

DRAFT

Appendix A

Financial Information

Bassett Creek Water Management Commission

2010 Budget and Levy

May 2009

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 2010 budget was prepared by a Budget Committee consisting of Commissioner Michael Welch (BCWMC Chair), Commissioner Ginny Black (BCWMC Vice Chair), Commissioner Linda Loomis (Commission Treasurer), and Commissioner Pauline Langsdorf (Commission Secretary).

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. Commission activities have focused on implementation of the Watershed Management Plan.

The proposed 2010 budget of \$463,000 was adopted by nine commissioners voting in favor of the budget at the BCWMC meeting on May 21, 2009. The proposed 2010 budget is enclosed. Specific items in the budget are discussed below.

1. **Engineering** services are budgeted at \$256,000 in 2010. Many of the individual items have remained the same from the 2009 budget. The following paragraphs summarize each of the Engineering budget items.
 - **Technical Services**—this item covers the day-to-day technical operations, such as preparing for the Commission and TAC meetings, performing preliminary site reviews and correspondence, and communications with the Commissioners, watershed communities, developers, agencies, and other entities. The proposed 2010 budget is \$110,000, which is the same as the 2009 budget.
 - **Plat Reviews**—at its December 15, 2005, meeting, the BCWMC instated a permit fee effective January 1, 2006, and revised as of January 1, 2009, to cover the expense of reviewing development plans and improvement projects. The proposed 2010 budget for plat reviews is \$60,000, which are largely funded by permit fees. These expected permit fees are shown in the 2010 budget under "2010 Assessments and Fees;" it is estimated that the BCWMC will receive \$44,780 in permit fees in 2010.
 - **Commission and TAC Meetings**— this item covers the cost for the engineer to attend 12 monthly Commission meetings and six bimonthly TAC meetings. The proposed budget for 2010 is \$13,000, the same as 2009, but more than the \$9,506 spent in 2008. Previously, this budget item was called Commission Meetings and not all TAC meeting were charged to this

item (including 2008). The increase from 2008 spent to 2009 budgeted reflects the engineer's attendance at all Commission and TAC meetings.

- Surveys and Studies—the proposed budget for 2010 is \$20,000. The intent of this budget item is to cover the costs of conducting special studies, and addressing unanticipated issues, questions, etc. that can arise during the year.

Water Quality/Monitoring—for 2010, this budget item includes detailed lake monitoring of Medicine Lake, as part of the four-year monitoring cycle. Three Rivers Park District and the City of Plymouth typically perform annual monitoring of Medicine Lake at one location. The BCWMC detailed monitoring program includes monitoring two locations on Medicine Lake on six to twelve occasions for selected parameters. Three Rivers Park District will collect and analyze the total phosphorus, soluble reactive phosphorus, total nitrogen, pH and chlorophyll *a* samples. Three Rivers Park District will collect the phytoplankton and zooplankton samples, and Barr will analyze the samples. Barr will perform an aquatic survey on two occasions and will prepare the final report.

- Water Quantity—this item covers the work associated with the BCWMC's lake and stream gauging program. The proposed budget for 2010 is \$11,000 (the same as 2009). The readings have proved valuable to the communities for planning future development and as documentation of the response of surface water bodies to above normal and below normal precipitation.

The 2010 lake gauging program will consist of measuring water levels on Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), Northwood Lake, Bassett Creek Park Pond and Wirth Park storage area. Two readings per month will be taken during the period April 1, 2010 through September 30, 2010. One reading per month will be taken during the other months of the year.

The 2010 stream gauging program will consist of periodically reading stages or gauging the stream at the new tunnel entrance, at the Theodore Wirth Park/T.H. 55 outlet structure, at Highway 100 (main stem), at Wisconsin Avenue, at Sweeney Lake, at Medicine Lake, at Winnetka Avenue (north branch), at 26th Avenue (Plymouth Creek fish barrier), and at other selected locations if periods of high flow occur.

The program also includes periodic surveys of benchmarks to ensure consistency with past readings.

- Inspections—there are two separate budget items under this task:
 - Watershed Inspections—this item covers the BCWMC's construction site erosion control inspection program. The proposed budget for 2010 is \$8,000; permit fees offset a portion of the watershed inspection cost. The inspections have been valuable for correcting erosion and sediment control practices which are not in conformance with BCWMC policies. The inspections also verify that sites are developed in accordance with approved plans. The program consists of inspecting active construction sites in the watershed once every month. Erosion control inspections will begin April 2010 and extend through October 2010. Selected sites may be inspected on two-week intervals to verify that requested erosion control modifications have been completed. Critical work such as wetland or creek crossings and work adjacent to lakes and sensitive wetlands will be inspected as necessary. BCWMC staff will continue to coordinate the inspections with respective contacts from each city. Following each inspection, a letter listing construction projects and the improvement needed for effective erosion control will be sent to the inspection department at each city where improvements are required.

