


## Shingle Creek Watershed Management Commission Treasurer's Report

	2021 Budget	December	Jan 2022	%age YTD	2021 YTD
<b>REVENUE</b>					
Application Fees	20,000			65.50	13,100.00
Member Assessments	363,590			100.00	363,590.00
Interest and Dividends	20,000	18.85		0.82	163.56
Education Reimbursement	33,000			45.45	15,000.00
Rain Garden Workshops	6,000			-	-
<i>Transfer to (from) Grants (see following pages)</i>		-	-		322,498.74
<i>2020 Transfer to (from) Grants (see following pages)</i>					
<i>Transfer to (from) CIPs</i>		662,008.43			1,382,947.60
<i>Transfer to (from) Closed Projects Account</i>					-
<b>TOTAL REVENUE</b>	<b>442,590</b>	<b>662,027.28</b>	<b>-</b>		<b>2,097,299.90</b>
<b>EXPENSES</b>					
			<b>2021 Activity</b>		
<b>ADMINISTRATION</b>					
Administrative Services	71,000	3,920.50	4,356.15	83.67	59,404.80
Engineering Support	17,000	316.17	776.50	49.54	8,420.98
Project Reviews	1,500	60.97	1.22	93.83	1,407.45
<b>ENGINEERING</b>					
Administration	75,000	8,033.25	1,162.50	99.96	74,968.23
Grant Application Writing	11,000			100.05	11,005.00
Project Reviews/WCA	44,000	1,791.00	1,387.50	42.84	18,850.08
TMDL 5 Year Reviews	10,000	1,294.00	416.25	38.11	3,810.60
LEGAL - Legal Services	5,500	771.40	324.80	98.65	5,425.70
<b>MISCELLANEOUS</b>					
Bookkeeping	7,000	368.55	575.40	96.94	6,785.85
Audit	6,500			92.31	6,000.00
Insurance & Bonding	3,100	(1,010.00)		72.29	2,241.00
Meeting Expense	5,000			4.19	209.37
<b>PROGRAMS</b>					
Stream Monitoring	36,000	5,603.10	368.30	84.92	30,569.80
Stream Monitoring (USGS)	4,200			90.48	3,800.00
Lake Monitoring	24,000	1,453.29	676.25	96.83	23,238.74
Citizen Assisted Lake Monitoring (CAMP)	3,800		3,550.00	129.84	4,934.00
Volunteer Wetland Monitoring (WHEP)	2,000			-	-
Volunteer Stream Monitoring (River Watch)	1,000			-	-
Annual Monitoring Report	16,000		324.45	100.24	16,037.88
<b>Water Quality Education</b>					
Education Program	15,000	1,345.70	348.75	92.04	13,805.39
Education Grants	500			-	-
WMWA General Programs	20,000	2,289.82	206.84	46.50	9,299.04
WMWA Implementation/Watershed Prep	24,500	299.11	16.25	1.29	315.36
Rain Garden Workshops	8,000			-	-
Management Plan/Amendments	0	2,512.02	9,766.75		19,847.05
Subwatershed BMP Assessment	10,000	3,655.00			22,985.00
Flood Modeling and Mapping	0				553.00
<i>Transfer to (from) Grants (see following pages)</i>		9,931.51	39,101.46		224,206.47
<i>Transfer to (from) CIPs</i>					53,765.85
<i>Transfer to (from) City Cost Share Fund</i>					49,066.50
<i>Transfer to (from) Partnership BMP Cost Share Fund</i>			30,000.00		80,000.00
<i>Transfer to (from) Closed Projects Account</i>					-
<i>To/From Reserves</i>	20,990				
<b>TOTAL OPERATING EXPENSE</b>	<b>442,590</b>	<b>42,635.39</b>	<b>93,359.37</b>		<b>750,953.14</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/20</b>					<b>767,512.27</b>
<b>Plus Revenue Received 2021 to date</b>					<b>2,138,343.88</b>
<b>Minus Claims Approved to Date</b>					<b>(709,582.49)</b>
<b>Minus Claims Presented Current Month</b>					<b>(93,359.37)</b>
<b>Fund Balance</b>		<b>2,196,273.66</b>			<b>2,102,914.29</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	December	January	Total
Kennedy & Graven				<b>324.80</b>
Legal - General	52001		324.80	
Amorce I Ltd Partnership-Brooks Gardens	70829		30,000.00	<b>30,000.00</b>
City of New Hope-Meadow Lake Drawdown				<b>30,848.41</b>
Inv 8937 from 2021 CWF Grant	70731		24,108.75	
Inv 8971 from 2021 CWF Grant	70731		6,739.66	
Metropolitan Council - CAMP	56002		3,420.00	<b>3,420.00</b>
Stantec (formerly Wenck)				<b>22,760.05</b>
General Engineering	51001		1,162.50	
Grant Writing	51005			
Project Reviews	51002		1,387.50	
TMDL 5-Year Reviews	56011		416.25	
4th Generation Plan	51007		9,766.75	
CAMP	56002		130.00	
Stream Monitoring	56004		368.30	
Lake Monitoring	56010		676.25	
Education	57008		275.00	
Education - WMWA	57009			
Annual Water Quality Report	58002		324.45	
Bass/Pomerleau Alum Trmt Grant	70727		1,436.80	
Crystal Lake Management Plan Grant	70732		317.50	
SRP Channel Filter Project Grant	70738		6,498.75	
Ryan Lake SWA	58029			
Judie Anderson's Secretarial Service				<b>223.09</b>
WMWA General Expense	57009		206.84	
WMWA Educators/WS Prep	57011		16.25	
Judie Anderson's Secretarial Service				<b>5,783.02</b>
Administration	53001		4,356.15	
Project Review Support	53002		1.22	
Bookkeeping / Audit Prep	54002		575.40	
Education Programs	57008		73.75	
Engineering Support	53004		776.50	
Engineering Support - CIP General	53004			
Engineering Support - 4th Gen Plan	53007			
<b>Total Claims</b>				<b>93,359.37</b>
				
