee descriptions below) |
| | Designate *Finance and Commerce* 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 |
| **MARCH 19th**<br>**8:30 a.m.**<br>**Golden Valley City Hall** | 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 |
| **APRIL 16th**<br>**8:30 a.m.**<br>**Golden Valley City Hall** | 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 |

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| **MAY 21st 8:30 a.m. Golden Valley City Hall** | 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 |
| **JUNE 18th, Golden Valley City Hall** | 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 |
| **JULY 16th 8:30 a.m. Golden Valley City Hall** | Set Public Hearing for September 17th on 2027 CIP projects |
| | Appoint delegates to MN Watersheds Resolutions meeting |
| | Review 2025 financial audit |
| | Review 2025 Water Monitoring results |
| | Review status of 2026 Operating Budget |
| | Consider contract for Communications and Administrative Assistant |
| **AUGUST 20th 8:30 a.m. Golden Valley City Hall** | Approve final 2027 Operating Budget |
| | Elect new secretary |
| | Review WMWA update and consider updated agreement |
| | Receive update and recommendations from new Communications & Outreach Coordinator |
| **SEPTEMBER 17th 8:30 a.m. Golden Valley City Hall**<br><br>**PUBLIC HEARING** | Hold public hearing on 2027 CIP projects |
| | Certify final 2027 levy costs to Hennepin County |
| | Consider 90% designs for Sochacki Park Water Quality Improvement Project |
| | Consider awarding contract for Double Box Culvert Repair Project |

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| | Review Scope of Work for feasibility studies for 2028 CIP projects and Wirth Lake Aeration Study |
| **OCTOBER 22nd (4th Thurs) 8:30 a.m. Golden Valley City Hall** | Consider approval of Theodore Wirth Hydrology Study |
| | Consider conflict of interest avoidance related to review of local water plans |
| | Consider Administrator and Commissioner attendance at MN Watersheds Conference |
| | Consider Scope or work and budget for engineering services for Phase II Lagoon Dredging Project |
| | Consider budget adjustment for engineering services for Bassett Creek Restoration Project |
| | Consider budget amendment for Northwood and Lost Lake TMDL assistance |
| **WEDENESDAY NOVEMBER 18th 8:30 a.m. TBD** | Appoint MN Watersheds Annual meeting delegates |
| | Determine staff evaluation and proposal solicitation process |
| | Consider 60% designs for Phase II Plymouth Creek Restoration Project |
| | Consider scope and budget for subwatershed assessment for Lost and Northwood Lakes |
| | Review hydrologic model conversion results and TAC recommendations for future steps |
| | Receive street sweeping report and consider reimbursement request from Golden Valley |
| **DECEMBER 17th 8:30 a.m. Golden Valley City Hall** | Receive report on MN Watersheds Annual Meeting |
| | Receive final report & reimbursement request for Bryn Mawr Water Quality Improvement Project |
| | Consider recommendation from Education Committee and review 2027 education work plan |
| | Receive recommendations on carp management in Schaper Pond and Sweeney Lake |
| | Update contract for WOMP services |
| | Receive presentation from Metro Blooms |

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| **CONTRACTS and AGREEMENTS** | Met Council – Watershed Outlet Monitoring Program (WOMP)<br>Met Council – Citizen Assisted Monitoring Program (CAMP)<br>Stantec – WOMP monitoring<br>HDR – Website maintenance and hosting + website updates and ADA compliance<br>Keystone Waters – Administrator<br>City of Plymouth – Financial Services<br>Barr Engineering – General Technical Services<br>Kennedy & Graven – Legal Services |

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| | LB Carlson – Financial Audit<br>Three Rivers Park District – Medicine Lake Activities<br>Bolton & Menk – Parkers Lake Chloride Reduction Project<br>Strategic Consulting and Coaching – Organizational Assessment Project |

| BCWMC Committees | |
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| **Budget Committee**<br><br>Meetings:<br>April<br>May<br>As needed | KEY ROLE: Develop annual Operating Budget & City Assessments<br><br>• Review ideas and staff recommendations for 2027 programs/budget items<br>• Develop and recommend 2027 operating budget and city assessments<br>• Timeline:<br>o April & May committee develops recommendation on 2027 budget<br>o May Commission meeting: review initial committee recommendations<br>o June Commission meeting: approve proposed 2027 budget/assessments<br>o July 1 – August 1: Cites review proposed budget/assessments and provide comments<br>o August Commission meeting: final approval of 2027 budget/assessments |
| **Education Committee**<br><br>Meetings: | KEY ROLE: Develop annual Education and Outreach Plan, assist with outreach and education events<br>• Discuss options for education programs, trainings, and partnerships<br>• Consider developing signage for key locations in watershed<br>• Assist with outreach at education events<br>• Cooperate on West Metro Water Alliance activities |
| **Administrative Services Committee**<br>1st Wednesday of the Month starting at 12:00 p.m.<br>January 12, 2026<br>Brookview<br>March 4, 2026<br>March 30, 2026<br>May 6, 2026<br>June 3, 2026<br>June 26, 2026<br>September 2, 2026<br>October 7, 2026<br>November 4, 2026 | KEY ROLE: Guide development of policy and overall processes of Commission; evaluate staff<br>• Evaluate staff and report results<br>• Develop plans for enhanced commissioner engagement<br>• Develop plans for improving staff capacity and succession planning<br>• Shepard the project to assess organizational structure and funding mechanisms<br>• Review position description and resumes and assist with interviews for Communications and Administrative Assistant<br>• Develop policy or program for public-private partnerships |
| **Technical Advisory Committee**<br>Typically meets at 10:30 on the first Wednesday of the month, Wirth Lake Room, Brookview<br><br>January 7, 2026 (Plymouth)<br>No February meeting<br>March 4, 2026<br>April 30, 2026<br>June 3, 2026<br>No July meeting | KEY ROLE: Provide guidance and recommendations and assist with developing policies related to technical aspects of Commission projects and activities.<br>• Recommend projects and assist with development of 5-year Capital Improvement Program<br>• Review results of projects or studies as requested by Commission<br>• Review requests for Channel Maintenance Funds<br>• Develop checklist for linear project reviews<br>• Discuss Crane Lake Chloride Reduction Demonstration Project implementation options<br>• Discuss formation of Medicine Lake Task Force |

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| No August meeting<br>Sept 2, 2026<br>October 7, 2026<br>November 10, 2026 (Plymouth) | • Discuss streambank surveys<br>• Review results of H&H model conversion |