

BCWMC 2026 Administrative Calendar (Not a complete list of meeting items)	
JANUARY 15TH 8:30 a.m. 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 8:30 a.m. 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 <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
MARCH 19th 8:30 a.m. 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 8:30 a.m. 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
MAY 21st 8:30 a.m.	Review 2027 draft operating budget

Golden Valley City Hall	Consider Resolutions for MN Association of Watershed Districts
	Review draft feasibility study for Lagoon Dredging Project
	Consider 90% plans for Double Box Culvert Repair Project
	Accept 2025 financial audit
JUNE 18th, Golden Valley City Hall	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
JULY 16th 8:30 a.m. Golden Valley City Hall	Set Public Hearing for September 17 th on 2027 CIP project: Lagoon Dredging Project
	Appoint delegates to MN Watersheds Resolutions meeting
AUGUST 20th 8:30 a.m. Golden Valley City Hall	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
SEPTEMBER 17th 8:30 a.m. Golden Valley City Hall PUBLIC HEARING	Hold public hearing on 2027 CIP project: Lagoon Dredging Project
	Certify final 2027 levy costs to Hennepin County
	Review status of 2026 Operating Budget
OCTOBER 22nd (4th Thurs) 8:30 a.m. Golden Valley City Hall	
	Consider Administrator and Commissioner attendance at MN Watersheds Conference
WEDNESDAY NOVEMBER 18th 8:30 a.m. TBD	Appoint MN Watersheds Annual meeting delegates
	Determine staff evaluation and proposal solicitation process
DECEMBER 17th 8:30 a.m.	Receive report on MN Watersheds Annual Meeting
	Update contract for WOMP services

Golden Valley City Hall	

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