- Project Inspections—this item covers the BCWMC’s annual inspection of the flood control project system. The proposed budget for 2010 is \$10,000. The inspection program covers the flood control project features completed by the Commission between 1974 and 1996. The objective of the inspection program is to find and address erosion, settlement, sedimentation, and structural issues. In accordance with the Bassett Creek Flood Control Project Operation and Maintenance Manual (except as noted), the following project features require annual inspection:

Minneapolis:

- Conduit (Double Box Culvert) – inspect double box culvert every five years (2004, 2009, 2014, 2019 ...)
- Deep Tunnel – dewater and inspect tunnel every 20 years. This inspection was performed during 2008; the next inspection will be 2028
- Old Tunnel (not included in BCWMC inspection program)
- Open Channel

Golden Valley

- Highway 55 Control Structure & Ponding Area
- Golden Valley Country Club Embankment (Box Culvert, Overflow Weir, and downstream channel)
- Noble Avenue Crossing
- Regent Avenue Crossing
- Westbrook Road Crossing
- Wisconsin Avenue Crossing
- Minnaqua Drive Bridge Removal

Crystal

- Box Culvert and Channel Improvements (Markwood Area)
- Edgewood Embankment with Ponding
- Highway 100/Bassett Creek Park Pond
- 32nd Avenue Crossing
- Brunswick Avenue Crossing
- 34th Avenue Crossing
- Douglas Drive Crossing
- Georgia Avenue Crossing
- 36th-Hampshire Avenue Crossing
- Channel Improvements

Plymouth

- Medicine Lake Outlet Structure
- Plymouth Fish Barrier

- **Municipal Plan Review**—this item covers the cost to review the member cities local water management plans for conformance with the BCWMC Watershed Management Plan. The proposed budget for 2010 is \$4,000, which will cover the costs for reviewing up to two local plans.
2. **Administrator**—this was a new budget item in 2008. The Administrator services budget was reduced in 2010 to \$15,000 from \$35,000 in 2009. In 2008 the BCWMC underwent an operations analysis conducted by an independent firm. The results of the analysis are guiding the BCWMC's direction for addressing its administrator needs. The Administrator services budget reduction reflects the BCWMC's recognition of tight city budgets, the likely inefficiencies that would be realized early in the process of adding a new administrator, and the BCWMC's determination to use a variety of contract providers (including current consultants) and board members to provide critical assistance in priority target areas identified by the 2008 analysis.
 3. **Legal**—this item covers basic legal services, which are budgeted at \$18,500 for 2010.
 4. **Financial Management**—this item covers services provided by the Deputy Treasurer at the City of Golden Valley, which are budgeted for \$3,000 in 2010.
 5. **Liability Insurance, Auditing and Bonding**—this item is budgeted at \$15,000 for 2010, reflecting an increase in auditing services directed by expanded auditing regulations.
 6. **Administrative Services**—this item covers administrative and secretarial services, including mailing and copying, which are budgeted at \$45,000 for 2010.
 7. **Public Relations & Outreach**—there are three separate budget items under this task:
 - **Publications/Annual Report**—\$4,000 is budgeted in 2010 for preparing the BCWMC's 2009 annual report
 - **Website**—\$4,500 is budgeted in 2010 for maintaining, updating, and making improvements to the BCWMC website
 - **WOMP**—\$10,000 is budgeted for 2010, which covers the BCWMC's costs related to the Watershed Outlet Monitoring Program (WOMP) station on Bassett Creek. The Minneapolis Park and Recreation Board has been running the WOMP station for the last several years in a cooperative effort with Metropolitan Council Environmental Services. The MPRB handles the sample and data collection tasks, MCES performs maintenance, and Barr provides assistance with the rating curve. The 2010 budget includes \$5,000 for MPRB to operate the WOMP station.
 8. **Demonstration/Education Grants**— this item is the BCWMC grant program, which is managed by the Education Committee; the budget for 2010 is \$5,000.
 9. **Watershed Education Partnerships**—this was a new budget item in 2009 and includes participation in the Metropolitan Council's Citizen Assisted Monitoring Program (CAMP), the Hennepin Conservation District River Watch Program, Metro WaterShed Partners, the Blue Thumb program, and the Metro Blooms Rain Garden program. The budget for 2010 is \$15,000.
 10. **Education and Public Outreach**—the 2010 budget for this item is \$4,000, which includes anticipated expenses for brochures, fact sheets, native seed packets, and the Joint Education and Public Outreach Committee administrative costs.
 11. **Public Communications**—the 2010 budget for this item is \$3,000 and covers costs related to the publication of hearing and special meeting notices in newspapers and journals and the publication and distribution of other required communications that may be necessary and would be separate from the Web site or education and public outreach communications.

12. **Erosion/Sediment (Channel Maintenance)**—these funds are for creek and streambank erosion repair and sediment removal projects that are not funded as a channel restoration project through the BCWMC's Capital Improvement Program. The amount budgeted for collection in 2010 is \$25,000. The money collected goes into the BCWMC's Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund (the Channel Maintenance Fund). There is currently \$172,000 in the Channel Maintenance Fund; to-date about \$3,000 of the fund has been used on channel maintenance projects.

The BCWMC Watershed Management Plan (Section 7.2.2) calls for the BCWMC to use the Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund to finance the:

