

Item 5Aiii.
BCWMC 8-15-24

	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	2023 Gross Expenses	2023 Revenue	2023 NET Expenses	Final 2024 Budget as amended	Expected 2024 Revenue	Expected 2024 NET Expenses	Proposed 2025 Budget to Cities in June	Budget Cmte Rec 11-mo year for 2025	See Notes
ENGINEERING & MONITORING														
Technical Services	145,000	132,541		132,541	145,000	145,181	-	145,181	145,000	-	145,000	145,000	133,000	(A1)
Development/Project Reviews	75,000	103,851	77,617	26,234	80,000	76,360	79,170	(2,810)	90,000	77,000	13,000	90,000	82,500	(A)
			Review fees				Review fees			Review fees				
Non-fee and Preliminary Reviews	22,000	17,788	1,000	16,788	30,000	19,003	-	19,003	30,000	-	30,000	25,000	23,000	(B)
			Cost share w/ MPLS								-			
Commission and TAC Meetings	14,000	13,119		13,119	15,000	15,199	-	15,199	15,000	-	15,000	16,000	10,700	(C)
Surveys and Studies	10,000	14,283		14,283	15,000	6,572	-	6,572	15,000	-	15,000	7,000	7,000	(D)
Water Quality / Monitoring	110,000	109,478		109,478	105,000	98,246	-	98,246	186,900	-	186,900	133,500	133,500	(E)
Water Quantity	8,000	6,369		6,369	9,000	7,935	-	7,935	9,000	-	9,000	9,000	8,250	(F)
Annual Flood Control Project Inspections	12,000	21,290	21,290	-	15,000	21,428	20,200	1,228	85,000	85,000	-	45,000	45,000	(G)
			Transfer from long term account				Transfer from long term account			Transfer from long term account				
Municipal Plan Review	2,000	1,464		1,464	2,000	1,860	-	1,860	2,000	-	2,000	2,000	2,000	(H)
Watershed Outlet Monitoring Program	28,500	28,425	3,750	24,675	27,000	22,249	4,500	17,749	26,500	5,000	21,500	29,300	29,300	(I)
			Grant from Met Council				Grant from Met Council			Grant from Met Council				
Annual XP-SWMM Model Updates/Reviews	5,000	8,983		8,983	3,000	1,277	-	1,277	3,000	-	3,000	-		(J)
APM/AIS Work	13,000	41,844	22,500	19,344	40,000	44,674	-	44,674	40,000	-	40,000	40,000	40,000	(K)
			DNR Grant & Cost share w/ TRPD					-						
Subtotal Engineering & Monitoring	\$444,500	\$499,435	\$126,157	\$373,278	\$486,000	\$459,984	\$103,870	\$356,114	\$647,400	\$167,000	\$480,400	\$541,800	\$514,250	See Notes
PLANNING														
Next Generation Plan Development	18,000	47,372	11,000	36,372	53,250	85,774	9,000	76,774	47,650	18,000	29,650	32,600	32,600	(L)
			Transfer from Plan account				Transfer from Plan account			Transfer from Plan account				
Subtotal Planning	\$18,000	\$47,372	\$11,000	\$36,372	\$53,250	\$85,774	\$9,000	\$76,774	\$47,650	\$18,000	\$29,650	\$32,600	\$32,600	

