

METRO WATERSHED DISTRICT PERFORMANCE STANDARDS

LGU Name: _____

Performance Area	Performance Standard	Level of Review	Rating	
	★ High performance (optional) standard ■ Basic practice or statutory requirement (see instructions for explanation of standards)	I Annual Compliance II BWSR Staff Review & Assessment (1/5 yrs)	Yes, No, or Value	
			YES	NO
Administration	■ Activity report: annual, on-time	I		
	■ Financial report & audit completed on schedule	I		
	■ Drainage authority buffer strip report submitted	I		
	■ Rules: date of last revision or review	II		
	■ Personnel policies: written and reviewed/updated within last 5 yrs	II		
	■ Data practices policy: reviewed/updated within last 5 yrs	II		
	■ Manager appointments: current and reported	II		
	■ Consultant RFP: within 2 yrs for legal, engineering, accounting	II		
	★ Administrator on staff	II		
	★ Board training: orientation & cont. ed. plan and record for each board member	II		
	★ Staff training: orientation & cont. ed. plan and record for each staff person	II		
	★ Operational guidelines 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 yrs	II		
	★ Plan goals and objectives guide annual budgeting	II		
Execution	■ Engineer Reports: submitted for DNR & BWSR review	II		
	■ Total expenditures per year (past 10 yrs)	II		attach table
	■ Project & program \$ expended/total \$ expended (past 5 yrs)	II		%
	★ Water quality trends tracked for priority water bodies	II		
	★ Watershed yield trends monitored / reported	II		
Communication & Coordination	■ Website: contains annual report, financial statement, board members, contact info, watershed mgmt plan	I		
	■ Functioning advisory committee(s): recommendations on projects, reports, 2-way communication with Board	II		
	■ Communication piece: sent within last 12 months	II		
	★ Website: contains meeting notices, agendas & minutes; updated after each board mtg; additional content	II		
	★ Obtain stakeholder input: within last 5 yrs	II		
	★ Track outcomes for public I & E plan objectives	II		
	★ Coordination with County Bd and City/Twp officials by managers or staff	II		
	★ Partnerships: cooperative projects/tasks with neighboring districts, counties, soil and water districts, non-governmental organizations	II		

* district in operating under 103B. Engineer Reports submission to DNR & BWSR for review required for petitioned projects