



Bassett Creek Watershed Management Commission

Budget Committee

Meeting Notes

Thursday April 25, 2013

10:00 a.m.

Golden Valley City Hall

Attendees: Commission Chair Ginny Black, Commissioner Hoschka (partial attendance), Commissioner Ted Hoshal, Administrator Laura Jester

The Committee discussed the following items and/or made the following recommendations for the Commission's consideration in the 2014 budget:

General:

The Commission should consider taking official action at the end of its fiscal year stating what it intends to do with left over funds from underspent budget items. Chair Black reported that this is typically done by government entities and should be done by the Commission for the sake of fiscal transparency.

There was discussion about increasing the hours of the Administrator in 2014. Jester indicated the Commission should decide what activities and programs they wish to execute in 2014 before deciding the hours needed for an Administrator.

Jester recommended slightly reorganizing the line items in the budget and adding heading lines for "administration" and "education and outreach." The group agreed this would be easier to follow, but asked to limit the changes so that annual budgets for particular items could be tracked from year to year.

Jester distributed preliminary budget figures submitted by the Commission Engineer, the Recording Secretary and the Commission Legal Counsel. These numbers were entered into the preliminary budget.

Education and Outreach:

Committee members agreed more funding should be spent on education and outreach, in general. This was a common theme found among responses from the small group meetings as one way to help improve water quality: more education of residents.

Commissioner Hoshal presented a draft 2014 education and outreach budget for the Committee's consideration. The Committee agreed to use these figures in its first draft of the 2014 budget.

Hoshal indicated that perhaps the Education and Outreach Plan should be updated to reflect the work of the West Metro Watershed Association and other changes to educational programming in the watershed.

The development of a watershed map is in the 2013 budget. There was discussion about the possibility of compensating Hoshal Advertising for assistance with map development and layout. Jester is to check with legal counsel LeFevere regarding this possibility.

There was discussion about offering grants to institutions (like schools) or homeowners for the installation of water quality improvement projects (like raingardens) as the Commission has done in the past. Jester indicated technical assistance would be a necessary component of the program to make sure raingardens are properly placed and installed. It was noted that Plymouth already offers these types of grants to homeowners and that in the past Golden Valley has opposed this type of expenditure. It was decided to leave this program out of the draft budget and that the update to the Watershed Plan may include this strategy in the future.

Hoshal wondered if stream crossing signs can or should be fabricated and installed where major roads cross key streams throughout the watershed. (He provided a list of 30 stream-road intersections.) The group wondered if individual cities might be willing to fabricate and install these signs at the Commission's request. The issue should come before the TAC for further review.

Next Steps:

Jester is to refine the draft budget, in consultation with Deputy Treasurer Virnig, and bring the preliminary draft budget (along with the expected revenue table and preliminary member contributions) to the May Commission meeting for suggested revisions. A detailed budget memo can be drafted after input from the Commission. The Commission should make a formal recommendation with member dues and operating budget to the cities at the June Commission meeting.