

BCWMC 2023 OPERATING BUDGET - Approved 8/18/22

	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	See Notes
ENGINEERING & MONITORING											
Technical Services	125,000	126,154	130,000	156,941	130,000	143,081	134,000	105,492	145,000	145,000	(A1)
Development/Project Reviews	75,000	45,070	80,000	56,420	75,000	94,267	68,000	89,507	75,000	80,000	(A)
Non-fee and Preliminary Reviews	10,000	23,073	15,000	32,937	20,000	16,851	24,000	38,406	22,000	30,000	(B)
Commission and TAC Meetings	12,000	10,575	12,000	13,207	12,000	10,478	12,000	10,961	14,000	15,000	(C)
Surveys and Studies	12,000	-	20,000	16,316	10,000	3,745	9,000	7,683	10,000	15,000	(D)
Water Quality / Monitoring	80,700	120,728	78,000	76,754	102,600	119,397	129,000	132,432	110,000	105,000	(E)
Water Quantity	6,300	5,678	10,000	9,998	6,500	6,229	7,000	7,205	8,000	9,000	(F)
Annual Flood Control Project Inspections	48,000	20,279	48,000	26,744	12,000	69,149	12,000	14,999	12,000	15,000	(G)
Municipal Plan Review	8,000	26,779	4,000	5,406	2,000	1,548	2,000	-	2,000	2,000	(H)
Watershed Outlet Monitoring Program	20,500	18,145	20,500	19,530	20,500	20,837	23,000	18,257	28,500	27,000	(I)
Annual XP-SWMM Model Updates/Reviews	10,000	8,918	-	-	-	-	-	\$ -	5,000	3,000	(J)
APM/AIS Work	32,000	35,977	32,000	21,246	30,000	11,634	14,000	13,533	13,000	40,000	(K)
Subtotal Engineering & Monitoring	\$439,500	\$441,376	\$449,500	\$435,499	\$420,600	\$497,215	\$434,000	\$438,475	\$444,500	\$486,000	
PLANNING											
Next Generation Plan Development			12,000	12,000	18,000	18,000	18,000	10,001	18,000	53,250	(L)
Subtotal Planning	\$0	\$0	\$12,000	\$12,000	\$18,000	\$18,000	\$18,000	\$10,001	\$18,000	\$53,250	

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Item	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	See Notes
ADMINISTRATION											
Administrator	67,200	59,955	69,200	64,926	69,200	64,764	67,400	67,481	70,848	78,750	(M)
MAWD Dues					500	500	3,750	3,750	7,500	7,500	(N)
Legal	17,000	13,313	17,000	14,428	15,000	20,996	15,000	16,280	17,000	17,000	(O)
Financial Management	3,200	3,200	3,500	3,500	3,500	3,500	4,000	10,600	13,500	14,540	(P)
Audit, Insurance & Bond	15,500	17,648	18,000	15,892	18,000	18,684	18,000	14,949	18,700	18,700	(Q)
Meeting Catering	1,600	1,295	1,500	1,341	1,500	317	1,300	-	1,300	2,400	(R)
Administrative Services	15,000	14,240	15,000	12,992	15,000	11,887	8,000	5,960	8,000	7,240	(S)
Subtotal Administration	\$119,500	\$109,651	\$124,200	\$113,079	\$122,700	\$120,648	\$117,450	\$119,020	\$136,848	\$146,130	
OUTREACH & EDUCATION											
Publications / Annual Report	1,500	937	1,300	1,263	1,300	1,069	1,300	375	1,300	1,000	(T)
Website	4,200	443	3,000	1,617	1,000	1,264	1,800	544	1,800	1,600	(U)
Watershed Education Partnerships	13,850	13,454	15,850	13,810	15,850	16,535	17,350	13,080	18,350	18,350	(V)
Education and Public Outreach	22,000	18,585	25,000	23,588	22,000	38,321	26,000	23,073	28,000	28,000	(W)
Public Communications	2,500	563	1,000	878	1,000	1,113	1,000	1,028	1,100	1,100	(X)
Subtotal Outreach & Education	\$44,050	\$33,982	\$46,150	\$41,156	\$41,150	\$58,302	\$47,450	\$38,100	\$50,550	\$50,050	
MAINTENANCE FUNDS											
Channel Maintenance Fund	25,000	25,000	25,000	25,000	25,000	25,000	20,000	\$20,000	25,000	25,000	(Y)
Flood Control Project Long-Term Maint.	25,000	4,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	35,000	(Z)
Subtotal Maintenance Funds	\$50,000	\$29,000	\$50,000	\$50,000	\$50,000	\$50,000	\$45,000	\$45,000	\$50,000	\$60,000	
TMDL WORK											
TMDL Implementation Reporting	10,000	4,668	10,000	215	10,000	263	7,000	6,989	7,000	-	(AA)
Subtotal TMDL Work	\$10,000	\$ 4,668	\$10,000	\$10,000	\$10,000	\$263	\$7,000	6,989	\$7,000	\$0	
GRAND TOTAL	\$663,050	\$618,677	\$691,850	\$661,734	\$662,450	\$744,428	\$668,900	\$657,585	\$706,898	\$795,430	