<b>Judie A Anderson, Deputy Treasurer</b>				

## Shingle Creek Watershed Management Commission Treasurer's Report

	Total Grant	December	Jan 2021	%age YTD	YTD
<b>GRANTS</b>					
Bass/Pomerleau Lakes Internal Load Reduction (	267,040				
Revenue					-
Expense		4,321.83	1,436.80		29,077.26
Balance		(4,321.83)	(1,436.80)		(29,077.26)
2018 BWSR Watershed-Based Funding	103,571				
Revenue					-
Expense					68,129.00
Balance		-	-		(68,129.00)
SRP Reduction Project (MPCA)	72,170				
Revenue					7,216.13
Expense					3,326.58
Balance		-	-		3,889.55
Crystal Lake Management Plan (MPCA)					
Revenue					19,527.61
Expense		1,967.18	317.50		61,416.22
Balance		(1,967.18)	(317.50)		(41,888.61)
MN DNR Floodplain Modeling & Mapping	50,000				
Revenue					26,913.00
Expense					-
Balance		-	-		26,913.00
2021 HC OG SRP Channel Filter Project	75,000				
Revenue					-
Expense		3,642.50	6,498.75		23,370.75
Balance		(3,642.50)	(6,498.75)		(23,370.75)
2021 BWSR WBIF Bass Creek Restoration	70,000				
Revenue					35,200.00
Expense					-
Balance		-	-		35,200.00
2021 BWSR WBIF Meadow Lake Drawdown & Al	40,000				
Revenue					19,800.00
Expense					10,364.85
Balance		-	-		9,435.15
2021 CWF Meadow Lake Mgt Plan	153,510				
Revenue					77,042.00
Expense			30,848.41		30,848.41
Balance		-	(30,848.41)		46,193.59
2021 CWF Connections II	328,000				
Revenue					163,713.00
Expense					-
Balance		-	-		163,713.00
<b>TOTAL GRANTS</b>					
Revenue					<b>349,411.74</b>
Expense		<b>9,931.51</b>	<b>39,101.46</b>		<b>224,206.47</b>
Balance		<b>(9,931.51)</b>	<b>(39,101.46)</b>		<b>125,205.27</b>
			<b>2021 Activity</b>		

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300

41-1225694

December 16, 2021

Statement No. 165286

Shingle Creek Watershed Management Commission

Judie Anderson

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447


Through November 30, 2021

SH220-00001      General

324.80

**Total Current Billing:** 324.80

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

  
\_\_\_\_\_  
Signature of Claimant

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

Shingle Creek Watershed  
Judie Anderson

November 30, 2021

SH220-00001    General

Through November 30, 2021

For All Legal Services As Follows:

			Hours	Amount
11/1/2021	SBK	Review and exchange correspondence with watershed administrator regarding meeting	0.10	20.30
11/4/2021	SBK	Prepare for and attend Shingle Creek WMO meeting; review packet; review related correspondence; review agreement and documents related to Meadow Lake project; research Wetland Conservation Act jurisdictional issues.	1.50	304.50
<b>Total Services:</b>			<b>\$</b>	<b>324.80</b>

**Total Services and Disbursements:    \$            324.80**

# INVOICE

**Amorce I Limited Partnership**  
**610 Ottawa Avenue North**  
**Golden Valley, MN 55422**  
**(952) 922-3881**

Bill To: Shingle Creek Watershed Management Commission

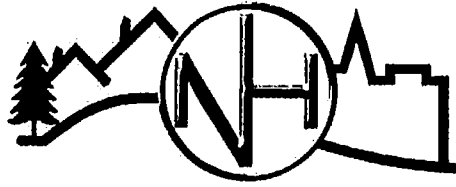
Re: Brook Gardens rain garden grant

Attention: Ed Matthiesen, Judie Anderson

Invoice Date: 12/16/2021

Amount: \$30,000.00

Information for final report at:  
<https://metroblooms.egnyte.com/fl/zU5yEvQGER>



**Remit To:**  
CITY OF NEW HOPE  
4401 XYLON AVENUE N  
NEW HOPE MN 55428

**Billing Address:** 115649  
SHINGLE CREEK WATER MANAGEMENT COMM.  
3235 FERNBROOK LN  
PLYMOUTH MN 55447

## INVOICE

8937

Invoice Date 12/20/2021

Due Date 1/19/2022

Page: 1

Item	Remark	Amount
001	Meadow Lake Drawdown Project	24,108.75
	<b>Total Amount Invoiced</b>	<b>24,108.75</b>
	<b>Tax Amount</b>	
	<b>Balance Due</b>	<b>24,108.75</b>

### CITY OF NEW HOPE

4401 Xylon Avenue North ♦ New Hope, Minnesota 55428-4898 ♦ [www.ci.new-hope.mn.us](http://www.ci.new-hope.mn.us)  
City Hall: 763-531-5100 ♦ Police (non-emergency): 763-531-5170 ♦ Public Works: 763-592-6777  
City Hall Fax: 763-531-5136 ♦ Police Fax: 763-531-5174 ♦ Public Works Fax: 763-592-6776



**Remit To:**

CITY OF NEW HOPE  
4401 XYLON AVENUE N  
NEW HOPE MN 55428

**Billing Address:** 115649  
SHINGLE CREEK WATER MANAGEMENT COMM.  
3235 FERNBROOK LN  
PLYMOUTH MN 55447

**INVOICE**

8971

Invoice Date 12/31/2021

Due Date 1/30/2022

Page: 1

Item	Remark	Amount
001	Meadow Lake Drawdown Project	6,739.66
	<b>Total Amount Invoiced</b>	<b>6,739.66</b>
	<b>Tax Amount</b>	
	<b>Balance Due</b>	<b>6,739.66</b>

**CITY OF NEW HOPE**

4401 Xylon Avenue North ♦ New Hope, Minnesota 55428-4898 ♦ [www. ci.new-hope.mn.us](http://www.ci.new-hope.mn.us)  
City Hall: 763-531-5100 ♦ Police (non-emergency): 763-531-5170 ♦ Public Works: 763-592-6777  
City Hall Fax: 763-531-5136 ♦ Police Fax: 763-531-5174 ♦ Public Works Fax: 763-592-6776





**INVOICE**

**Invoice No:** 0001133951  
**Invoice Date:** 12/30/21  
**Page:** 1 of 1

**Please Remit To:**  
Metropolitan Council  
Environmental Services  
PO Box 856513  
Minneapolis MN 55485-6513  
United States

