

| BCWMC FY2021 Administrative Calendar (Not a complete list of meeting items) | |
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| FEBRUARY 18th 8:30 a.m. Via Zoom | Elect Officers – Chair, Vice Chair, Secretary, Treasurer |
| | Appoint Committee Members – Budget, Administrative Services, Education, Technical Advisory Committee liaisons (see committee descriptions below) |
| | Designate official depositories |
| | Designate <i>Finance and Commerce</i> as the Official News Publication of the Commission |
| | Review year-end financial report |
| | Review of open meeting law |
| | Commissioners complete conflict of interest forms for auditor |
| | Adopt Data Practices Policy |
| | Review Letters of Interest Proposals for Legal and Engineering Services |
| | Approve Proposal with Redpath for Accounting Services |
| MARCH 18th 8:30 a.m. Via Zoom | Consider TAC recommendations on 5-year CIP |
| | Set public hearing for minor plan amendment, if needed |
| | Approve agreement for CLP control |
| | Consider updated contracts with Barr Engineering and Kennedy & Graven |
| APRIL 15th 8:30 a.m. Via Zoom | Review Education Committee Recommendations |
| | Accept FY2020 financial audit |
| | Approve agreement with Met Council (CAMP), and Hennepin County (AIS Prevention and Opportunity Grants) |
| MAY 20th Public Hearing 8:30 a.m. Via Zoom | Approve annual report |
| | Approve not to waive monetary limits on municipal tort liability |
| | Hold public hearing on minor watershed plan amendment |
| | Review proposal from Commission Engineer for Bryn Mawr Project design |
| | Review draft feasibility studies for Medley Park Stormwater Treatment Facility and SEA School-Wildwood Park Flood Reduction Project |
| | Review 2022 draft operating budget |
| JUNE 17th 8:30 a.m. Via Zoom | Approve feasibility studies and choose option(s) to implement for Medley Park Stormwater Treatment Facility and SEA School-Wildwood Park Flood Reduction Project |

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| | Approve Proposed 2022 Operating Budget and submit to cities for review |
| | Review status of 2021 operating budget |
| | Consider agreement with MPRB and MPLS for Bryn Mawr Water Quality Improvement Project |
| | Consider proposal to develop feasibility study for Beacon Heights 2 nd Addition Stormwater Improvement Project |
| | Approve maximum 2022 levy request for Hennepin County |
| JULY 15th 8:30 a.m. Via Zoom | Set Public Hearing on 2022 CIP projects |
| | Review PRAP report from BWSR |
| | Review 2020 Water Monitoring Results |
| | Consider Resolutions for MN Association of Watershed Districts |
| AUGUST 19th 8:30 a.m. Via Zoom | Approve final 2022 Operating Budget |
| | Review 90% Plans for Parkers Lake Drainage Improvement Project and Mt. Olivet Stream Restoration Project |
| | Consider TAC recommendations (from July 29 th TAC meeting) |
| | Adopt Minor Plan Amendment |
| | Consider submitting resolutions for MAWD Legislative Platform |
| | Receive report on Salt Symposium |
| PUBLIC HEARING SEPTEMBER 16th 8:30 a.m. Tentative In-person, Plymouth Maint. Facility | Public Hearing on 2022 CIP Projects |
| | Approve Resolution ordering 2022 CIP Projects |
| | Approve agreements for 2022 CIP Projects |
| | Certify 2022 levy costs to Hennepin County |
| | Review options for long term carp control in Schaper Pond and Sweeney Lake |
| OCTOBER 21st 8:30 a.m. Tentative In-person, Plymouth Maint. Facility | Review 50% Plans for Main Stem Lagoon Dredging Project (maybe be later in year) |
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| WEDNESDAY NOVEMBER 17th | Appoint MAWD delegates and consider requests to attend MAWD Conference |

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| 8:30 a.m. Tentative In-person, Plymouth Maint. Facility | Consider TAC recommendations and/or begin 5-year CIP development process; assign committee and/or set date for TAC-Commission workshop- see approved process here . |
| | Review status of 2021 Operating Budget |
| DECEMBER 16th 8:30 a.m. Tentative In-person, Plymouth Maint. Facility | Receive update on MAWD Annual Meeting |
| | Review results of staff evaluation |
| January 20, 2022 8:30 a.m. In-person, location TBD | Approval of Resolution to Transfer Funds from CIP Account to Administrative Account |
| | Approval of Resolution to Transfer Funds from Administrative Account to Channel Maintenance Fund, Long-Term Maintenance Fund, Next Generation Plan Development Fund |
| | Approval of contracts for 2021 work |
| | Approval of FCP inspection reports |

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| CONTRACTS and AGREEMENTS | Met Council – Watershed Outlet Monitoring Program (WOMP) Met Council – Citizen Assisted Monitoring Program (CAMP) Wenck Associates – WOMP monitoring HDR – Website maintenance and hosting Hennepin County – River Watch Program Keystone Waters – Administrator We All Need Food & Water – Administrative and Educational Services Barr Engineering – General Technical Services Kennedy & Graven – Legal Services |
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| BCWMC Committees | |
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| Budget Committee Meetings: March 22, 2021 April Additional as needed | KEY ROLE: Develop annual Operating Budget & City Assessments <ul style="list-style-type: none"> • Review ideas and staff recommendations for 2022 programs/budget items • Develop and recommend 2022 operating budget and city assessments • Timeline: <ul style="list-style-type: none"> ○ March and April committee develops recommendation on 2022 budget ○ May Commission meeting: submit draft recommendations ○ June Commission meeting: approval of proposed 2022 budget/assessments ○ July 1 – August 1: Cites review proposed budget/assessments and provide comments ○ August Commission meeting: final approval of 2022 budget/assessments |
| Education Committee Meetings: March 22, 2021 Others as needed | KEY ROLE: Develop annual Education and Outreach Plan, assist with outreach and education events <ul style="list-style-type: none"> • Discuss options for education programs, trainings, and partnerships • Develop 2021 education and outreach plan and present at March |

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| | <p>or April Commission meeting</p> <ul style="list-style-type: none"> ○ Assist with implementation of plan, as needed ○ Assist with outreach at education events <ul style="list-style-type: none"> ● Recommend further improvements to BCWMC website ● Represent Commission on West Metro Water Alliance |
| <p>Administrative Services Committee Meetings as needed & Oct or Nov for staff evaluation</p> | <p>KEY ROLE: Guide development of policy and overall processes of Commission; evaluate staff</p> |
| <p>Technical Advisory Committee February 2, 2021 March 6, 2021 Others as needed</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"> ● Recommend projects and assist with development of 2023 - 2027 Capital Improvement Program ● Review results of special projects or studies as requested by Commission |