2023 Revenues	
Assessments to cities	\$ 617,430
Use of fund balance	\$ 20,000
Use of Watershed Plan Fund balance	\$ 9,000
CIP Administrative Funds (2.0% of est. requested levy of \$2.2M)	\$ 44,000
Project review fees	\$ 80,000
Transfer from Long-term Maint Fund for Flood Control Proj Inspections	\$ 15,000
WOMP reimbursement	\$ 5,000
TRPD reimbursement	\$ 5,000
AIS Grant	\$ -
Interest income in 2023	\$ -
	\$ 795,430
Total operating expenses	\$ 795,430
Fund Balance Details	
Est. Beginning Fund Balance (Jan 31, 2023)	\$ 439,199
Use of Fund Balance	\$ 20,000
Est. Remaining Fund Balance (Jan 31, 2024)	\$ 419,199

City Assessments													
Community	For Taxes Payable in 2022	2022 Percent of	Area Watershed	Percent of	Average	2016	2017	2018	2019	2020	2021	2022	2023
	Net Tax Capacity	Valuation	in Acres	of Area	Percent	\$490,345	\$500,000	\$515,050	\$529,850	\$550,450	\$554,900	\$565,998	\$ 617,430
Crystal	\$11,365,763	5.91	1,264	5.09	5.50	\$25,771	\$25,704	\$26,904	\$27,877	\$29,062	\$29,898	\$30,206	\$33,952
Golden Valley	\$49,753,021	25.87	6,615	26.63	26.25	\$127,675	\$131,270	\$134,649	\$138,553	\$144,693	\$145,228	\$148,477	\$162,068
Medicine Lake	\$1,158,211	0.60	199	0.80	0.70	\$3,600	\$3,561	\$3,783	\$3,846	\$3,975	\$3,928	\$3,988	\$4,332
Minneapolis	\$14,409,438	7.49	1,690	6.80	7.15	\$32,885	\$33,609	\$34,763	\$35,805	\$37,631	\$37,983	\$39,103	\$44,132
Minnetonka	\$11,914,796	6.20	1,108	4.46	5.33	\$27,536	\$28,199	\$28,053	\$28,989	\$29,967	\$29,622	\$30,437	\$32,895
New Hope	\$10,938,349	5.69	1,252	5.04	5.36	\$25,627	\$25,917	\$26,740	\$27,987	\$28,987	\$29,464	\$30,087	\$33,117
Plymouth	\$80,146,545	41.67	11,618	46.77	44.22	\$220,974	\$224,531	\$231,682	\$237,986	\$245,942	\$247,860	\$252,307	\$273,027
Robbinsdale	\$3,752,175	1.95	345	1.39	1.67	\$7,843	\$7,747	\$8,189	\$8,523	\$8,937	\$9,299	\$9,288	\$10,310
St. Louis Park	\$8,878,224	4.62	752	3.03	3.82	\$18,433	\$19,463	\$20,287	\$20,284	\$21,257	\$21,618	\$22,105	\$23,597
TOTAL	\$192,316,522	100.00	24,843	100.00	100.00	\$490,345	\$500,000	\$515,050	\$529,850	\$550,450	\$554,900	\$565,998	\$ 617,430