**Customer Number:** 7126  
**Payment Terms:** Due 30 dys  
**Due Date:** 1/29/22

**Bill To:**  
SHINGLE CREEK WATERSHED MGMT COMMISSION  
JUDIE ANDERSON  
c/o JASS, Inc  
3235 Fernbrook Ln N  
Plymouth MN 55447  
United States

**AMOUNT DUE: \$ 3,420.00 USD**

**Amount Remitted**

For account questions: [metcar@metc.state.mn.us](mailto:metcar@metc.state.mn.us)

Line	Identifier	Description	Quantity	UOM	Unit Amt	Original Net Amount
1	CAMP	Citizen-Assist-Monitor-Prj	1.00	EA	3,420.00	3,420.00

**Subtotal:**

3,420.00

Contract: 21R004-P

Quantity of lake sites: 4 at \$760 each. 1 at \$380 each.  
2021 Citizen-Assisted Monitoring Program

For questions about this bill, please contact Brian Johnson at 651-602-8743 or [Brian.Johnson@metc.state.mn.us](mailto:Brian.Johnson@metc.state.mn.us).

ANY UNPAID BALANCE OVER 30 DAYS FROM DATE OF INVOICE WILL BE SUBJECT TO A FINANCE CHARGE AT THE RATE OF 1.5% PER MONTH (18% PER YEAR)

**Amount Due:**

**\$ 3,420.00**



INVOICE

**Invoice Number** 1851167  
**Invoice Date** November 4, 2021  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227704259

**Bill To**

Shingle Creek Watershed Management Commission  
 Judie Anderson  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>Shingle Creek and West Mississippi Fourth Generation Watershed Management Plan</b>		
Project Manager	Spector, Diane F	Contract Upset	74,706.00
Current Invoice Total (USD)	8,245.25	Amount Billed to Date	16,973.25
		For Period Ending	<b>October 22, 2021</b>

**Top Task** 100 **4th Gen Planning Services**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Krautmann, Kurt Thompson	18.50	107.00	1,979.50
Hyams, Aaron Robert	8.25	127.00	1,047.75
Kemmitt, Kathrine Lee (Katie)	18.00	131.00	2,358.00
Megow, Erik Robert	5.50	160.00	880.00
Spector, Diane F	11.00	180.00	1,980.00
<b>Subtotal Professional Services</b>	<u>61.25</u>		<u>8,245.25</u>

Top Task Subtotal	4th Gen Planning Services	8,245.25
	<b>Total Fees &amp; Disbursements</b>	<u>8,245.25</u>
	<b>INVOICE TOTAL (USD)</b>	<b>8,245.25</b>

**Due upon receipt or in accordance with terms of the contract**

SC - 5,771.68  
 WM - 2,473.57



INVOICE

**Invoice Number** 1864185  
**Invoice Date** December 8, 2021  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227702299

**Bill To**

Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001240-21-505: 2021 CAMP</b>		
Project Manager	Kemmitt, Katie	Contract Upset	1,514.00
Current Invoice Total (USD)	130.00	Amount Billed to Date	1,514.00
		For Period Ending	<b>November 30, 2021</b>

Top Task	100	Professional Services		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Krautmann, Kurt Thompson	2.00	65.00	130.00
	<b>Subtotal Professional Services</b>	<u>2.00</u>		<u>130.00</u>
Top Task Subtotal	Professional Services			130.00
	<b>Total Fees &amp; Disbursements</b>			<u>130.00</u>
	<b>INVOICE TOTAL (USD)</b>			<b>130.00</b>

**Due upon receipt or in accordance with terms of the contract**



INVOICE

**Invoice Number** 1872590  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702278  
**Customer Number** 165842  
**Project Number** 227702278

**Bill To**

Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001240-21-501: 2021 General Engineering - Shingle Creek</b>		
Project Manager	Matthiesen, Ed	Contract Upset	75,000.00
Current Invoice Total (USD)	1,162.50	Amount Billed to Date	74,968.23
		For Period Ending	<b>December 10, 2021</b>

**Top Task 101 2021 General Engineering**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	3.25	200.00	650.00
Matthiesen, Edward Armin (Ed)	2.50	205.00	512.50
<b>Subtotal Professional Services</b>	<u>5.75</u>		<u>1,162.50</u>

Top Task Subtotal 2021 General Engineering 1,162.50

**Total Fees & Disbursements** 1,162.50  
**INVOICE TOTAL (USD)** 1,162.50

**Due upon receipt or in accordance with terms of the contract**



INVOICE

**Invoice Number** 1872591  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702279  
**Customer Number** 165842  
**Project Number** 227702279

**Bill To**

Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001240-21-502: 2021 Project Reviews - Shingle Creek</b>		
Project Manager	Matthiesen, Ed	Contract Upset	44,000.00
Current Invoice Total (USD)	1,387.50	Amount Billed to Date	18,850.08
		For Period Ending	<b>December 10, 2021</b>

**Top Task 101 General Project Reviews**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Megow, Erik Robert	3.50	165.00	577.50
Matthiesen, Edward Armin (Ed)	0.75	205.00	153.75
<b>Subtotal Professional Services</b>	<u>4.25</u>		<u>731.25</u>

Top Task Subtotal General Project Reviews 731.25

**Top Task 102 WCA**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	3.75	175.00	656.25
<b>Subtotal Professional Services</b>	<u>3.75</u>		<u>656.25</u>

Top Task Subtotal WCA 656.25

**Total Fees & Disbursements** 1,387.50  
**INVOICE TOTAL (USD)** 1,387.50

**Due upon receipt or in accordance with terms of the contract**



INVOICE

**Invoice Number** 1872603  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702304  
**Customer Number** 165842  
**Project Number** 227702304

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

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<b>Project</b>	<b>B001240-21-510: 2021 TMDL 5 Year Reviews</b>		
Project Manager	Spector, Diane F	Contract Upset	10,000.00
Current Invoice Total (USD)	416.25	Amount Billed to Date	3,810.60
		For Period Ending	<b>December 10, 2021</b>

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**Top Task**                    **100**                    **Professional Services**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	2.75	115.00	316.25
Spector, Diane F	0.50	200.00	100.00
<b>Subtotal Professional Services</b>	<b>3.25</b>		<b>416.25</b>

