

Bassett Creek Watershed Management Commission  
Administrative Options Subcommittee  
Monday, August 16, 2004  
Golden Valley City Hall

Commissioners present:            Pauline Langsdorf            City of Crystal  
   Mayor Linda Loomis        City of Golden Valley  
   Elizabeth Thornton        City of Plymouth  
   Bill Yaeger                City of Minnetonka  
   Karla Peterson            City of Robbinsdale

Observers present:                Ginny Black                Council person, City of Plymouth  
   Bryan Ripp                Applied Ecological Services

An itemized printout of the billing for fiscal year 2003 was provided by Barr Engineering along with an identification of the codes and descriptions of the activities included in each category. Mr Yaeger had done a preliminary analysis of the totals for the categories. The committee did some further analysis of what things in the fiscal year '03 could be moved out of engineering. A rough estimate of the 001 category ("administration") could be done outside an engineering firm.

Suggestions made for possible future considerations included assessing a fee to developers to do the project reviews and checking with members of the BCWMO Technical Committee.

Discussion included looking at possible dollars involved in administration and the possibility of sharing an administrator with another watershed. Watershed Management Organizations will be going into a future that will likely include more projects, more responsibilities, and more financial concerns.

**NEXT STEPS:**

- \*Committee members look at what jobs are being done and what could be done by an administrator.
- \*Invite WMO administrators to help us understand what kind of duties, responsibilities, and finances are involved in their jobs. (Committee members have questions ready)  
Commissioner Peterson will contact the administrators from Mississippi WMO and Vadnais WMO and invite them to the next meeting of the subcommittee.
- \*A future contact could be to contact Shingle Creek WMO to see what similarities there are and the possibilities of sharing an administrator.

Next meeting:                      September 9, 2004, 6:00 PM, Golden Valley City Hall

Minutes submitted:                Elizabeth Thornton