- Maintenance and repairs needed to restore a creek or streambank area to the designed flow rate.
 - Work needed to restore a creek or streambank area that has either resulted in damage to a structure, or where structural damage is imminent, based on an assessment of benefits.
 - Portion of a project that provides BCWMC benefits, including reduced potential for flooding, mitigation of water quality impairment, or minimizing the potential for water quality impairment.
 - BCWMC's share of maintenance projects to be applied for by the cities that have a regional benefit, or to partially fund smaller, localized projects that cities wish to undertake.
13. **Long-Term Maintenance (Flood Control Project)**—these funds are for projects to repair and maintain structures associated with the BCWMC Flood Control Project. The BCWMC Plan calls for annual assessments of \$25,000 to the fund, and for the fund balance to be maintained at (but not exceed) \$1 million. The current fund balance is about \$750,000. The proposed 2010 budget/assessment is \$25,000.
14. **TMDL Studies**—this item was added to the 2005 budget (\$35,000) in anticipation of the state mandate to prepare Total Maximum Daily Load (TMDL) studies on impaired waters within the watershed. This budget item includes funding for BCWMC participation in TMDL studies not otherwise funded through other sources and also includes BCWMC preparation for future TMDL studies that likely will be necessary. The TMDL Studies fund is currently at \$58,000 and another \$10,000 will be added to the fund in 2009. The 2010 budget amount for TMDL studies is \$10,000. TMDL studies for Medicine Lake, Sweeney Lake, and Wirth Lake are underway. Northwood Lake and Bassett Creek in the watershed are also listed as impaired waters (Parkers Lake is also listed as impaired for mercury). The Minnesota Pollution Control Agency is encouraging watershed districts and organizations to address multiple impairments within their jurisdictions where possible. The BCWMC is determining the feasibility of a watershed-wide TMDL for 2010 to address multiple impairments of Bassett Creek. Additional data may need to be collected from Bassett Creek in 2010 in support of TMDL activities; these could include E. coli and streamflow data.
15. **Proposed 2010 Capital Projects**—For 2010, the cost of the Plymouth Creek channel restoration project (PC-1) is estimated to be \$965,200 and the cost of the Bassett Creek Main Stem channel restoration project (Highway 100 to Regent Ave) is estimated to be \$780,000. The total estimated cost of the projects expected to start in 2010 is \$1,745,200. For the projects expected to start in 2010, it is proposed that \$1,000,000 be assessed for 2010 and \$745,200 be assessed in 2011. Note that other projects are proposed to start in 2011; the costs (or partial costs) of those projects would be in addition to the suggested \$745,200 assessment.

At its May 21, 2009 meeting, the BCWMC Commissioners also considered the assessment on the cities. The 2010 assessment was adopted by nine commissioners voting in favor to levy \$414,150 for the 2010 fiscal year, as compared with the \$449,875 for 2009 adopted in 2008, based on the following:

Funding Needs:

2010 Administrative Budget\$463,000

Funding Source:

2010 Assessment.....\$414,150

2010 Estimated Permit Review Fees.....\$44,780

Assessment for 2010 Capital Projects (Hennepin County).....\$1,000,000

The Bassett Creek Watershed Management Commission's 2010 Operating Budget and 2010 Assessment per community are enclosed.



Pauline Langsdorf, Secretary, Bassett Creek Watershed Management Commission

Enclosures: 2010 Operating Budget
2010 Assessment

	A	E	F	G	H	I	J	K	L
1	2010 Operating Budget								
2	Bassett Creek Watershed Management Commission - May 21, 2009								
3									
4	Item	Unaudited 2008 Actual	2009 Budget	2009 Estimated	2010 Budget				
5	ENGINEERING								
6	Technical Services	90,187	110,000	110,000	110,000				
7	Plat Reviews (funded by permit fees) 2008-\$42,900	56,687	55,000	55,000	60,000				
8	Commission and TAC Meetings	9,506	13,000	13,000	13,000				
9	Surveys and Studies	2,250	20,000	20,000	20,000				
10	Water Quality / Monitoring	19,921	49,000	49,000	20,000				
11	Water Quantity	7,117	11,000	11,000	11,000				
12	Inspections								
13	Watershed Inspections	6,378	8,000	8,000	8,000				
14	Project Inspections	20,387	10,000	10,000	10,000				
15	Municipal Plan Review	12,336	6,000	6,000	4,000 (6)				
16	Subtotal Engineering	\$224,769	\$282,000	\$282,000	\$256,000				
17	Administrator	8,170	35,000	35,000	15,000				
18	Legal	14,428	18,500	18,500	18,500				
19	Financial Management	3,000	3,000	3,000	3,000				
20	Audit, Insurance & Bond	14,149	13,000	13,000	15,000				
21	Meeting Catering Expenses	4,219	5,100	5,100	5,000				
22	Administrative Services	43,084	45,000	45,000	45,000				
23	Public Outreach								
24	Publications / Annual Report	2,473	4,000	4,000	4,000				
25	Website	4,503	1,575	1,575	4,500				
26	WOMP	1,685	10,000	10,000	10,000				
27	Demonstration/Education Grants	11,634	5,000	5,000 (4)	5,000 (4)				
28	Watershed Education Partnerships	0	11,500	13,200	15,000 (7)				
29	Education and Public Outreach	2,157	8,200	8,200 (5)	4,000 (5)				
30	Public Communications	68	3,000	3,000	3,000				
31	Erosion/Sediment (Channel Maintenance)	25,000 (1)	25,000 (1)	25,000 (1)	25,000 (1)				
32	Long-Term Maint. (Flood Control Project)	25,000 (2)	25,000 (2)	25,000 (2)	25,000 (2)				
33									
34	Subtotal	\$159,570	\$212,875	\$214,575	\$197,000				
35	TMDL Studies	\$10,000 (3)	\$10,000 (3)	10,000 (3)	\$10,000 (3)				
36	Subtotal TMDL Studies	\$10,000	\$10,000	10,000	\$10,000				
37	GRAND TOTAL	\$394,339	\$504,875	\$506,575	\$463,000				
38	For Information (Administrative Account)								
39	Financial Information								
40	Audited fiscal year 2008 fund balance at January 31, 2009				301,615				
41	Expected income from assessments in 2009				449,875				
42	Expected interest income in 2009				1,000				
43	Expected income from project review fees				44,780				
44	Estimated funds available for fiscal year 2009				797,270				
45	Estimated expenditures for fiscal year 2009				506,575				
46	Estimated fund balance as of January 31, 2010				290,695				
47									
48	2010 Budget								
49	Proposed 2010 Capital Projects				1,000,000				
50	Proposed 2010 Operating Budget				464,500				
51	Proposed total 2010 Budget				1,464,500				
52	2010 Assessments and Fees								
53	2010 Operating Budget				463,000				
54	Estimated 2010 permit fees (81% of permit expenditures)				48,850				
55	Assessment proposed for 2010 Operating Budget				414,150				
56	Proposed Budget Reserve on January 31, 2010								
57	(1) Will be transferred to Channel Maintenance Fund								
58	(2) Will be transferred to Long-Term Maintenance Fund								
59	(3) Will be transferred to a TMDL Studies Fund								
60	(4) Grant program for demonstrations and education								
61	(5) Includes brochures, fact sheets, miscellaneous education products, etc.								
62	(6) Review two cities municipal comp plan.								
63	(7) Blue Thumb (\$1,500); CAMP (\$4,500); MetroBlooms (\$2,000); RiverWatch (\$2,000); Watershed Partners (\$5,000)								