Item	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	2023 Gross Expenses	2023 Revenue	2023 NET Expenses	Final 2024 Budget as amended	Expected 2024 Revenue	Expected 2024 NET Expenses	Proposed 2025 Budget to Cities in June	Budget Cmte Rec 11-mo year for 2025	See Notes
ADMINISTRATION														
Administrator	70,848	69,174	34,000	35,174	78,750	70,517	44,140	26,377	78,750	44,760	33,990	78,750	72,200	(M)
			Transfer from CIP account				Transfer from CIP account			Transfer from CIP account				
Additional Staff												10,000	10,000	(MM)
MAWD Dues	7,500	7,500		7,500	7,500	7,500	-	7,500	7,500	-	7,500	7,500	7,500	(N)
Legal	17,000	20,204		20,204	17,000	22,296	-	22,296	26,520	-	26,520	26,520	24,300	(O)
Financial Management	13,500	14,260		14,260	14,540	15,240	-	15,240	17,000	-	17,000	19,800	18,150	(P)
Audit, Insurance & Bond	18,700	18,218		18,218	18,700	20,805	-	20,805	18,700	-	18,700	22,000	22,000	(Q)
Meeting Catering	1,300	1,830		1,830	2,400	1,935	-	1,935	2,400	-	2,400	2,400	2,200	(R)
Administrative Services	8,000	5,993		5,993	7,240	3,156	-	3,156	2,570	-	2,570	4,380	4,015	(S)
Subtotal Administration	\$136,848	\$137,179	\$34,000	\$103,179	\$146,130	\$141,449	\$44,140	\$97,309	\$153,440	\$44,760	\$108,680	\$171,350	\$160,365	
OUTREACH & EDUCATION														
Publications / Annual Report	1,300	1,164		1,164	1,000	1,338	-	1,338	1,200	-	1,200	1,300	1,300	(T)
Website	1,800	645		645	1,600	687	-	687	1,600	-	1,600	1,600	12,000	(U)
Watershed Education Partnerships	18,350	15,410		15,410	18,350	9,500	-	9,500	18,350	-	18,350	14,850	14,850	(V)
Education and Public Outreach	28,000	36,591	13,013	23,578	28,000	18,765	12,636	6,129	28,000	-	28,000	27,000	27,000	(W)
			Grant from BWSR			Grant from BWSR								
Public Communications	1,100	69		69	1,100	1,263	-	1,263	1,000	-	1,000	1,200	1,200	(X)
Subtotal Outreach & Education	\$50,550	\$53,879	\$13,013	\$40,866	\$50,050	\$31,553	\$12,636	\$18,917	\$50,150	\$0	\$50,150	\$45,950	\$56,350	
MAINTENANCE FUNDS														
Channel Maintenance Fund	25,000	25,000		25,000	25,000	25,000	-	25,000	25,000	-	25,000	25,000	25,000	(Y)
Flood Control Project Long-Term Maint.	25,000	25,000		25,000	35,000	35,000	-	35,000	35,000	-	35,000	35,000	35,000	(Z)
Subtotal Maintenance Funds	\$50,000	\$50,000	\$0	\$50,000	\$60,000	\$60,000	\$0	\$60,000	\$60,000	\$0	\$60,000	\$60,000	\$60,000	
TMDL WORK														
TMDL Implementation Reporting	7,000	3,397	-	3,397	-	-	-	-	-	-	-	-	-	(AA)
Subtotal TMDL Work	\$7,000	3,397	-	3,397	\$0	\$0	\$0	\$0						
GRAND TOTAL	\$706,898	\$791,262	\$184,170	\$607,092	\$795,430	\$778,760	\$169,646	\$609,114	\$958,640	\$229,760	\$728,880	\$851,700	\$823,565	

NOTES

(A1) General technical services by Barr Engineering; 2025 budget is same as 2024 budget (or 1/12 less with 11- mo year)

(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. No change in budget from 2024 (or 1/12 less with 11- mo year)

(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. Decreased budget due to 2022 and 2023 actuals (or 1/12 less with 11- mo year)

(C) Includes attendance at BCWMC meetings, TAC meetings and other committee meetings, as needed. 2025 budget is slightly increased due to 2023 actuals (or 1/12 less with 11- mo year)

(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 policy development, Sweeney Lake sediment monitoring, stream monitoring equipment purchase. Intended to give Commission flexibility to investigate or tackle unforeseen issues that arise. Budget lowered in 2020, 2021, and 2022 for budget savings. Increased in 2023 and 2024. 2025 budget significantly reduced for budget savings.

(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. 2024 and 2025 same as 2023 budget (or 1/12 less with 11- mo year)

(G) 2025 budget includes the once-every-5-year unsubmerged deep tunnel inspection (non-NASSCO) and annual inspections. Budget assumes \$25,000 for deep tunnel inspection (includes \$10,000 in subcontractor fees for crane and inspection/rescue support services), \$15,000 for annual inspections, and \$3,000-\$5,000 for coordination on flood control project issues. The BCWMC Flood Control Project Double Box Culvert Repairs CIP project (FCP-1) is slated for 2027, which means feasibility study is needed in 2025 or 2026. (Feasibility study will be financed with CIP funds.) The results of the 2024 double box culvert inspection will be used for the feasibility study. The last deep tunnel inspection was 2020, next one is due 2030.

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 tasks related to WOMP activities. Station was moved in late 2020. 2025 budget reflects 2024 contract with Stantec and includes Barr estimates (\$7,500 for Barr + \$21,800 for Stantec).

(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). 2024 and 2023 budgets include Barr requesting, compiling, and reviewing information provided by the cities and flagging those that are large enough/significant enough to incorporate into the XP-SWMM and P8 model updates. In 2025 the broader XP-SWMM to PCSWMM and update project will begin. Work typically included in this line item will be wrapped into that project instead. As this covers both XP-SWMM and P8, we assumed \$0 for the TMDL Implementation Reporting (P8 model update) budget.