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Top Task Subtotal	Professional Services	416.25
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<b>Total Fees &amp; Disbursements</b>	<b>416.25</b>
<b>INVOICE TOTAL (USD)</b>	<b>416.25</b>

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**Due upon receipt or in accordance with terms of the contract**

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INVOICE

**Invoice Number** 1872585  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702302  
**Customer Number** 165842  
**Project Number** 227702302

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

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**Project** B001240-21-508: 2021 Stream Monitoring  
 Project Manager Kemmitt, Katie Contract Upset 36,000.00  
 Current Invoice Total (USD) 368.30 Amount Billed to Date 30,569.80  
 For Period Ending **December 10, 2021**

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Top Task	100	Professional Services			
<u>Professional Services</u>					
Category/Employee		Current Hours	Rate	Current Amount	
		Omodt, Nicholas D (Nick)	0.75	103.00	77.25
		Stone, Alicia L (Ali)	1.50	103.00	154.50
		Wilkinson, Anne A	0.75	141.00	105.75
		<b>Subtotal Professional Services</b>	3.00		337.50

<b>Disbursements</b>					
		Usage - Vehicle			30.80
		<b>Subtotal Disbursements</b>			30.80

Top Task Subtotal	Professional Services	368.30
	<b>Total Fees &amp; Disbursements</b>	368.30
	<b>INVOICE TOTAL (USD)</b>	<b>368.30</b>

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Due upon receipt or in accordance with terms of the contract

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INVOICE

**Invoice Number** 1872586  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702303  
**Customer Number** 165842  
**Project Number** 227702303

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

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<b>Project</b>	<b>B001240-21-509: 2021 Lake Monitoring</b>		
Project Manager	Kemmitt, Katie	Contract Upset	36,000.00
Current Invoice Total (USD)	676.25	Amount Billed to Date	23,238.74
		For Period Ending	<b>December 10, 2021</b>

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**Top Task**                    **100**                    **Professional Services**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Krautmann, Kurt Thompson	4.00	65.00	260.00
Omodt, Nicholas D (Nick)	1.25	103.00	128.75
Kemmitt, Kathrine Lee (Katie)	0.50	115.00	57.50
<b>Subtotal Professional Services</b>	<b>5.75</b>		<b>446.25</b>

**Disbursements**

Direct - Subconsultant Expense	230.00
<b>Subtotal Disbursements</b>	<b>230.00</b>

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Top Task Subtotal	Professional Services	676.25
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<b>Total Fees &amp; Disbursements</b>	<b>676.25</b>
<b>INVOICE TOTAL (USD)</b>	<b>676.25</b>

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**Due upon receipt or in accordance with terms of the contract**

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INVOICE

**Invoice Number** 1872601  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702277  
**Customer Number** 165842  
**Project Number** 227702277

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001240-21-500: 2021 Annual WQ Report</b>		
Project Manager	Spector, Diane F	Contract Upset	24,000.00
Current Invoice Total (USD)	463.50	Amount Billed to Date	22,911.25
		For Period Ending	<b>December 10, 2021</b>

**Top Task** 100 **Professional Services**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Stone, Alicia L (Ali)	4.50	103.00	463.50
<b>Subtotal Professional Services</b>	<u>4.50</u>		<u>463.50</u>

Top Task Subtotal	Professional Services	463.50
	<b>Total Fees &amp; Disbursements</b>	<u>463.50</u>
	<b>INVOICE TOTAL (USD)</b>	<b>463.50</b>

**Due upon receipt or in accordance with terms of the contract**

SC - 324.45  
 WM - 139.05



INVOICE

**Invoice Number** 1872602  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702300  
**Customer Number** 165842  
**Project Number** 227702300

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

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**Project** B001240-21-506: 2021 Education and Outreach  
 Project Manager Spector, Diane F Contract Upset 28,500.00  
 Current Invoice Total (USD) 550.00 Amount Billed to Date 28,342.75  
 For Period Ending **December 10, 2021**

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**Top Task** 101 **General Education**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	2.75	200.00	550.00
<b>Subtotal Professional Services</b>	<u>2.75</u>		<u>550.00</u>

Top Task Subtotal General Education 550.00

---

**Total Fees & Disbursements** 550.00  
**INVOICE TOTAL (USD)** 550.00

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Due upon receipt or in accordance with terms of the contract

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SC - 275.00  
 WM - 275.00



INVOICE

**Invoice Number** 1872607  
**Invoice Date** December 23, 2021  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227704259

**Bill To**

Shingle Creek Watershed Management Commission  
 Judie Anderson  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>Shingle Creek and West Mississippi Fourth Generation Watershed Management Plan</b>		
Project Manager	Spector, Diane F	Contract Upset	74,706.00
Current Invoice Total (USD)	5,707.25	Amount Billed to Date	26,197.00
		For Period Ending	<b>December 10, 2021</b>

**Top Task**      **100**      **4th Gen Planning Services**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hyams, Aaron Robert	13.75	127.00	1,746.25
Kemmitt, Kathrine Lee (Katie)	6.00	131.00	786.00
Megow, Erik Robert	7.00	160.00	1,120.00
Mueller, Kevin James	1.50	160.00	240.00
Spector, Diane F	9.25	180.00	1,665.00
Matthiesen, Edward Armin (Ed)	0.75	200.00	150.00
<b>Subtotal Professional Services</b>	<u>38.25</u>		<u>5,707.25</u>

Top Task Subtotal	4th Gen Planning Services	5,707.25
	<b>Total Fees &amp; Disbursements</b>	<u>5,707.25</u>
	<b>INVOICE TOTAL (USD)</b>	<u>5,707.25</u>

**Due upon receipt or in accordance with terms of the contract**

SC - 3,995.07  
 WM - 1,712.18



INVOICE

**Invoice Number** 1872597  
**Invoice Date** December 23, 2021  
**Purchase Order** 227701160  
**Customer Number** 165842  
**Project Number** 227701160

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001240-18-200: Bass and Pomerleau Lakes Alum Treatment</b>		
Project Manager	Spector, Diane F	Contract Upset	117,000.00
Current Invoice Total (USD)	1,436.80	Amount Billed to Date	116,656.11
		For Period Ending	<b>December 10, 2021</b>

