



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners
From: Laura Jester, Administrator
Date: December 8, 2015

RE: Channel Maintenance Fund Policy Background and Funds-Available Table

At the meeting in November, the Commission requested additional background information on the Channel Maintenance Fund including how and when funds are being used by the cities.

Background:

The Fund was originally established by the BCWMC on January 15, 2004 as the “Streambank Maintenance, Repair, and Sediment Removal Fund” (Channel Maintenance Fund). The fund was set up to be distributed back to cities for restoration and channel maintenance projects along the BCWMC Trunk System, based on the percent of the Trunk System in that city. The funds were meant to be used for projects that would be identified in the streambank inventories. The fund began with some “seed money” left over from the Flood Control Project and the Commission transferred general funds into the Channel Maintenance Fund each year. However, as the streambank inventories were completed, it became evident that the stabilization and restoration projects that were needed were very expensive and would take much more funding than the Channel Maintenance Fund would be able to provide. Hence, began the current practice of using Hennepin County to levy on the Commission’s behalf through State Statute 103B.251.

This summer, BCWMC staff discovered discrepancies among various BCWMC documents regarding policies and uses of Channel Maintenance Funds and asked the TAC for assistance in refining the policies to better guide the program in the future. Policies that the TAC discussed and considered were compiled from several documents including the following:

- December 11, 2003 TAC Memo with recommendations approved by the Commission in January 2004
- Related policies from 2004 BCWMC Watershed Management Plan
- Channel Maintenance Fund policy from 2011 BCWMC Policy Manual
- Related policies from 2015 BCWMC Watershed Management Plan

The Commission currently transfers \$25,000 per year from its annual operating budget to the Channel Maintenance Fund. The funds are allocated to member cities based on their percentage in the overall Trunk System. This table shows the total funds budgeted over the life of the fund. A record of the uses and current fund balances are shown in the table on page 2.

Budget Year	Total Funds Budgeted
2003	\$50,000
2004 - 2013	\$250,000 (\$25,000 / year)
2014	\$25,000
2015	\$25,000
	TOTAL: \$350,000

Fund Allocation Based on Percentage of Trunk System

Allocation Formula: (Percent of trunk system) x (\$350,000) = Allocation

City	% Trunk System	Accumulated Funds	Approved Project ³	Funds Approved	Funds Reimbursed	Unused Project Funds	Unallocated Accumulated Funds Remaining ¹
Minneapolis	8.23	\$28,805	Supplemental funds for the Bassett Creek Main Stem Restoration Project (CR2012)	\$26,747.50 (Jan 2014)	\$26,747.50 (Nov 2015)	\$0	\$2,057.50
Golden Valley	48.99	\$171,465	Sweeney Lake Branch Streambank Stabilization at 215 King Road	\$2,640.00 (2004)	\$2,640.00 (11/2004)	\$0	-
			A 2012 stream bank restoration project immediately upstream of St. Croix Avenue, within the Main Stem Reach 1, Subreach 2.	\$82,100.00 (Jan 2012)	\$17,900.00 (Dec 2012) ²	\$64,200.00	-
			Stabilization along Bassett Creek Main Stem at private residences at 4840 and 4820 Markay Ridge	\$75,000.00 (June 2014)	\$34,747.50 (Feb 2015)	\$40,252.50	-
			Golden Valley SUBTOTAL	\$159,740.00	\$55,287.50	\$104,452.50	\$116,177.50
Plymouth	26.42	\$92,470	Plymouth Creek Channel Stabilization/ Sediment Removal downstream of fish barrier	\$45,000.00 (Nov 2008)	\$38,823.35 (Mar 2009)	\$6,176.65	\$53,646.65
New Hope	7.31	\$25,585	North Branch Channel Excavation Project	\$18,100.00 (Nov 2008)	\$0	\$18,100.00	
			Northwood West Inlet Cleaning	\$16,448.00 (Jan 2010)	\$0	\$16,448.00	
			Northwood Wetland Cleaning	\$75,000 - \$200,000 (Nov 2010)	\$0	\$75,000 - \$200,000	
			New Hope SUBTOTAL	\$109,548 - \$234,458	\$0	\$109,548 - \$234,458	\$0
Crystal	9.05	\$31,675	North Branch Bassett Creek Erosion Repair Project	\$31,675.00 (Nov 2015)	\$0	\$31,675.00	\$0
TOTAL	100.00	\$350,000					\$171,881.65

¹ Unallocated accumulated funds = accumulated funds – total funds reimbursed – funds approved w/o reimbursement request

² Reimbursement for work property owners on portions of the Main Stem of Bassett Creek adjacent @ 5919 and 5929 St. Croix Ave.

³ Table does not include approved projects that were either not constructed or completed and closed out without a reimbursement request from the city.