NOTES

(A1) General technical services by Barr Engineering; 2021 budget based on actual expenditures in 2019 and 2020. 2023 Budget same as 2022.

(A) Partially funded by application fees; with the creation of the preliminary and non-fee budget category, most of the review costs will be covered by application fees. Budget based on recent actual expenses and projected number of projects submitted for review. New review fees effective Aug 1, 2022.

(B) This was a new line item in 2015 used to cover reviews for which either we do not receive an application fee or it's too early in the process for us to have received an application fee. Includes DNR application reviews, MnDOT project reviews, and other prelim reviews requested by administrator and member cities. Reviews for large projects such as SWLRT reviews and North Loop Green Project have been partially or fully reimbursed to Commission.

(C) Includes attendance at BCWMC meetings, TAC meetings and other committee meetings, as needed. 2017 budget increased to allow for additional BCWMC Engineer staff to attend Commission/TAC meetings (total of 3 assumed). 2018 - 2020 budgets were reduced from 2017 and assumed 12 BCWMC meetings and 5 other meetings (TAC, etc.). 2021 budget also assumes 17 meetings including BCWMC meetings (12), TAC meetings (3), Administrative Services Committee meetings (1), Budget Committee meetings and other meetings (1). 2022 and 2023 budgets increased to reflect return to in-person meetings, plus additional staff attendance at meetings

(D) For Commission-directed surveys and studies not identified in other categories - e.g., past work has included watershed tours, Medicine Lake outlet work, Flood Control Project Maintenance and Responsibilities, Sweeney Lake sediment monitoring, stream monitoring equipment purchase. 2018 budget was reduced from previous years for overall budget savings. 2019 budget is more in line with previous years and gives Commission flexibility to investigate or tackle unforeseen issues that arise. Lowered again in 2020, 2021, and 2022 for budget savings. Among other surveys and studies, in 2023 this budget may be used to review and develop agreements with Minneapolis related to tunnel roles and responsibilities.

(E) Routine lake and stream monitoring. See details on next page.

(F) Water Quantity (lake level) monitoring. 2018 budget lowered for budget savings and resulted in fewer data points. 2019 budget back to earlier budget levels. 2020 budget lowered again for budget savings. 2022 and 2023 budget increase allows for additional measurements and benchmark checks, beyond the once/month lake level measurements to assist with proper maintenance of hydrologic and hydraulic modeling and climate resiliency preparations

(G) 2022 budget includes annual typical inspection of Flood Control Project (FCP) features without tunnel inspections but does not include follow-up work on the deep tunnel inspection, such as developing cost estimates for recommended repair work, and the box culvert repairs, such as development of plans and specifications. 2023 budget includes annual regular inspections at newly updated cost estimate. Actual costs of inspection will be reimbursed to operating budget from long term FCP account. [Last double box inspection was 2019, next one due 2024; last deep tunnel inspection was 2020, next one due 2030. Unsubmerged deep tunnel inspection in 2025.]

http://www.bassettcreekwmo.org/application/files/4514/9637/1815/2016_FCP_Policies.pdf

(H) Municipal plan approvals completed in 2019; however, this task has also included review of adjacent WMO plan amendments, and review of city ordinances; \$2,000 budget recommended annually.

