

# Bassett Creek Water Management Commission

## 2008 Budget and Levy

### June 2007

The Joint and Cooperative Agreement establishing the Bassett Creek Water Management Commission (BCWMC) sets forth the procedure required to adopt the annual budget. Article VIII, Subdivision 3, provides that each member agrees to contribute each year to a general fund to be used for administrative purposes and certain operating expenses. Half of the annual contribution of each member is based on assessed valuation of property within the watershed and the other half on the ratio of area of each member within the watershed to the total area of the Bassett Creek watershed. Subdivision 5 of Article VIII further provides: "On or before July 1 of each year, the Board shall adopt a detailed budget for the ensuing year and decide upon the total amount necessary for the general fund." Budget approval requires a two-thirds vote (six Commissioners). Further, the Secretary "shall certify the budget on or before July 1 to the clerk of each member governmental unit, together with a statement of the proportion of the budget to be provided by each member." Each of the nine members then has until August 1 to file an objection to the budget.

The 2008 budget was prepared by a Budget Committee consisting of Commissioner Michael Welch (BCWMC Chair), Commissioner Linda Loomis (Commission Treasurer), Commissioner Cheri Templeman, Commissioner Daniel Stauner, Commissioner Karla Peterson, Commissioner Ginny Black, and Commissioner Pauline Langsdorf.

The 2008 budget is enclosed. Although the flood control project is completed, budget to inspect the project and to create a reserve fund for future maintenance is included in the 2008 budget. The BCWMC's "Second Generation" Watershed Management Plan was approved by the Minnesota Board of Water and Soil Resources on August 25, 2004, and adopted by the BCWMC on September 16, 2004. That plan includes a capital projects budget, which is funded by ad valorem taxes and has been amended to include channel restoration projects. Recent Commission activities have focused on implementation of the Watershed Management Plan. The 2008 budget of \$490,500 was adopted by nine commissioners voting in favor of the budget at the BCWMC meeting on August 16, 2007. Specific items in the budget are discussed below.

1. **Engineering services** are budgeted at \$264,000 in 2008. Many of the individual items have decreased from the 2007 budget; however, itemizing the plat review budget for 2008 is a change and results in an increase in the Engineering subtotal compared to the 2007 budget. At its December 15, 2005 meeting, the BCWMC instated a permit fee effective January 1, 2006, to cover the expense of reviewing development plans and improvement projects. The 2008 budget reflects \$45,000 budgeted for plat reviews, which are funded by permit fees. The budget estimates that the BCWMC will receive \$45,000 in permit fees in 2008.

An increase in 2008 Engineering Services is for Municipal Plan Review, which is budgeted at \$24,000 since many BCWMC Member-Cities have indicated they will be submitting their plans for review in 2008. Water Quality expenditures, which for many years have been directed at examining methods for improving water quality in Bassett Creek and its several sub-drainage basins, are now concerned largely with monitoring water quality. Water Quality monitoring is budgeted for \$25,000.

2. **Administrator services** is a new budget item for 2008. Administrator services are budgeted at \$35,000. The BCWMC does not anticipate the administrator costs to be only \$35,000 but anticipates that the administrator costs will be an additional \$35,000 to the 2008 budget. The BCWMC recognizes that if funds from this budget item are not expended, the Commission has


the leeway to move the funds to its administrative account in order to reduce the Member-Cities' assessments in relation to the budget amount not expended. The BCWMC envisions that potential responsibilities of the administrator would entail managing the BCWMC's communications, finances, meeting organization, and project coordination on a day-to-day basis, managing TMDL and CIP projects and BCWMC participation in those projects, managing the grant program, handing the initial phase of project and plan review, maintaining the Web site, and attending events on behalf of the Commission.

3. Routine **Legal** services are budgeted at \$15,000.
4. **Financial Management** is budgeted for \$3,000 for services provided by the Deputy Treasurer at the City of Golden Valley.
5. **Liability Insurance, Auditing and Bonding** is budgeted at \$13,000.
6. **Secretarial /Administrative** services, including mailing and copying, are budgeted at \$45,900. This budget item has decreased from 2007 in anticipation that in 2008 the new administrator will take over some of the tasks previously assigned to secretarial services.
7. **Public Relations and Outreach** are budgeted as follows: Publications/Annual Report (\$4,000), Website improvements (\$4,000), Watershed Outlet Monitoring Program (WOMP) (\$10,000), and Public Communications (\$3,000). Demonstration/ Education Grants was added to the 2007 budget in the amount of \$16,500 and replaces several items from previous budgets including demonstration projects, Citizens Assisted Monitoring Program (CAMP), the Hennepin Conservation District River Watch Program, and WaterShed Partners. Demonstration/ Education Grants is budgeted at \$16,500 in 2008. Education for 2008 is budgeted in the amount of \$12,000 in anticipation of expenses for a public opinion survey, exhibits, and registrations. The public opinion survey would be done in participation with other watershed organizations.
8. **Erosion/Sediment (Channel Maintenance)** is budgeted at \$25,000.
9. **Long-Term Maintenance (Flood Control Project)** is budgeted at \$25,000.
10. The line item for **Contingencies** is not budgeted for in 2008.
11. **Total Maximum Daily Load (TMDL) Studies** was added to the 2005 budget in the amount of \$35,000 in anticipation of the state mandate to prepare TMDL studies on impaired waters within the watershed. The 2008 budget amount for TMDL studies is \$10,000. A TMDL study for Sweeney Lake is underway and a TMDL study for Medicine Lake is expected to start in 2008. If a second year of Sweeney Lake monitoring is required as part of the TMDL study, the monitoring would take place in 2008 and may need to be funded by the BCWMC (estimated cost \$10,000). Also in 2008, macroinvertebrate and fish community data will be collected on the Main Stem of Bassett Creek to evaluate if the creek is impaired for fisheries (biota) as listed by the Minnesota Pollution Control Agency. A summary report will be prepared (estimated cost \$20,000).

At its August 16, 2007 meeting, the BCWMC Commissioners also considered the assessment on the cities. The 2008 assessment was adopted by nine commissioners voting in favor to levy \$455,500 for the 2008 fiscal year, as compared with the \$365,049 adopted in 2007, based on the following:

<b>Funding Needs:</b>	
2008 Administrative Budget .....	\$490,500
<b>Funding Source:</b>	
2008 Assessment.....	\$455,500
Permit Review Fees.....	\$45,000
Assessment for 2008 Capital Projects (Hennepin County) .....	\$1,025,510

The Bassett Creek Watershed Management Commission's 2008 Operating Budget and 2008 Assessment per community are enclosed.

  
Pauline Langsdorf, Secretary, Bassett Creek Watershed Management Commission

Enclosures: 2008 Operating Budget  
2008 Assessment