Bassett Creek Watershed Management Commission
2009 Assessment
May 2009

Community	For Taxes Payable in 2009 Net Tax Capacity *	2009 Percent of Valuation	Current Area Watershed in Acres	Percent of Area	Average Percent	2008 Assessment	2009 Assessment	Proposed 2010 Assessment
54 Crystal	\$8,240,630	5.60	1,264	5.09	5.34	\$455,501	\$449,874	\$414,150
28 Golden Valley	\$34,195,815	23.24	6,815	26.63	24.93	\$121,287	\$112,052	\$103,256
79 Medicine Lake	\$1,017,060	0.69	199	0.80	0.75	\$3,649	\$3,298	\$3,090
1 Minneapolis	\$11,462,538	7.79	1,690	6.80	7.30	\$30,986	\$33,246	\$30,216
34 Minnetonka	\$8,722,988	5.93	1,108	4.46	5.19	\$20,315	\$23,031	\$21,510
86 New Hope	\$8,648,145	5.88	1,252	5.04	5.46	\$22,956	\$24,445	\$22,605
40 Plymouth	\$65,106,644	44.24	11,618	46.77	45.50	\$213,018	\$205,093	\$188,453
44 Robbinsdale	\$3,227,666	2.19	345	1.39	1.79	\$6,326	\$8,077	\$7,417
46 St. Louis Park	\$6,540,867	4.44	752	3.03	3.74	\$13,788	\$16,565	\$15,472
TOTAL	\$147,162,353	100.00	24,843	100.00	100.00	\$455,500	\$449,875	\$414,150

-8.04%
-7.85%
-6.31%
-9.11%
-6.60%
-7.53%
-8.11%
-8.17%
-6.60%
-7.94%

***Appendix B
Resolutions***

RESOLUTION NO. 10-01

Member Loomis introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE REIMBURSEMENT TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION 2.5% OF THE 2009 TAX LEVY, FOR ADMINISTRATIVE EXPENSES FOR CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS AND APPROVING THE TRANSFER OF THE FUNDS FROM THE CIP ACCOUNT TO THE ADMINISTRATIVE ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that:

1. The Bassett Creek Watershed Management Commission (BCWMC) will be reimbursed \$20,000.00, which is 2.5% of the BCWMC's tax request in the amount of \$800,000 to Hennepin County for collection in 2009, for administrative expenses for Capital Improvement Projects.
2. The Bassett Creek Watershed Management Commission directs its Deputy Treasurer to transfer the reimbursed funds from the Commission's CIP Account to its Administrative Account.

Virginia K. Black 1-21-10
Chair Date

Attest:

Pauline Langsdorf 1-21-10
Secretary Date

The motion for adoption of the foregoing resolution was seconded by Member Stauner and upon a vote being taken thereon, the following voted in favor thereof: 8 and the following voted against the same 0 whereupon said resolution was declared duly passed and adopted.

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 10-02

A RESOLUTION APPROVING THE LOCAL PLAN PREPARED
BY THE CITY OF CRYSTAL

WHEREAS, the Bassett Creek Water Management Commission has been organized as a joint powers watershed management organization pursuant to the authority set forth in Minnesota Statutes, Section 103B.211, and

WHEREAS, the Commission has prepared a water management plan, which has been reviewed by all appropriate state and local agencies and has been approved by the Board of Water and Soil Resources, and

WHEREAS, the water management plan of the Commission and Minnesota Statutes require that local water management plans be prepared as required by Minnesota Statutes, Section 103B.235 and in accordance with Minnesota Rules, Chapter 8410, and

WHEREAS, the City of Crystal has prepared and submitted to the Commission the City's local water management plan, and

WHEREAS, Minnesota Statutes, Section 103B.235, Subd. 3 authorizes the watershed management organization to review and approve local water management plans and to take other actions necessary to assure that the local plan is in conformance with the Commission's plan and the standards set forth therein,

NOW, THEREFORE, BE IT RESOLVED By the Bassett Creek Water Management Commission, as follows:

1. The Crystal Local Surface Water Management Plan dated December 2009, as amended, is hereby approved.
2. This Commission has reviewed the plan and hereby determines that the plan has been prepared in accordance with the requirements of Minnesota Statutes, Section 103B.235 and Minnesota Rules 8410.0160 and 8410.0170, and contains the requirements for local plans.
3. In accordance with Minnesota Statutes, Section 103B.235, Subd. 4, the Crystal plan shall be adopted and implemented by the City within 120 days of this action, and the City shall amend its official controls in accordance with the plan within 180 days.