(I) Monitoring at the Watershed Outlet Monitoring Program (WOMP) site in Minneapolis through an agreement with Met Council (MCES). Commission is reimbursed \$5,000 from Met Council. Met Council pays for equipment, maintenance, power, cell service, and lab analyses. Monitoring protocol changed in 2017 with collection of bi-monthly samples (up from once-per-month sampling). Both Barr and Stantec (previously Wenck) have tasked related to WOMP activities. Barr's 2020 & 2021 budget = \$4,500. Actual spent in 2020 = \$4,265. Station was moved in late 2020. In 2022, Barr portion was set at \$10,000 because MCES requested additional high flow measurements (doubling from about 6 to 12), due to the new station location. Stantec portion was similar to previous years at \$18,500 due to similar sampling regime. In 2023, Barr work proposed at \$7,500, for flow measurements. In 2023 Stantec portion assumes 5% increase over 2022 due to staffing cost increases; \$19,500.

(J) This item is used to make updates to the XP-SWMM model, coordinate with P8 model updates, and assist cities with model use. No XP-SWMM updates were performed 2019 - 2021 due to work on the grant funded FEMA modeling project. 2022 budget includes finalizing updates to the Commission's official model and flood elevations to match the "FEMA model" (this work was started in 2021 using "Surveys and Studies" budget). 2023 budget assumes Barr will request, compile, and review information provided by the cities and flag those that are large enough/significant enough to incorporate into the XP-SWMM and P8 model updates. As this covers both XP-SWMM and P8, we assumed \$0 for the TMDL Implementation Reporting (P8 model update) budget. Based on the request from 2018-2021, we had about 60 items to review and about 40 were significant enough to incorporate into the models. The 2023 budget assumes about 15 developments to review in one year.

Notes (continued)

(K) Funds to implement recommendations of Aquatic Plant Management/Aquatic Invasive Species Committee likely including curly-leaf pondweed control in Medicine Lake and small grant program for launch inspectors, education/outreach, etc. by other organizations including TRPD, AMLAC, others. TRPD shares cost (17%) of treatments. In 2021, recieved \$5,000 DNR grant. In 2022, recieved \$10,000 DNR grant. In 2022 and for a few years thereafter, treatment costs are expected to be significantly due to permission from DNR to expand treatment area to implement Lake Vegetation Management Plan.

(L) The scope and budget for development of the 2025 Watershed Plan was approved in February 2022. \$38,000 has already been set aside 2019 - 2022 in a long term account for Plan development, of which \$11,000 will be needed to cover work in 2022. In 2023, Barr estimates spending \$42,000 and Administrator estimates spending \$11,250 on Plan development (total = \$53,250). Revenue includes transfer from plan development long term account to help offset costs.

(M) Amended Administrator contract approved March 2022 includes 87.5 hours per month at \$75/hour starting in FY23 for total of \$78,750.

(N) MN Association of Watershed District Annual dues. New budget item. 2019 and 2020 dues were \$500 because WMOs were newly allowed to join the organization. 2021 dues \$3,750. Starting in 2022 dues went to the max of \$7,500 similar to other Metro watersheds.

(O) For Commission attorney. 2022 budget included 3% hourly rate increase over 2021 + more work expected. Legal costs for some CIP projects will be charged to specific CIP budgets, as warranted.

(P) In 2021, Commission began contractoing with Redpath for accounting services. 2023 rates are expected to increase. Budget includes \$1,070 per month + up to 10 hours audit assistance at \$170/hr

(Q) Insurance and audit costs have risen considerably in the last few years.

(R) Assumes 12 in-person meetings @ \$200 per meeting

(S) Recording Secretary \$40/hr rate * 8 hrs/mo for 12 months for minutes (\$3,840 total) + \$250/mo meeting packet printing/mailling + \$400 supplies (envelopes, stamps, etc).

(T) Budget was decreased in last few years to be more in line with actual expenses. Costs associated with Commission Engineer assistance with annual report

(U) Based on agreement with HDR for website hosting and maintenance activities.

(V) Includes CAMP (\$7,000), River Watch (\$2,000), Metro Watershed Partners (\$3,500), Metro Blooms Workshops (\$1,500; a decrease from previous years), Children's Water Festival (\$350), Metro Blooms resident engagement in Minneapolis neighborhoods (\$4,000).

