



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, August 21, 2024

Agenda Item

Item 8. B. - Review Meeting Schedule for the Remainder of 2024

Prepared By

Linda Loomis, Administrator

Summary

President Barisonzi and Manager Salvato have indicated they have conflicts with the October and November meetings respectively. It seemed an appropriate time to check with the Board about the remaining meeting schedule.

Meetings for the remainder of the year follow:

- September 18, 2024
- October 16, 2024
- November 13, 2024
- December 11, 2024

The Board should review their calendars and determine if meeting dates should be adjusted.

Attachments

- 2024 LMRWD administrative Calendar dated August 21, 2024
- Resolution 24-14 Amending the meeting schedule for the Lower Minnesota River Watershed District's Board of Managers regular meetings

Alternatives

1. Leave meeting schedule as is
2. Adopt Resolution 24-14 amending the 2024 meeting schedule

Recommended Action

No recommended action

Lower Minnesota River Watershed District 2024 Schedule of Regular Meetings

<p><i>January 2024</i></p> <p>Meeting - January 17</p> <ul style="list-style-type: none"> • Designate official newspaper • Designate official Depository • Annual Conflict of Interest reporting • Report of Outstanding Indebtedness to Counties • Solicit Biennial letters of interest • Update on workplan progress 	<p><i>February 2024</i></p> <p>Meeting – February 21</p> <ul style="list-style-type: none"> • February 1 - Update CWF Grant in e-link deadline • Begin annual audit of LMRWD finances • Report from MAC 	<p><i>March 2024</i></p> <p>Meeting – March 20</p> <ul style="list-style-type: none"> • March 1 - Beginning of terms of office for Managers • Reappoint Citizen Advisory Committee 	<p><i>April 2024</i></p> <p>Meeting – April 17</p> <ul style="list-style-type: none"> • April 15 - Cost Share Program application deadline • April 30 - Annual report due to BWSR and DNR • Update on workplan progress
<p><i>May 2024</i></p> <p>Meeting – May 15</p> <ul style="list-style-type: none"> • Audit Report Presentation • Announce Cost Share Program Grants 	<p><i>June 2024</i></p> <p>Meeting - June 20</p> <ul style="list-style-type: none"> • June 30 - Financial Audit due to BWSR and OSA • Begin 2025 Budget process • Manager Per Diem reimbursement due (first half 2024) 	<p><i>July 2024</i></p> <p>Meeting – July 17</p> <ul style="list-style-type: none"> • Receipt of first half distribution of ad valorem tax payable 2024 • 2024 Budget review • Update written data access policy MS 13.025 (August 1 due date) • Update on workplan progress 	<p><i>August 2024</i></p> <p>Meeting – August 21</p> <ul style="list-style-type: none"> • Update data practices policy • 30-day notice of Bylaw revisions
<p><i>September 2024</i></p> <p>Meeting – September 18</p> <ul style="list-style-type: none"> • Election of Watershed Officers • Public hearing for budget adoption and preliminary certification of levy • Certification of Preliminary Levy (due to Counties September 30) • Adopt Budget before September 30 (MN Statute 103D.911) • Review By-Laws • Notify Counties of Expiring terms for Managers 	<p><i>October 2024</i></p> <p>Meeting – October 16</p> <ul style="list-style-type: none"> • Update Cost Share Incentive and Water Quality Restoration Program • Authorize agreement for Annual Financial Audit • Update on workplan progress 	<p><i>November 2024</i></p> <p>Meeting – November 13</p> <ul style="list-style-type: none"> • Public hearing for budget adoption and final certification of levy • Receipt of second half of ad valorem tax for tax payable 2024 	<p><i>December 2024</i></p> <p>Meeting – December 11</p> <ul style="list-style-type: none"> • Certification of final Levy due to counties • Manager Per Diem reimbursement due (second half 2024) • December 31 - Annual WOMP report due to MCES • December 31 – End of Fiscal Year

RESOLUTION 24-14

RESOLUTION OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT BOARD OF MANAGERS

Amending the meeting schedule for the Lower Minnesota River Watershed District’s Board of Managers regular meetings

Manager _____ offered the following Resolution and moved its adoption, seconded by Manager _____:

WHEREAS, the Lower Minnesota River Watershed District (LMRWD) Board of Managers historically holds its meetings at 7:00PM on the third Wednesday of the month; and

WHEREAS, the LMRWD Board of Managers has found that in most instances, this date and time are conducive to hold a meeting; and

WHEREAS, from time to time the LMRWD Board of Managers may wish to adjust the meeting schedule to accommodate conflicts that managers may have.

NOW, THEREFORE, BE IT RESOLVED that the Lower Minnesota River Watershed District Board of Managers adopts following schedule for its regular meetings of the Board of Managers for the remainder of 2024; and

2024	Meeting Date
September	
October	
November	
December	

The question was on the adoption of the Resolution and there were ___ yeas and ___ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
BARISONZI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KUPLIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LAMMERS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALVATO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VISWANATHAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(signatures on following page)

Upon a vote being taken, the President declared Resolution 24-14 adopted by the Board of Managers of the Lower Minnesota River Watershed District this 21st day of August 2024.

Joseph Barisonzi, President

ATTEST:

Lauren Salvato, Secretary