



EXECUTIVE COMMITTEE

November 4, 2019

4:00 p.m. at CVRPC's Office

Page **AGENDA**

- 4:00¹ Adjustments to the Agenda**
Public Comment
- 4:05 Audit Presentation, Bonnie Batchelder, Batchelder Associations (enclosed)²**
Presentation, discussion, and acceptance of the FY19 audit.
- 4:35 Financial Report (enclosed)²**
- 4:45 Contract/Agreement Authorization (enclosed)²**
a) Northwest Regional Planning Commission – Municipal Grants in Aid FY20
b) Watershed Consulting Associates - Northfield Water Street Stormwater Project Implementation Amendment 2
- 4:50 Office Updates, Nancy Chartrand, Office Manager**
a) Office lease progress
b) Line of Credit renewal
- 5:00 CVRPC Bylaws, Julie Potter, Chair, Bylaw Update Workgroup (enclosed)²**
Review workgroup recommendations. Approve for inclusion on Commission agenda.
- 5:30 Commissioner Handbook (enclosed)**
Review a final draft of the Handbook.
- 5:40 Consent Items (enclosed)²**
a) Meeting Minutes – September 30 and October 8, 2019
b) Executive Director Report
- 5:45 Commission Meeting Agenda (enclosed)²**
Approval or adjustments to draft agenda. Review of upcoming agendas.
- 6:00 Adjourn**

Next Meeting: Monday, December 2, 2019

¹ All times are approximate unless otherwise advertised

² Anticipated action item