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. No grant funds were recieved in 2023 and 2024. In 2022 and for a few years thereafter, treatment costs are expected to be significantly higher due to expanded treatment area allowed under 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 was initially planned to cover work in 2022. The Commission approved a revised Plan scope and budget in September 2022 to include additional funding to address "complex issues." In 2022, Barr spent approximately \$41,000 as part of the original Plan update and complex issues tasks. In 2023, Barr and the administrator spent \$72,987 as part of the original Plan update and complex issues tasks. In 2024, the combined budget for Barr and the Administrator is \$47,650. In 2025, the estimated combined budget for Barr and the Administrator is \$32,600 (\$22,900 for Barr, and \$9,700 for the Administrator). 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. No change in hourly rate for 2025. Changes to contracted hours to be discussed (or 1/12 less with 11-mo year).

(MM) Increased staff capacity. Although budgeted amount won't cover significantly increased staffing, it's a start and a placeholder for future additional staffing budget.

(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. Acutal costs in 2022 were \$3,000 over budget. 2024 budget was amended from \$21,000 to \$26,520 approved 12/21/23 to be more in line with acutal costs. Legal costs for some CIP projects will be charged to specific CIP budgets, as warranted (or 1/12 less with 11-mo year).

(P) In 2024, Commission began contractoing with the City of Plymouth for accounting services. 2025 budget is based on 2024 contract with \$1,334/month + \$150/hour for audit services up to 25 hours (or 1/12 less with 11-mo year).

(Q) Insurance and audit costs have risen considerably in the last few years. 2022 audit cost \$12,800. 2023 audit contract is for \$13,750. 2023 insurance was \$7,905.

(R) Assumes 12 in-person meetings @ \$200 per meeting (or 1/12 less with 11-mo year).

(S) Assumes the BCWMC contracts with a Recording Secretary @ \$40/hr * 4 hrs/mo for 12 months (\$1,920 total) + \$180/mo meeting packet printing/mailing + \$300 supplies (envelopes, stamps, etc) (or 1/12 less with 11-mo year)

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

(U) \$1,600 based on agreement with HDR for website hosting and maintenance activitieS + \$10,400 for website update (needed for ADA compliance and supported platform)

(V) Includes CAMP (\$7,000), Metro Watershed Partners (\$3,500), Children's Water Festival (\$350), Metro Blooms resident engagement in Minneapolis neighborhoods (\$4,000). Budget was reduced from previous years to remove Metro Blooms workshops (which have not been scheduled in last several years)

(W) Includes funding for West Metro Water Alliance at \$15,000 (an increase of \$2,000 over previous years to support new coordinator position) and \$12,000 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) \$35,000 Will be transferred to Long-Term Maintenance Fund. Budget increased from \$25,000 in 2023 to be more in line with expected costs at TAC's recommendation.

(AA) This task is meant for updating the P8 pollution model. A significant portion of the Commission's P8 model will be updated in 2024 as part of the Medicine Lake TMDL Assessment project. P8 model updates are also being planned for following the comprehensive update to the Commission's XPSWMM/PCSWMM model in 2026. Because of this, no additional P8 model updates are planned for 2025.

BCWMC 2025 Water Quality Monitoring Budgets - by item		
Item	Budget	Notes
Reporting on 2024 monitoring:		
Cavanaugh Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
Medicine Lake Report on 2024 Monitoring	\$10,000	Report will follow template of recent reports.
Parkers Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
Westwood Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
2025 monitoring:		
Year 2 of North Branch stream flow and quality monitoring	\$40,000	Flow and monitoring equipment will be reinstalled in the North Branch of Bassett Creek. Samples will be collected during 8 storm events and 7 baseflow events. Water depth, flow, temperature, and specific conductance will be continuously measured during the 2024 monitoring period. Dissolved oxygen will be continuously measured for 4 days during July or August. Storm and base flow samples will be analyzed for nutrients (total phosphorus, ortho phosphorus, dissolved phosphorus, nitrate/nitrite, ammonia, and total Kjeldahl nitrogen), solids (total suspended solids and volatile suspended solids), chlorides, hardness, calcium, and magnesium. Base-flow samples will also be analyzed for chlorophyll a, and E. coli bacteria. Quarterly grab samples will be analyzed for metals (chromium, cadmium, copper, lead, nickel, and zinc). Instantaneous dissolved oxygen and pH measurements will be taken when baseflow samples are collected. MCES Lab will perform the analyses. Four manual flow measurements will be taken to verify/adjust the rating curve. Budget assumes an average level of maintenance and trouble-shooting efforts. Cellular data services will be purchased directly from the vendor (Campbell Scientific). Equipment will be removed at the end of the monitoring period. Data will be reviewed and QAQC'd. Data will be submitted to the MPCA EQuIS database.
Northwood and Crane Lakes	\$46,000	Detailed lake monitoring includes monitoring one location on Crane Lake and one location on Northwood Lake on 6 occasions for selected parameters (total phosphorus, ortho phosphorus, total nitrogen, chlorophyll a, chloride, temperature, pH, DO, and specific conductance), plus parameters associated with AIS vulnerability (alkalinity, sodium, hardness, calcium, and magnesium) sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of dissolved oxygen, temperature, total phosphorus, and specific conductance isopleths, completion of trend analyses of total phosphorus, chlorophyll a, and Secchi disc average summer values. Final report preparation(following template of recent reports) and presentation costs deferred to 2026.
General water quality	\$12,000	Based on past year actual budgets, increased to \$12,000 for 2025
Total Water Quality Monitoring	\$133,500	