**Top Task 101 Technical Services**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	1.75	108.00	189.00
Spector, Diane F	1.00	198.00	198.00
<b>Subtotal Professional Services</b>	<u>2.75</u>		<u>387.00</u>

Top Task Subtotal Technical Services 387.00

**Top Task 102 Lake WQ Monitoring**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Wilkinson, Anne A	1.50	130.00	195.00
<b>Subtotal Professional Services</b>	<u>1.50</u>		<u>195.00</u>

**Disbursements**

Direct - Testing & Lab Charges	230.00
<b>Subtotal Disbursements</b>	<u>230.00</u>

Top Task Subtotal Lake WQ Monitoring 425.00

**Top Task 103 Follow-up Coring**

**Disbursements**

Direct - Testing & Lab Charges	624.80
<b>Subtotal Disbursements</b>	<u>624.80</u>



INVOICE

Invoice Number	1872597
Invoice Date	December 23, 2021
Purchase Order	227701160
Customer Number	165842
Project Number	227701160

Top Task Subtotal	Follow-up Coring	624.80
<b>Total Fees &amp; Disbursements</b>		<b>1,436.80</b>
<b>INVOICE TOTAL (USD)</b>		<b>1,436.80</b>

**Due upon receipt or in accordance with terms of the contract**



INVOICE

**Invoice Number** 1872598  
**Invoice Date** December 23, 2021  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227701416

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

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**Project** B001240-20-216: Crystal Lake Management Plan  
 Project Manager Spector, Diane F Contract Upset 140,830.00  
 Current Invoice Total (USD) 317.50 Amount Billed to Date 75,315.60  
 For Period Ending **December 10, 2021**

---

**Top Task 101C Water Quality Monitoring**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Wilkinson, Anne A	1.50	135.00	202.50
<b>Subtotal Professional Services</b>	<u>1.50</u>		<u>202.50</u>

**Disbursements**

Direct - Testing & Lab Charges	115.00
<b>Subtotal Disbursements</b>	<u>115.00</u>

---

Top Task Subtotal	Water Quality Monitoring	317.50
<b>Total Fees &amp; Disbursements</b>		<u>317.50</u>
<b>INVOICE TOTAL (USD)</b>		<b>317.50</b>

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**Due upon receipt or in accordance with terms of the contract**

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INVOICE

**Invoice Number** 1872606  
**Invoice Date** December 23, 2021  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227704180

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>SCWMC - SRP Channel Filter Project</b>		
Project Manager	Spector, Diane F	Contract Upset	46,070.00
Current Invoice Total (USD)	6,498.75	Amount Billed to Date	23,370.75
		For Period Ending	<b>December 10, 2021</b>

<b>Top Task</b>	<b>100</b>	<b>Project Coordination</b>		
<u>Professional Services</u>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Spector, Diane F	2.75	200.00	550.00
	<b>Subtotal Professional Services</b>	<u>2.75</u>		<u>550.00</u>
Top Task Subtotal	Project Coordination			550.00

<b>Top Task</b>	<b>200</b>	<b>60% Plans</b>		
<u>Professional Services</u>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Matthiesen, Edward Armin (Ed)	0.50	205.00	102.50
	<b>Subtotal Professional Services</b>	<u>0.50</u>		<u>102.50</u>
Top Task Subtotal	60% Plans			102.50

<b>Top Task</b>	<b>300</b>	<b>Final Plans and RFQ</b>		
<u>Professional Services</u>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Barth, Brendan Mercer	9.75	115.00	1,121.25
	Megow, Erik Robert	24.50	165.00	4,042.50
	Schroeher, Mark J	3.50	195.00	682.50
	<b>Subtotal Professional Services</b>	<u>37.75</u>		<u>5,846.25</u>
Top Task Subtotal	Final Plans and RFQ			5,846.25

		<b>Total Fees &amp; Disbursements</b>	<u>6,498.75</u>
		<b>INVOICE TOTAL (USD)</b>	<b>6,498.75</b>







3235 Fernbrook Lane  
Plymouth MN 55447

Shingle Creek / West Mississippi Watershed Management Commissions  
3235 Fernbrook Lane  
Plymouth, MN 55447

January 10, 2022

	Share	G/L	Shingle Creek			West Mississippi		Total Project Area	
			SC	WM			SC	WM	
Administrative		53001	65.00	-	0.25	65.00	16.25		
Administrative	70-30	53001	65.00	-		65.00	-		
Administrative	70-30	53001	23.49	70.00	1,151.01	70.00	493.29		
Administrative		53001	9.13	70.00	639.10	4.25	70.00	297.50	
Annual Report		53001	70.00	-		70.00	-		
Admin - Offsite		53001	75.00	-		75.00	-		
Admin - virtual meeting	70-30	53001	4.63	75.00	243.08	75.00	104.18		
Data Proessing/File Mgmt		53001	65.00	-		65.00	-		
Data Proessing/File Mgmt	70-30	53001	70.00	-		70.00	-		
Annual Storage Rental - .14/.11		53001	1.00	43.68	43.68	1.00	34.32	34.32	
Office Support	70-30	53001	12.00	210.00	1,764.00	210.00	756.00		
Data Processing/File Mgmt	70-30	53001	1.66	70.00	81.34	70.00	34.86		
Archiving		53001	65.00	-		65.00	-		
Admin Reimbursables		53001	433.95	1.00	433.95	231.86	1.00	231.86	4,356.155
Bookkeeping		54022	65.00	-		65.00	-		
Bookkeeping		54022	8.22	70.00	575.40	5.42	70.00	379.40	
Audit Prep		54022	70.00	-		70.00	-	575.400	379.400
Project / WCA Reviews - Admin		53002	70.00	-		70.00	-		
Reimbursable Expenses		53002	1.22	1.00	1.22	1.00	-	1.220	-
H/H Reimbursables			1.00	-		1.00	-	0.000	0.00
Education - Admin	50-50	57008	65.00	-		65.00	-		
Education - Admin	50-50	57008	70.00	-		70.00	-		
Education - Admin - virtual	50-50	57008	1.50	75.00	56.25	75.00	56.25		
Website	50-50	57008	65.00	-		65.00	-		
Website	50-50	57008	0.50	70.00	17.50	70.00	17.50		
Education Reimbursables	50-50	57008	1.00	-		1.00	-	73.750	73.750
Engineering Support - Admin		53004	65.00	-		65.00	-		
Engineering Support - Admin		53004	2.00	70.00	140.00	70.00	-		
Engineering Support - Offsite		53004	75.00	-		75.00	-		
Engineering Support - Secre	70-30	53004	65.00	-		65.00	-		
Engineering Support - Admin	70-30	53004	8.93	70.00	437.57	70.00	187.53		
Engineering Support -offsite	70-30	53004	3.33	75.00	174.83	75.00	74.93		
Engineering Support Rembursable:	70-30	53004	24.10	1.00	24.10	1.00	8.57	776.495	271.025
					<b>5,783.02</b>		<b>2,692.43</b>	<b>5,783.020</b>	<b>2,692.430</b>

