



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 15, 2021

Agenda Item

Item 4. E. - Set 2022 Meeting Schedule

Prepared By

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Summary

Every year the Board of Managers sets its meeting schedule for the following year. In the past couple of years, the date of the January Board of Managers has been rescheduled to earlier in the month before Manager Raby heads south. The District now has the capability to virtually include Managers that are out of town in meetings, so the meeting does not need to be rescheduled, unless the Board decides to do so.

Dates for regular meetings in 2022 are:

- Wednesday, January 19, 2021
- Wednesday, February 16, 2021
- Wednesday, March 16, 2021
- Wednesday, April 20, 2021
- Wednesday, May 18, 2021
- Wednesday, June 15, 2020
- Wednesday, July 20, 2021
- Wednesday, August 17, 2021
- Wednesday, September 21, 2021
- Wednesday, October 19, 2021
- Wednesday, November 16, 2021
- Wednesday December 21, 2021

Managers should check their schedules to see if there are any known conflicts that preclude them from being able to attend a meeting either in-person or remotely. In addition, the managers may want to consider dates for tours.

Attachments

LMRWD 2022 Schedule of Regular Meetings

Recommended Action

Motion to set 2022 meeting schedule.

Lower Minnesota River Watershed District 2022 Schedule of Regular Meetings

<i>January 2022</i>	<i>February 2022</i>	<i>March 2022</i>	<i>April 2022</i>
Meeting - January 19 <ul style="list-style-type: none"> • Designate official newspaper • Authorize preparation of Annual Report • Designate official Depository • Annual Conflict of Interest reporting • Report of Outstanding Indebtedness to Counties 	Meeting – February 16 <ul style="list-style-type: none"> • February 1 - Update CWF Grant in e-link deadline • Begin annual audit of LMRWD finances 	Meeting – March 16 <ul style="list-style-type: none"> • March 1 - Beginning of term of office for Managers 	Meeting – April 20 <ul style="list-style-type: none"> • April 30 - Annual report due to BWSR and DNR
<i>May 2022</i>	<i>June 2022</i>	<i>July 2022</i>	<i>August 2022</i>
Meeting – May 18 <ul style="list-style-type: none"> • May 15 - Cost Share Program application deadline • Audit Report Presentation 	Meeting - June 15 <ul style="list-style-type: none"> • Financial Audit due to BWSR and OSA • Announce Cost Share Program Grants • Begin 2022 Budget process • Manager Per Diem reimbursement due (first half 2022) • Annual Report due to BWSR 	Meeting – July 20 <ul style="list-style-type: none"> • Receipt of first half distribution of ad valorem tax payable 2022 • 2022 Budget review • Update written data access policy MS 13.025 (August 1 due date) 	Meeting – August 17 <ul style="list-style-type: none"> • Public hearing for budget adoption and preliminary certification of levy • Certification of Preliminary Levy (due to Counties September 15) • Adopt Budget before September 15 (MN Statute 103D.911) • Update data practices policy • 30-day notice of Bylaw revisions
<i>September 2022</i>	<i>October 2022</i>	<i>November 2022</i>	<i>December 2022</i>
Meeting – September 21 <ul style="list-style-type: none"> • Election of Watershed Officers • Review By-Laws • Notify Counties of Expiring terms for Managers 	Meeting – October 19 <ul style="list-style-type: none"> • Update Cost Share Incentive and Water Quality Restoration Program • Authorize agreement for Annual Financial Audit 	Meeting – November 16 <ul style="list-style-type: none"> • Public hearing for budget adoption and final certification of levy 	Meeting – December 21 <ul style="list-style-type: none"> • Receipt of final distribution of ad valorem tax for tax payable 2022 • Certification of final Levy due to counties • Manager Per Diem reimbursement due (second half) • Prepare dredge site activity report • December 31 – End of Fiscal Year • December 31 - Annual WOMP report due to MCES