Proposed 2025 Revenues		
Proposed Income	2025 Proposed Income to Cities in June	Budget Cmte Rec 11-month year in 2025
Assessments to cities	\$ 680,000	\$ 660,000
Investment Income		
CIP Administrative Funds (2.0% of est. requested levy of \$2,303,500)	\$ 46,070	\$ 46,070
Project review fees	\$ 77,000	\$ 70,600
Transfer from Long-term Maint Fund for Flood Control Proj Inspections	\$ 45,000	\$ 45,000
WOMP reimbursement	\$ 5,000	\$ 5,000
TRPD reimbursement		
Transfer from Watershed Plan Fund		
TOTAL PROPOSED INCOME	\$ 853,070	\$ 826,670
Expected Expenses		
Total operating budget	\$ 851,700	\$ 823,565
Fund Balance Details		
Est. Beginning Fund Balance (Jan 31, 2025)	\$ 431,209	\$ 431,209
Change in Fund Balance (income - expenses)	\$ 1,370	\$ 3,105
Est. Remaining Fund Balance (Jan 31, 2026)	\$ 432,579	\$ 434,314

City Assessments

Community	For Taxes Payable in 2024	2024 Percent of	Area Watershed (w/ 2022 changes)	Percent of	Average	City Assessments					2025 Assessments to Cities in June	Percent increase over 2024	Budget Cmte Rec 11-mo year	Percent increase over 2024
						2020	2021	2022	2023	2024				
	Net Tax Capacity	Valuation	in Acres	of Area	Percent	\$550,450	\$554,900	\$565,998	\$ 617,430	\$ 622,500	\$ 651,900		\$ 660,000	
Crystal	\$13,491,675	5.51	1,297	5.11	5.31	\$29,062	\$29,898	\$30,206	\$32,769	\$33,280	\$36,090	8.4%	\$35,028	5.3%
Golden Valley	\$59,252,512	24.19	6,615	26.05	25.12	\$144,693	\$145,228	\$148,477	\$155,084	\$159,957	\$170,800	2.4%	\$165,776	3.6%
Medicine Lake	\$1,665,817	0.68	199	0.78	0.73	\$3,975	\$3,928	\$3,988	\$4,518	\$4,455	\$4,976	7.1%	\$4,830	8.4%
Minneapolis	\$18,628,473	7.60	1,685	6.64	7.12	\$37,631	\$37,983	\$39,103	\$43,959	\$43,481	\$48,413	6.7%	\$46,989	8.1%
Minnetonka	\$17,027,639	6.95	1,108	4.36	5.66	\$29,967	\$29,622	\$30,437	\$34,927	\$34,069	\$38,466	8.2%	\$37,335	9.6%
New Hope	\$13,019,891	5.31	1,368	5.39	5.35	\$28,987	\$29,464	\$30,087	\$33,037	\$34,431	\$36,385	1.3%	\$35,315	2.6%
Plymouth	\$105,012,941	42.86	12,001	47.26	45.06	\$245,942	\$247,860	\$252,307	\$278,225	\$279,012	\$306,420	5.3%	\$297,408	6.6%
Robbinsdale	\$4,315,237	1.76	369	1.45	1.61	\$8,937	\$9,299	\$9,288	\$9,924	\$10,599	\$10,929	-1.1%	\$10,608	0.1%
St. Louis Park	\$12,574,371	5.13	752	2.96	4.05	\$21,257	\$21,618	\$22,105	\$24,987	\$23,216	\$27,519	13.6%	\$26,710	15.1%
TOTAL	\$244,988,556	100.00	25,394	100.00	100.00	\$550,450	\$554,900	\$565,998	\$ 617,430	\$ 622,500	\$ 680,000	9.2%	\$ 660,000	6.0%