**West Mississippi Watershed Management Commission  
Treasurer's Report**

	2021 Budget	December	Jan 2022	%age YTD	2021 YTD
<b>REVENUE</b>					
Application Fees	18,000			128.89	23,200.00
Member Assessments	153,600			100.00	153,600.00
Interest & Dividend Income	7,000	7.79		1.34	94.00
Miscellaneous Income					-
<i>Transfer to (from) CIPs (see CIP Tracker page)</i>		136,099.05			284,318.31
<i>To (From) Reserve</i>					-
<b>TOTAL REVENUE</b>	<b>178,600</b>	<b>136,106.84</b>	<b>-</b>		<b>461,212.31</b>
<b>EXPENSES</b>					
			<b>2021 Activity</b>		
<b>ADMINISTRATION</b>					
Administrative Services	30,000	1,556.95	1,968.26	92.06	27,618.12
Engineering Support	5,000	135.50	271.02	59.49	2,974.58
Project Reviews	1,500			80.47	1,207.09
<b>ENGINEERING</b>					
Administration	31,500	3,965.00	1,767.50	89.59	28,221.25
Grant Application Writing	1,000			0.00	-
Project Review	30,000	1,140.00	102.50	65.14	19,541.25
<b>LEGAL</b>					
Legal Services	4,000	223.30		71.70	2,867.90
<b>MISCELLANEOUS</b>					
Bookkeeping	3,000	217.10	379.40	106.43	3,192.85
Audit	5,500			81.82	4,500.00
Insurance & Bonding	2,800	(993.00)		80.64	2,258.00
Meeting Expense	2,700			3.32	89.73
<b>PROJECTS</b>					
Volunteer Wetland Monitoring (WHEP)	2,000			0.00	-
Macroinvertebrate Monitoring (River Watch)	0				-
Outfall and Stream Monitoring	22,600	5,632.24	513.13	46.44	10,495.36
Annual Water Quality Report	8,000		139.05	85.92	6,873.37
Water Quality Education					
Education	15,000	1,345.70	348.75	92.04	13,805.39
Education Grants	500			0.00	-
WMWA General Programs	5,000			60.00	3,000.00
WMWA Implementation/Watershed Prep	6,500			30.77	2,000.00
Rain Garden Workshops	2,000			0.00	-
Management Plan/Amendments	0	1,076.58	4,185.75		8,505.86
<i>Transfer to (from) CIPs</i>					200.82
<i>Transfer to (from) Grants</i>					35,442.00
<i>To (from) Reserves</i>					-
<b>TOTAL OPERATING EXPENSE</b>	<b>178,600</b>	<b>14,299.37</b>	<b>9,675.36</b>		<b>172,793.57</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/20</b>					<b>602,468.51</b>
<b>Plus Revenue Received to Date</b>					<b>461,539.92</b>
<b>Minus Claims Approved to Date</b>					<b>(190,359.32)</b>
<b>Minus Claims Presented Current Month</b>					<b>9,675.36</b>
<b>Fund Balance</b>		<b>892,999.83</b>			<b>883,324.47</b>





2522 Marshall Street NE  
Minneapolis, Minnesota 55418-3329

612-465-8780  
contacts@mwwmo.org

mwwmo.org

**MISSISSIPPI  
WATERSHED  
MANAGEMENT  
ORGANIZATION**

# Invoice

Date: 1/7/2022  
Invoice Number: 5  
Amount Due: \$398.13  
From: 12/1/2021 to 12/31/2021

### Bill To:

Name of Organization: West Mississippi Watershed Management Commission

Address: 7500 Olson Memorial Highway, Suite 300, Golden Valley, MN 55427

Primary Phone: 1.866.601.9636

Primary Contact: Ed Mattheisen

Title: Principal Engineer

Phone: 763.252.6851

E-mail: ematthiesen@wenck.com

### Expense Information

Quantity	Description	Unit Price	Amount
40	Mileage – Expense	\$0.575	\$23.00
2	Analytical lab cost	\$87.00	\$174.00
3.5 hrs.	Sample Collection		\$72.13
4.75 hrs.	Equipment maintenance		\$129.00
<b>Total</b>			<b>\$398.13</b>

### Make All Checks Payable To:

MWWMO

Attn: Accounts Payable

2522 Marshall Street NE

Minneapolis, MN 55418



INVOICE

**Invoice Number** 1851167  
**Invoice Date** November 4, 2021  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227704259

**Bill To**

Shingle Creek Watershed Management Commission  
 Judie Anderson  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>Shingle Creek and West Mississippi Fourth Generation Watershed Management Plan</b>		
Project Manager	Spector, Diane F	Contract Upset	74,706.00
Current Invoice Total (USD)	8,245.25	Amount Billed to Date	16,973.25
		For Period Ending	<b>October 22, 2021</b>

**Top Task 100 4th Gen Planning Services**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Krautmann, Kurt Thompson	18.50	107.00	1,979.50
Hyams, Aaron Robert	8.25	127.00	1,047.75
Kemmitt, Kathrine Lee (Katie)	18.00	131.00	2,358.00
Megow, Erik Robert	5.50	160.00	880.00
Spector, Diane F	11.00	180.00	1,980.00
<b>Subtotal Professional Services</b>	<u>61.25</u>		<u>8,245.25</u>

