

Appendix D
Financial Information

2006 Operating Budget: Bassett Creek Watershed Mangement Commission - June 15, 2006

2006
BUDGET

ENGINEERING	
ADMINISTRATION	110,000
COMMISSION MEETINGS	8,000
SURVEYS & STUDIES	15,000
WATER QUANTITY/MONITORING	7,500
WATER QUALITY	38,000
WATERSHED INSPECTIONS	13,000
ANNUAL INSPECTION	8,500
REVIEW MUNICIPAL PLANS	15,000
ENGINEERING TOTAL	<u>215,000</u>
PLANNING:	
2ND GENERATION PLAN:	
ENGINEERING/CONSULTING	0
LEGAL	0
ADMINISTRATION	0
CIP PLAN IMPLEMENTATION:	0
SUB TOTAL PLANNING	<u>0</u>
LEGAL COSTS	13,500
AUDIT, INSURANCE & BONDING	7,500
FINANCIAL MANAGEMENT	1,200
SECRETARIAL SERVICES	27,000
PUBLICATIONS/ANNUAL REPORT	3,000
WEBSITE	4,000
PUBLIC COMMUNICATIONS	3,000
WOMP	10,000
CAMP	4,500
RIVER WATCH PROGRAM	2,000
WATERSHED PARTNERS	5,000
DEMONSTRATION PROJECTS	1,000
EROSION/SEDIMENT (CHANNEL MAINT)	25,000
LONG TERM MAINTENANCE (moved to CF)	25,000
CONTINGENCIES	33,000
TMDL STUDIES	35,000
GRAND TOTAL	<u><u>414,700</u></u>

Community	2006 Assessment
	\$385,875
Crystal	\$21,298
Golden Valley	\$96,952
Medicine Lake	\$2,713
Minneapolis	\$27,851
Minnetonka	\$18,391
New Hope	\$21,604
Plymouth	\$176,180
Robbinsdale	\$6,933
St. Louis Park	\$13,953
TOTAL	<u><u>\$385,875</u></u>

Bassett Creek Water Management Commission

2006 Budget and Levy

June 2005

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 budget proposal for 2005 was prepared by a Budget Committee consisting of John O'Toole (BCWMC and Committee Chair), Mayor Linda Loomis (Commission Treasurer), Michael Welch, Bill Yaeger, and Ginny Black. The Commission's technical advisor provided information on engineering-related items.

The approved 2005 budget is enclosed. Although the flood control project is completed, budget for inspecting the project and to create a reserve fund for future maintenance has been included. Since 2001, much of the work carried out by the BCWMC has been directed toward preparation of the State-mandated "second generation plan." The 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. The year 2006 budget of \$414,700 was adopted by seven commissioners voting in favor of the budget and two voting against the budget at the BCWMC meeting on June 16, 2005. Specific items in the budget are discussed below.

1. **Engineering** services are budgeted at \$170,000 in 2006. Many of the individual items are reduced from the 2005 budget. The Commission is considering adding an executive director who would be assigned some of the administrative tasks covered by the engineering budget in the past. These are: plan review costs (\$65,000), Attendance at Commission Meetings (\$8,000), Surveys and Studies (\$15,000), Water Quantity (\$7,500), Watershed Inspections (\$13,000), and Annual Inspections (\$8,500). Water Quality monitoring is budgeted for \$38,000. Municipal Plan Review is budgeted at \$15,000. 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, will now be concerned largely with monitoring water quality.
2. **Planning** services are not budgeted for in 2006.
3. Routine **Legal** services are budgeted at \$13,500.
4. **Financial Management** is budgeted for \$1,200 for services provided by the Deputy Treasurer at the City of Golden Valley.
5. **Liability Insurance, Auditing and Bonding** is budgeted at \$7,500.

6. **Secretarial** services, including mailing and copying, are budgeted at \$27,000.
7. **Public Relations** are budgeted as follows: Publications/Annual Report (\$3,000), Website improvements (\$4,000), Watershed Outlet Monitoring Program (WOMP) (\$10,000), Citizens Assisted Monitoring Program (CAMP) (\$4,500), the Hennepin Conservation District River Watch Program (\$2,000), Watershed Partners (\$5,000), and Public Communications (\$3,000).
8. **Demonstration Projects** budget was reduced to \$1,000. Criteria for use of these funds were adopted by the BCWMC at its May 19, 2005 meeting.
9. **Erosion/Sediment (Maintenance Project)** is budgeted at \$25,000.
10. **Long-Term Maintenance (Flood Control Project)** is budgeted at \$25,000.
11. The **Contingency** item is not budgeted for in 2006.
12. **Total Maximum Daily Load (TMDL) Studies** was added to the 2005 budget in the amount of \$35,000 in anticipation of a State mandate to prepare TMDL studies on impaired waters within the watershed. The budget amount of \$35,000 was again included in the 2006 budget for TMDL studies.
13. **Permit Review Fees** are being considered by the Commission to cover the expense of reviewing development plans for non-public entities. It is estimated that these fees will be approximately \$30,000.

At its June 16, 2005 meeting, the Commissioners also considered the assessment on the cities. The 2006 assessment was adopted by seven commissioners voting in favor and two voting against to levy \$385,875 for the 2006 fiscal year, as compared with the \$367,500 adopted in 2005, based on the following:

Funding Needs:

2006 Administrative Budget\$414,700

Funding Source:

Proposed 2006 Assessment\$385,875
 Permit Review Fees.....\$30,000

Assessment proposed for 2006 Capital Projects (Hennepin County).....\$598,310

The detailed levy for 2006 by communities is also enclosed.

Linda Loomis

 Linda Loomis, Treasurer

Enclosures: 2006 Budget
 2006 Assessments