4. Pursuant to Minnesota Statutes, Section 103B.235, Subd. 5, and consistent with the Bassett Creek Water Management Plan, the City shall submit amendments to the local water management plan to this Commission for review and approval in accordance with State Statutes and Minnesota Rules.

Virginia K. Black 1-21-10
Chair Date

Attest:

Pauline Langsdorf 1-21-10
Secretary Date

RESOLUTION 10-03

Member Loomis introduced the following resolution and moved its adoption:

RESOLUTION DESIGNATING DEPOSITORIES FOR
BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that the following are named as depositories for funds, subject to the furnishing of collateral for funds on deposit as provided in the Laws of the State of Minnesota: **RBC Dain Rauscher; Wells Fargo; 4M Fund**

BE IT FURTHER RESOLVED that a sweep account will be used for nightly balances.

BE IT FURTHER RESOLVED that the following signatories or alternates are authorized to be signatories on checks drawn on funds deposited:

General Checking: Chair or Vice Chair and Treasurer or Deputy Treasurer
Each check shall require two signatures.

BE IT FURTHER RESOLVED that the following shall be authorized to make investments of the Bassett Creek Watershed Management Commission and shall be authorized to deposit the principal of said investments in the above named depositories as necessary and beneficial to the Bassett Creek Watershed Management Commission: Deputy Treasurer of the Bassett Creek Watershed Management Commission.

The Deputy Treasurer shall supply each of the depositories with certified copies of this resolution along with such signature documentation as is required by the depository and the authorizations set forth above.

Adopted by the Board of the Bassett Creek Watershed Management Commission this 21 day of January 2010.

Virginia K. Black 1-21-10
Chair Date

ATTEST:

Pauline Langsdorf 1-21-10
Secretary Date

The motion for the adoption of the foregoing resolution was seconded by Member Stauner and upon a vote being taken thereon, the following voted in favor thereof: 8 and the following voted against the same 0 whereupon said resolution was declared duly passed and adopted.

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 10-04

A RESOLUTION APPROVING THE LOCAL PLAN PREPARED
BY THE CITY OF ROBBINSDALE

WHEREAS, the Bassett Creek Water Management Commission has been organized as a joint powers watershed management organization pursuant to the authority set forth in Minnesota Statutes, Section 103B.211, and

WHEREAS, the Commission has prepared a water management plan, which has been reviewed by all appropriate state and local agencies and has been approved by the Board of Water and Soil Resources, and

WHEREAS, the water management plan of the Commission and Minnesota Statutes require that local water management plans be prepared as required by Minnesota Statutes, Section 103B.235 and in accordance with Minnesota Rules, Chapter 8410, and

WHEREAS, the City of Robbinsdale has prepared and submitted to the Commission the City's local water management plan, and

WHEREAS, Minnesota Statutes, Section 103B.235, Subd. 3 authorizes the watershed management organization to review and approve local water management plans and to take other actions necessary to assure that the local plan is in conformance with the Commission's plan and the standards set forth therein,

NOW, THEREFORE, BE IT RESOLVED By the Bassett Creek Water Management Commission, as follows:

1. The Robbinsdale Local Surface Water Management Plan dated December 2009, as amended, is hereby approved.
2. This Commission has reviewed the plan and hereby determines that the plan has been prepared in accordance with the requirements of Minnesota Statutes, Section 103B.235 and Minnesota Rules 8410.0160 and 8410.0170, and contains the requirements for local plans.
3. In accordance with Minnesota Statutes, Section 103B.235, Subd. 4, the Robbinsdale plan shall be adopted and implemented by the City within 120 days of this action, and the City shall amend its official controls in accordance with the plan within 180 days.

4. Pursuant to Minnesota Statutes, Section 103B.235, Subd. 5, and consistent with the Bassett Creek Water Management Plan, the City shall submit amendments to the local water management plan to this Commission for review and approval in accordance with State Statutes and Minnesota Rules.

Linda R. Loomis 3-18-10
Chair Date

Attest:

Pauline A. Longdoen 3/30/10
Secretary Date

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 10-05

A RESOLUTION APPROVING THE LOCAL PLAN PREPARED
BY THE CITY OF MEDICINE LAKE

WHEREAS, the Bassett Creek Water Management Commission has been organized as a joint powers watershed management organization pursuant to the authority set forth in Minnesota Statutes, Section 103B.211, and

WHEREAS, the Commission has prepared a water management plan, which has been reviewed by all appropriate state and local agencies and has been approved by the Board of Water and Soil Resources, and

WHEREAS, the water management plan of the Commission and Minnesota Statutes require that local water management plans be prepared as required by Minnesota Statutes, Section 103B.235 and in accordance with Minnesota Rules, Chapter 8410, and

WHEREAS, the City of Medicine Lake has prepared and submitted to the Commission the City's local water management plan, and

WHEREAS, Minnesota Statutes, Section 103B.235, Subd. 3 authorizes the watershed management organization to review and approve local water management plans and to take other actions necessary to assure that the local plan is in conformance with the Commission's plan and the standards set forth therein,

NOW, THEREFORE, BE IT RESOLVED By the Bassett Creek Water Management Commission, as follows:

1. The Medicine Lake Local Surface Water Management Plan dated May 2010, as amended, is hereby approved.
2. This Commission has reviewed the plan and hereby determines that the plan has been prepared in accordance with the requirements of Minnesota Statutes, Section 103B.235 and Minnesota Rules 8410.0160 and 8410.0170, and contains the requirements for local plans.
3. In accordance with Minnesota Statutes, Section 103B.235, Subd. 4, the Medicine Lake plan shall be adopted and implemented by the City within 120 days of this action, and the City shall amend its official controls in accordance with the plan within 180 days.