Top Task Subtotal 4th Gen Planning Services 8,245.25

**Total Fees & Disbursements** 8,245.25  
**INVOICE TOTAL (USD)** 8,245.25

**Due upon receipt or in accordance with terms of the contract**

SC - 5,771.68  
 WM - 2,473.57



INVOICE

**Invoice Number** 1872592  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702280  
**Customer Number** 165866  
**Project Number** 227702280

**Bill To**  
 West Mississippi Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001241-21-500: 2021 General Engineering - West Mississippi</b>		
Project Manager	Matthiesen, Ed	Contract Upset	31,500.00
Current Invoice Total (USD)	1,767.50	Amount Billed to Date	28,221.25
		For Period Ending	<b>December 10, 2021</b>

**Top Task 100 Professional Services**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	5.25	200.00	1,050.00
Matthiesen, Edward Armin (Ed)	2.50	205.00	512.50
Shoemaker, Todd E	1.00	205.00	205.00
<b>Subtotal Professional Services</b>	<u>8.75</u>		<u>1,767.50</u>

Top Task Subtotal Professional Services 1,767.50

**Total Fees & Disbursements** 1,767.50  
**INVOICE TOTAL (USD)** 1,767.50

**Due upon receipt or in accordance with terms of the contract**



INVOICE

**Invoice Number** 1872594  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702281  
**Customer Number** 165866  
**Project Number** 227702281

**Bill To**

West Mississippi Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001241-21-501: 2021 Project Reviews - West Mississippi</b>		
Project Manager	Matthiesen, Ed	Contract Upset	30,000.00
Current Invoice Total (USD)	102.50	Amount Billed to Date	19,541.25
		For Period Ending	<b>December 10, 2021</b>

**Top Task**      **101**      **General Project Reviews**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Matthiesen, Edward Armin (Ed)	0.50	205.00	102.50
<b>Subtotal Professional Services</b>	<u>0.50</u>		<u>102.50</u>

Top Task Subtotal	General Project Reviews	102.50
	<b>Total Fees &amp; Disbursements</b>	<u>102.50</u>
	<b>INVOICE TOTAL (USD)</b>	<b>102.50</b>

**Due upon receipt or in accordance with terms of the contract**



INVOICE

**Invoice Number** 1872587  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702305  
**Customer Number** 165866  
**Project Number** 227702305

**Bill To**  
 West Mississippi Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001241-21-502: 2021 Monitoring - West Mississippi</b>		
Project Manager	Kemmitt, Katie	Contract Upset	10,600.00
Current Invoice Total (USD)	115.00	Amount Billed to Date	5,381.97
		For Period Ending	<b>December 10, 2021</b>

Top Task	100	Professional Services		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Kemmitt, Kathrine Lee (Katie)	1.00	115.00	115.00
	<b>Subtotal Professional Services</b>	<u>1.00</u>		<u>115.00</u>
Top Task Subtotal	Professional Services			115.00
	<b>Total Fees &amp; Disbursements</b>			<u>115.00</u>
	<b>INVOICE TOTAL (USD)</b>			<b>115.00</b>

**Due upon receipt or in accordance with terms of the contract**





INVOICE

**Invoice Number** 1872607  
**Invoice Date** December 23, 2021  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227704259

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Judie Anderson  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>Shingle Creek and West Mississippi Fourth Generation Watershed Management Plan</b>		
Project Manager	Spector, Diane F	Contract Upset	74,706.00
Current Invoice Total (USD)	5,707.25	Amount Billed to Date	26,197.00
		For Period Ending	<b>December 10, 2021</b>

Top Task	100	4th Gen Planning Services			
<u>Professional Services</u>					
Category/Employee		Current Hours	Rate	Current Amount	
		Hyams, Aaron Robert	13.75	127.00	1,746.25
		Kemmitt, Kathrine Lee (Katie)	6.00	131.00	786.00
		Megow, Erik Robert	7.00	160.00	1,120.00
		Mueller, Kevin James	1.50	160.00	240.00
		Spector, Diane F	9.25	180.00	1,665.00
		Matthiesen, Edward Armin (Ed)	0.75	200.00	150.00
		<b>Subtotal Professional Services</b>	<u>38.25</u>		<u>5,707.25</u>
Top Task Subtotal	4th Gen Planning Services				5,707.25
		<b>Total Fees &amp; Disbursements</b>			<u>5,707.25</u>
		<b>INVOICE TOTAL (USD)</b>			<u>5,707.25</u>

Due upon receipt or in accordance with terms of the contract

SC - 3,995.07  
 WM - 1,712.18



INVOICE

**Invoice Number** 1872601  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702277  
**Customer Number** 165842  
**Project Number** 227702277

**Bill To**  
 Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**  
 Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001240-21-500: 2021 Annual WQ Report</b>		
Project Manager	Spector, Diane F	Contract Upset	24,000.00
Current Invoice Total (USD)	463.50	Amount Billed to Date	22,911.25
		For Period Ending	<b>December 10, 2021</b>

Top Task	100	Professional Services		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Stone, Alicia L (Ali)	4.50	103.00	463.50
	<b>Subtotal Professional Services</b>	<u>4.50</u>		<u>463.50</u>
Top Task Subtotal	Professional Services			463.50
	<b>Total Fees &amp; Disbursements</b>			<u>463.50</u>
	<b>INVOICE TOTAL (USD)</b>			<b>463.50</b>

Due upon receipt or in accordance with terms of the contract

SC - 324.45  
 WM - 139.05



INVOICE

**Invoice Number** 1872602  
**Invoice Date** December 23, 2021  
**Purchase Order** 227702300  
**Customer Number** 165842  
**Project Number** 227702300

**Bill To**

Shingle Creek Watershed Management Commission  
 Accounts Payable  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
 13980 Collections Center Drive  
 Chicago IL 60693  
 United States

<b>Project</b>	<b>B001240-21-506: 2021 Education and Outreach</b>		
Project Manager	Spector, Diane F	Contract Upset	28,500.00
Current Invoice Total (USD)	550.00	Amount Billed to Date	28,342.75
		For Period Ending	<b>December 10, 2021</b>

<b>Top Task</b>	<b>101</b>	<b>General Education</b>		
<b>Professional Services</b>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Spector, Diane F	2.75	200.00	550.00
	<b>Subtotal Professional Services</b>	<u>2.75</u>		<u>550.00</u>
Top Task Subtotal	General Education			550.00
	<b>Total Fees &amp; Disbursements</b>			<u>550.00</u>
	<b>INVOICE TOTAL (USD)</b>			<b>550.00</b>