(W) Includes funding for West Metro Water Alliance at \$13,000 and \$15,000 for work by educational contractors + supplies and materials including educational signage, display materials, Commissioner training, etc.

(X) Public Communications covers required public notices for public hearings, etc.

(Y) Will be transferred to Channel Maintenance Fund for use by cities with smaller projects along main streams.

(Z) Will be transferred to Long-Term Maintenance Fund. Budget increased to be more in line with expected costs.

(AA) This task is meant for updating the P8 pollution model and will be done in conjunction with the work in budget line J with XP-SWMM model updates.

BCWMC 2023 Water Quality Monitoring Budgets - by item		
Item	Budget	Notes
Reporting on 2022 monitoring:		
Northwood Lake & Lost Lake	\$14,000	
2023 monitoring:		
Year 2 of Plymouth Creek stream flow and quality monitoring	\$24,000	TRPD (under contract w/City of Plymouth) will complete all flow and water quality monitoring monitoring, except for continuous dissolved oxygen monitoring and quarterly monitoring for metals and hardness, which Barr will complete. Barr flow monitoring will be limited to collection of some flow data for the IP1 rating curve; the data will be incorporated into the rating curve and the rating curve adjusted as needed per the 2023 data. Barr will complete the continuous dissolved oxygen measurements and quarterly metals and harness monitoring at IP2. Barr will perform QA/QC on all data collected (Barr and TRPD). Assumes TRPD also performs QA/QC on their data prior to giving the data to Barr. Barr will summarize all data collected by Barr and TRPD into tables and graphs. Barr will prepare the flow data collected at IP1, the continuous dissolved oxygen data collected at IP2, and the quarterly metals and hardness data collected from IP2 for EQuIS submittal and will submit the data to the MPCA EQuIS database. TRPD will submit all data collected by TRPD to the MPCA EQuIS database. Budget assumes TRPD/BCWMC makes all significant monitoring equipment purchases in 2022 and no significant monitoring equipment purchases are needed in 2023. Budget does not include report and presentation to Commission, which will occur in 2024 (and be included in 2024 budget).
Sweeney Lake (Priority 1 Deep lake) & Twin Lake (Priority 1 Deep lake)	\$57,000	Detailed lake monitoring includes monitoring two locations on Sweeney Lake and one location at Twin Lake on six occasions for selected parameters (total phosphorus at 4 depths; dissolved phosphorus, total nitrogen, Total Kjeldahl nitrogen, nitrate + nitrite nitrogen, and chlorophyll a from 0-2 meter depth, and chloride at two depths; temperature, pH, DO, and and specific conductance measurements at one meter intervals from surface to bottom; and measurement of Secchi disc depth), plus parameters associated with AIS vulnerability (calcium, alkalinity, hardness, sodium, and magnesium from 0-2 meter depth), and phytoplankton (0-2 meter depth) and zooplankton (bottom to surface tow) collection and analyses. Plant surveys will be completed in June and August by Endangered Resource Services. Data will be summarized and analyzed including calculation of aquatic plant IBIs and AIS Suitability, trend analyses, creation of temperature, DO, and specific conductance isopleths, and preparation of total phosphorus, chlorophyll a, Secchi disc chloride, phytoplankton and zooplankton graphs. Budget does not include report and presentation to Commission, which will occur in 2024 (and be included in 2024 budget). In 2023, we plan to switch from PACE to RMB Environmental Laboratories (RMB). If all goes well, we anticipate saving BCWMC about \$2,000 - \$3,000 in laboratory expenses. We did not adjust the budget down in case we run into problems with the changeover and need to go back to using PACE for the laboratory analyses.
<i>No biological monitoring - Main Stem & North Branch at same time in 2024</i>		
General water quality tasks (responding to data review and inquiries, reviewing impaired waters lists, corresponding with Met Council and MPCA on data and monitoring plans)	\$10,000	
Total Water Quality Monitoring	\$105,000	