4. Pursuant to Minnesota Statutes, Section 103B.235, Subd. 5, and consistent with the Bassett Creek Water Management Plan, the City shall submit amendments to the local water management plan to this Commission for review and approval in accordance with State Statutes and Minnesota Rules.

Linda L. Loomis
Chair Date 7-15-2010

Attest:

Pauline A. Langsdorf
Secretary Date 7/15/10

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 10-06

A RESOLUTION ACCEPTING A DONATION FOR LAKE MONITORING

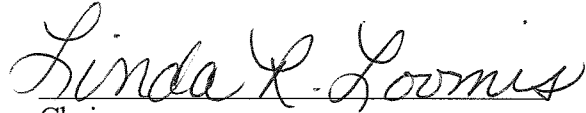
WHEREAS, Caroline Amplatz, representing Caroline's Kids Foundation, has offered to donate to the Commission \$550.00 to be used to fund lake monitoring at a second monitoring site on Sweeney Lake under the Citizens Assisted Monitoring Program with the Metropolitan Council; and

WHEREAS, the Commission has determined that it is reasonable and proper and in the best interests of the public that such donation should be accepted and used for the purpose stated.

NOW, THEREFORE, BE IT RESOLVED by the Bassett Creek Watershed Management Commission:


1. The donation from the Caroline's Kids Foundation is hereby accepted with gratitude.
2. The Chair is authorized to execute an amendment to the contract with the Metropolitan Council for the Citizens Assisted Monitoring Program to add a second monitoring site on Sweeney Lake at an additional cost to the Commission of \$550.00, upon receipt of that sum from the Foundation.

Adopted by the Bassett Creek Watershed Management Commission the 15th day of July, 2010.


Chair

7-15-2010

ATTEST:


Secretary
7/15/10

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 10-07

RESOLUTION APPROVING WATERSHED PLAN AMENDMENT

WHEREAS, the Commission is the watershed management organization responsible for preparing a watershed plan for the Bassett Creek watershed, pursuant to Minn. Stat. § 103B.231; and

WHEREAS, the Commission adopted its watershed plan entitled, "Bassett Creek Watershed Management Commission, Water Management Plan, July 2004" on September 16, 2004 (hereinafter the "Plan"); and

WHEREAS, the Commission has submitted for review an amendment to the Plan to modify the capital improvement program as follows (the "Plan Amendment"):

- Two additions to Table 12-2, Water Quality Management and Flood Control 10-Year Capital Improvements Program (CIP);
 - One project is proposed to restore the Main Stem of Bassett Creek in the City of Golden Valley, from Highway 169 to the City of Crystal boundary; construction is to begin in 2011.
 - One project is proposed to restore the North Branch of Bassett Creek from 36th Avenue to Bassett Creek Park in the City of Crystal; construction is to begin in 2011; and

WHEREAS, the Plan Amendment has been reviewed in accordance with the requirements of Minn. Stat. § 103B.231, which review is complete; and

WHEREAS, the Commission finds that the adoption of the Plan Amendment is in accordance with the requirements of law and in the best interests of the public;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The Plan Amendment is hereby approved in accordance with Minn. Stat. § 103B.231, Subd. 10.
2. The Recorder is directed to transmit a copy of the Plan Amendment to Hennepin County, the Minnesota Board of Water and Soil Resources, and the clerks of all member cities.

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 10-08

A RESOLUTION ORDERING 2011 IMPROVEMENTS,
DESIGNATING MEMBERS
RESPONSIBLE FOR CONSTRUCTION, AND MAKING FINDINGS
PURSUANT TO MINNESOTA STATUTES, SECTION 103B.251

WHEREAS, on September 16, 2004, the Commission adopted the *Bassett Creek Watershed Management Commission, Water Management Plan, July 2004* (the "Plan"); and

WHEREAS, the Plan includes a Capital Improvement Program ("CIP") listing capital projects in Table 12-2 of the Plan; and

WHEREAS, the CIP, as amended by Resolution No. 10-07 adopted on September 23, 2010, includes the following capital projects for the year 2011:

Restoration of the Main Stem of Bassett Creek from Wisconsin Avenue to Rhode Island Avenue in the City of Golden Valley and from Duluth Street in Golden Valley to the City of Crystal boundary (the "Bassett Creek Project").

Restoration of the channel of the North Branch of Bassett Creek from 200 feet upstream of Douglas Drive to 32nd Avenue North in the City of Crystal (the "North Branch Project").

(hereinafter collectively referred to as the "2011 Projects"); and

WHEREAS, the Plan specifies a county tax levy under Minn. Stat., § 103B.251 as the source of funding for the 2011 Projects; and

WHEREAS, on September 23, 2010, following published and mailed notice in accordance with the Commission's Joint Power Agreement and Minn. Stat., § 103B.251, the Commission conducted a public hearing on the 2011 Projects; and

WHEREAS, by Resolution 09-05, adopted on September 17, 2009, the Commission approved a project to restore the channel of the Main Stem of Bassett Creek from the Crystal City Boundary to Regent Avenue in the City of Golden Valley (the "2010 Project"); and

WHEREAS, Resolution 09-05 provided that funds would be raised for the 2010 Project by tax levy, pursuant to Minn. Stat., § 103B.251, in 2010 for collection in 2011 in the amount of Six Hundred One Thousand Three Hundred Dollars (\$601,300); and

WHEREAS, a grant for the 2010 Project has been approved in the amount of One Hundred Thirty-Five Thousand Dollars (\$135,000) from Hennepin County (the "Hennepin County Grant"); and

WHEREAS, One Hundred Eighty Thousand Dollars (\$180,000) has been allocated to the 2010 Project out of a grant in the amount of Three Hundred Sixty Thousand Dollars (\$360,000) from the Minnesota Board of Water and Soil Resources ("BWSR") (the "BWSR Grant"); and

WHEREAS, the Hennepin County Grant and the portion of the BWSR Grant allocated to the 2010 Project have reduced the amount needed to be raised by tax levy pursuant to Minn. Stat., § 103B.251 to Two Hundred Eight-Six Thousand Three Hundred Dollars (\$286,300).


NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The 2011 Projects will be conducive to the public health and promote the general welfare and are in compliance with Minnesota Statutes, Sections 103B.205 to 103B.255 (the "Act") and with the Plan as adopted and amended in accordance with the Act. The 2011 Projects are hereby ordered.
2. The estimated cost of the Bassett Creek Project is Five Hundred Eighty Thousand Two Hundred Dollars (\$580,200). Of this amount, Four Hundred Nineteen Thousand Five Hundred Dollars (\$419,500) will be paid from the Commission's Capital Improvement Program Closed Project Account. Up to One Hundred Sixty Thousand Seven Hundred Dollars (\$160,700) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251, levied in 2010 for collection in 2011.
3. The estimated cost of the North Branch Project is Eight Hundred Thirty-Four Thousand Nine Hundred Dollars (\$834,900). Of this amount, Four Hundred Nineteen Thousand Five Hundred Dollars (\$419,500) will be paid from the Commission's Capital Improvement Program Closed Project Account. Up to Four Hundred Fifteen Thousand Four Hundred Dollars (\$415,400) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251 levied in 2010 for collection in 2011.
4. Of the costs of the 2011 Projects, the Commission hereby certifies costs to Hennepin County in accordance with Minnesota Statutes, Section 103B.251 of One Hundred Sixty Thousand Seven Hundred Dollars (\$160,700) for the Bassett Creek Project and Four Hundred Fifteen Thousand Four Hundred Dollars (\$415,400) for the North Branch Project. For the 2010 Project, the Commission hereby certifies costs to Hennepin County in accordance with Minnesota Statutes, Section 103B.251 of Two Hundred Eight-Six Thousand Three Hundred Dollars (\$286,300). The total amount certified to Hennepin County for the 2010 Project and the 2011 Projects is Eight

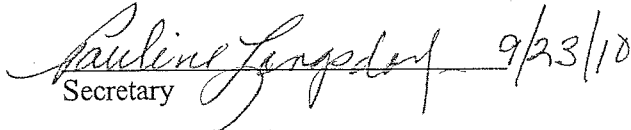
Hundred Sixty-Two Thousand Four Hundred Dollars (\$862,400) for payment by the county in accordance with Minnesota Statutes, Section 103B.251, Subd. 6.

5. The Commission receives, accepts and approves the feasibility reports for the 2011 Projects.
6. The costs of each of the 2011 Projects will be paid by the Commission up to the amounts specified in paragraphs 2 and 3 above from proceeds received from Hennepin County pursuant to Minnesota Statutes, Section 103B.251. Additional costs may be paid by the cities in which the Projects are constructed, but no costs will be charged to other members of the Commission.
7. The City of Golden Valley is designated as the member responsible for contracting for the construction of the Bassett Creek Project, and the engineer designated for preparation of plans and specifications is the Golden Valley City Engineer, or other substitute engineers selected and retained by the City of Golden Valley. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Golden Valley.
8. The City of Crystal is designated as the member responsible for contracting for the construction of the North Branch Project, and the engineer designated for preparation of plans and specifications is the Crystal City Engineer, or other substitute engineers selected and retained by the City of Crystal. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Crystal.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 23rd day of September, 2010.


Chair

ATTEST:


Secretary 9/23/10

RESOLUTION NO. 10-09

A RESOLUTION APPROVING THE TRANSFER OF BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS FROM THE ADMINISTRATIVE ACCOUNT TO THE EROSION/SEDIMENT (CHANNEL MAINTENANCE) ACCOUNT, LONG-TERM MAINTENANCE ACCOUNT, AND TMDL STUDIES ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission that:

1. \$25,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Erosion/Sediment (Channel Maintenance) account.
2. \$25,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Long-Term Maintenance account.
3. \$10,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the TMDL Studies account.

Linda R. Loomis

Chair

Date

1-6-11

Attest:

