METRO WATERSHED DISTRICT and WMO PERFORMANCE STANDARDS

LGU Name: _____

Performance Area		Performance Standard	Level of Review	Rating	
	★ ■	High Performance standard Basic practice or statutory requirement (see instructions for explanation of standards)	I Annual Compliance II BWSR Staff Review & Assessment *(1/10 yrs.)*	Yes, No, or Value	
				YES	**NO**
Administration	■	Activity report: annual, on-time	I		
	■	Financial report & audit completed on time	I		
	■	Drainage authority buffer strip report submitted on time	I		
	■	eLINK Grant Report(s): submitted on time	I		
	■	Rules: date of last revision or review – **Please enter month/year (i.e., 01/20)**	II		
	■	Personnel policy: exists and reviewed/updated within last 5 years	II		
	■	Data practices policy: exists and reviewed/updated within last 5 years	II		
	■	Manager appointments: current and reported	II		
	■	Consultant RFP: within 2 yrs. for professional services	II		
	■	**WD/WMO has resolution assuming WCA responsibilities and appropriate delegation resolutions as warranted (N/A if not LGU)**	II		
	■	**WD/WMO has knowledgeable & trained staff that manages WCA program or has secured qualified delegate. (N/A if not LGU)**	II		
	★	Administrator on staff	II		
	★	Board training: orientation and continuing education plan, record for each board member	II		
	★	Staff training: orientation and continuing education plan and record for each staff	II		
	★	Operational guidelines for fiscal procedures and conflicts of interest exist and current	II		
	★	Public drainage records: meet modernization guidelines	II		
Planning	■	Watershed management plan: up-to-date	I		
	■	City/twp. local water plans not yet approved	II		
	■	Capital Improvement Program: reviewed every 2 years	II		
	★	**Strategic plan or self-assessment completed in last 5 years**	II		
	★	Strategic plan identifies short-term priorities	II		
Execution	■	Engineer Reports: submitted for DNR & BWSR review	II		
	■	**WCA decisions and determinations are made in conformance with all WCA requirements. (if delegated WCA LGU)**	II		
	■	**WCA TEP reviews & recommendations appropriately coordinated. (if delegated WCA LGU)**	II		
	★	**Certified wetland delineator on staff or retainer**	II		
	■	Total expenditures per year (past 10 yrs.)	II	see below	
	★	Water quality trends tracked for key water bodies	II		
	★	Watershed hydrologic trends monitored / reported	II		
Communication & Coordination	■	Website: contains information as required by MR 8410.0150 Subpart 3a, i.e. as board meeting, contact information, water plan, etc.	II		
	■	Functioning advisory committee(s): recommendations on projects, reports, 2-way communication with Board	II		
	■	Communication piece: sent within last 12 months	II		
		Communication Target Audience:			
	★	Track progress for Information and Education objectives in Plan	II		
	★	Coordination with County Board, SWCD Board, City/Township officials	II		
	★	Partnerships: cooperative projects/tasks with neighboring organizations, such as counties, SWCDs, WDs, tribal governments, Non-Government Organizations	II		

Year										
Expenditures										