**Due upon receipt or in accordance with terms of the contract**

SC - 275.00  
 WM - 275.00



**To:** Shingle Creek/West Mississippi WMO Commissioners

**From:** Ed Matthiesen, P.E.  
Diane Spector

**Date:** January 12, 2022

**Subject:** Education and Outreach Update

**Recommended  
Commission Action**

For information

### **WMWA Update**

The West Metro Water Alliance (WMWA) met on January 11, 2022, for its regular meeting. Highlights follow:

#### *EMWREP*

Angie Hong of the East Metro Water Resource Education Program (EMWREP) ([East Metro Water Education — Washington Conservation District \(mnwcd.org\)](http://East Metro Water Education — Washington Conservation District (mnwcd.org))) was the guest speaker to present about her organization and how it is funded and organized and works. EMWREP is a partnership of local governments in the eastern Metro area, mainly in Washington County but which is now expanding into other counties. EMREP was founded in 2006 with just 7 partners and has grown to 25, including all 8 of the WMOs in Washington County, The Washington Conservation District is the host organization and contributions from EMWREP partners pay for two full-time educators.

WMWA was particularly interested in learning how EMREP successfully grew and maintained the formal (and financial) participation of so many partners and how they were able to grow to become so successful. Most of the watershed districts in Hennepin County have their own education and outreach staff and education programs and have not been interested in participating formally with WMWA. The WMWA partners agreed to continue brainstorming on how WMWA can be more of value to them.

#### *Blue Thumb/Metro Blooms*

WMWA will be forwarding to the cities in the four WMOs information about 2022 potential resilient yards workshops that Metro Blooms now offers virtually. City sponsorship may fulfil an MS4s obligation to provide workshops or other learning opportunities to their residents.

#### *Flyer Update*

The four WMOs had previously authorized updating several brochures on topics that are required by the updated NPDES permits. WMWA has engaged a graphic designer to reformat several brochures into a consistent look and feel on the following topics: pet waste, water softeners, and proper ice melt use. These will be available to all the MS4s in the WMOs to help meet their NPDES permit obligations.

*Watershed PREP*

The new contracted educator is on board and is working with the retiring educator to start soliciting classroom opportunities for this spring. Given the current pandemic, she is prepared to do both in-person and virtual learning depending on the needs and desires of the individual school.

**Other***Website*

Staff are working on refreshing the website in concert with the Fourth Generation Plan process. Attached are the 2021 metrics showing the unique page views for the top 25 ages. The most visited pages continue to be pages for the Commission and TAC meeting materials and project review applications. Other pages average 10-20 hits per month. We are hopeful that our refresh and addition of an online interactive map will be an efficient and layperson-friendly way to navigate information.

*Social Media*

The Shingle Creek Facebook page currently has 213 followers. It has been a struggle to keep content and posts fresh and engaging. Many of the Commission posts are shares of posts from other watersheds or partners. Engagement has been most successful when we have posted project-related content on the Shingle Creek Facebook and then shared that post on another more focused page, such as sharing Crystal Lake posts onto a Robbinsdale resident's Facebook page. We will look to be more active and engaging in 2022.

**Next Meeting**

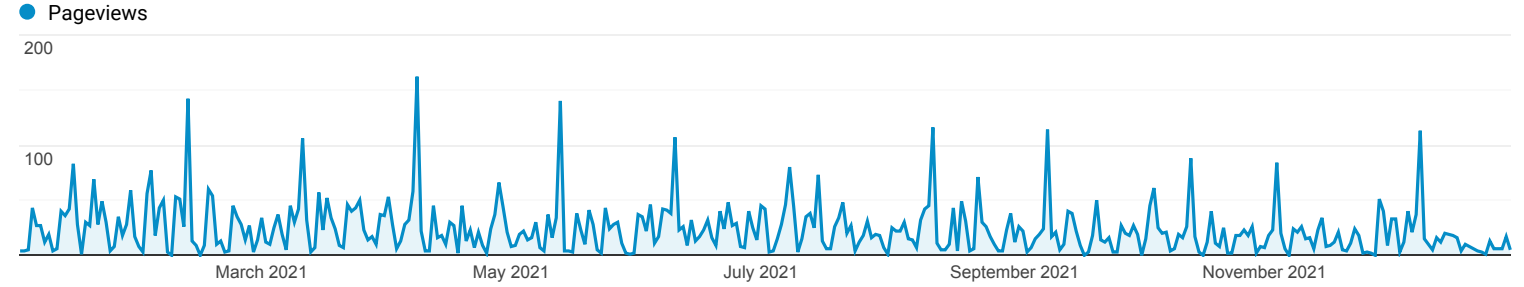
Next meeting is February 8, 2022.

Pages

**All Users**  
100.00% Pageviews

Jan 1, 2021 - Dec 31, 2021

Explorer



Page	Unique Pageviews	Unique Pageviews
	<b>7,371</b> % of Total: 100.00% (7,371)	<b>7,371</b> % of Total: 100.00% (7,371)
1. /	2,210	29.98%
2. /minutes--meeting-packets.html	678	9.20%
3. /application-materials.html	421	5.71%
4. /tac-meetings.html	346	4.69%
5. /maps.html	278	3.77%
6. /twin-lake-carp-management.html	216	2.93%
7. /staff.html	206	2.79%
8. /water-quality.html	206	2.79%
9. /contact-us.html	195	2.65%
10. /history.html	167	2.27%
11. /meetings.html	151	2.05%
12. /shingle-creek-commissioners.html	151	2.05%
13. /management-plan.html	132	1.79%
14. /project-reviews.html	131	1.78%
15. /biochar-filters.html	127	1.72%
16. /tmdls.html	109	1.48%
17. /standard-details.html	107	1.45%
18. /west-mississippi-commissioners.html	82	1.11%
19. /recent-projects.html	80	1.09%
20. /technical-advisory-committee.html	80	1.09%
21. /links-to-learn-more.html	77	1.04%
22. /projects-underway.html	75	1.02%
23. /resources.html	75	1.02%
24. /twin-lake-next-steps.html	75	1.02%
25. /what-you-can-do.html	75	1.02%