Pauline A. Langston

Secretary

Date

1-13-11

Appendix C
Capital Improvements Program

Recommended Bassett Creek Capital Improvements Program Revised February 9, 2011

Year	Project Description	Project Number	Estimated Cost	Proposed Assessment
2010	Restore Main Stem Channel, Crystal Border to Regent Ave.-Golden Valley/Crystal	2010CR	\$636,000 ¹	Approved Assessment ⁷
2010	Restore Plymouth Creek, Medicine Lake to 26 th Ave-Plymouth	2010CR	\$965,000 ²	Approved Assessment ⁸
2011	Restore Main Stem Channel, Duluth St. to Crystal Border-Golden Valley	2011CR	\$580,200 ³	Approved Assessment ⁹
2011	Restore North Branch, 36 th Ave to Bassett Creek Park-Crystal	2011CR	\$834,900 ³	Approved Assessment ¹⁰
2012	Wirth Lake Outlet Modification (TMDL Implementation Project) – Golden Valley	WTH-4	\$250,000 ⁴	\$175,000 – 2012 ¹¹
2012	Restore Main Stem Channel, Irving Ave to Golden Valley Road-Minneapolis	2012CR	\$600,000 ⁴	\$600,000-2012
2012	Sweeney Lake Outlet Replacement – Golden Valley	FC-1	\$250,000 ⁴	\$0 – 2012 ¹²
2012	Schaper Pond Enhancements, Feasibility Study – Golden Valley	SL-1	\$50,000 ⁴	\$50,000 – 2012
2013	Dredge Pond NB-07, Northwood Lake Watershed-Plymouth	NL-2	\$943,000 ⁵	\$943,000-2013
2013	Lakeview Park Pond Medicine Lake Watershed – Golden Valley	ML-8	\$196,000	\$150,000 – 2013 \$46,000 – 2014
2014	Main Stem Watershed Ponding Areas-Golden Valley	BC-8	\$285,000 ⁶	\$285,000 – 2014
2015	Main Stem Watershed Ponding Areas-Golden Valley-Minneapolis	BC-3,5,7	\$1,300,000 ⁵	\$1,100,000-2015 \$200,000-2016
2016	Construct Ponds NB35A,B,C and 29A,B, Northwood Lake Watershed -New Hope	NL-1	\$595,000 ⁵	\$595,000-2016
2016	Restore Plymouth Creek, 37 th Ave to 26 th Ave-Plymouth	2016CR	\$559,000 ⁵	\$300,000-2016 \$259,000-2017
2017	Divert Lancaster Lane Storm Sewer Northwood Lake Watershed—New Hope	NL-3	\$59,000 ⁵	\$59,000-2017

¹ August 2009, *Feasibility Report for Bassett Creek Restoration Project*

² July 2009, *Feasibility Report for Plymouth Creek Restoration Project*, current City of Plymouth estimate, \$770,000

³ September, 2010, *Feasibility Reports for Channel Restoration*

⁴ Bassett Creek CIP, 2010 Cost Update

⁵ Bassett Creek CIP, 2008 Cost Update

⁶ Bassett Creek CIP, 2011 Cost Update

⁷ Approved 2010 assessment \$34,800, and approved 2011 assessment \$286,300; balance funded from grants and reserves

⁸ Approved 2010 assessment \$902,462, balance funded from reserves

⁹ Approved 2011 assessment \$160,700; balance funded from reserves

¹⁰ Approved 2011 assessment \$415,400, balance funded from reserves

¹¹ Balance (\$75,000) funded through BWSR Clean Water Fund grant

¹² To be funded using flood control project long term maintenance funds

Appendix D

Web Site Usage Report

Table of Contents

- General Statistics
 - General Statistics
- Resources Accessed
- Visitors & Demographics
- Activity Statistics
- Technical Statistics
- Browsers & Platforms



Complete Report - Current Year 2010
www.bassettcreekwmo.org

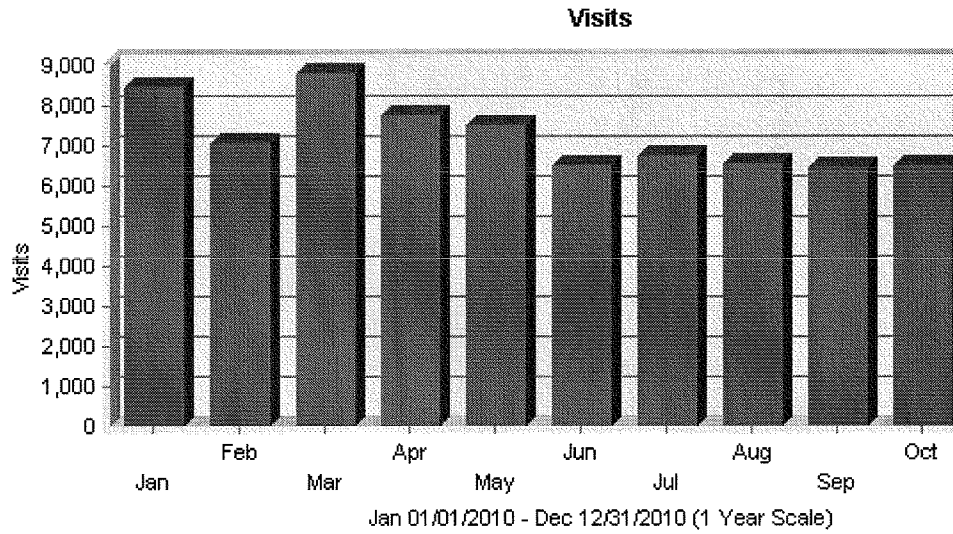
01/01/2010 00:00:00 - 12/31/2010
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Thursday March 31, 2011 -
 13:04:44

General Statistics

Help

The Visits graph displays the overall number of visits to your Web site. The General Statistics table provides an overview of the activity for your Web site during the specified time frame.



General Statistics

Hits	Entire Site (Successful)	247,760
	Average per Day	678
	Home Page	63,280
Page Views	Page Views	119,668
	Average per Day	327
	Average per Unique Visitor	17
Visits	Document Views	119,646
	Visits	87,538
	Average per Day	239
	Average Visit Length	02:03:39
	Median Visit Length	00:00:24
	International Visits	8.42%
	Visits of Unknown Origin	8.82%
	Visits from United States	82.74%
	Visits Referred by Search Engines	0
	Visits from Spiders	28,287
Visitors	Unique Visitors	7,012
	Visitors Who Visited Once	4,419
	Visitors Who Visited More Than Once	2,593