


Shingle Creek Watershed Management Commission Treasurer's Report

	2021 Budget	March	April	%age YTD	2021 YTD
REVENUE					
Application Fees	20,000			18.00	3,600.00
Member Assessments	363,590			100.00	363,590.00
Interest and Dividends	20,000	15.73		0.23	45.92
Education Reimbursement	33,000			-	-
Rain Garden Workshops	6,000			-	-
<i>Transfer to (from) Grants (see following pages)</i>		-	-		-
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Closed Projects Account</i>					-
TOTAL REVENUE	442,590	15.73	-		367,235.92
EXPENSES					
ADMINISTRATION					
Administrative Services	71,000	6,026.90	8,382.15	26.25	18,634.92
Engineering Support	17,000	463.78	2,048.53	18.87	3,207.76
Project Reviews	1,500	159.96	45.22	30.77	461.55
ENGINEERING					
Administration	75,000	6,581.75		17.43	13,072.25
Grant Application Writing	11,000	336.25		13.01	1,431.25
Project Reviews/WCA	44,000	1,564.00		7.60	3,345.25
TMDL 5 Year Reviews	10,000	345.00		3.45	345.00
LEGAL - Legal Services	5,500	263.90	284.20	9.97	548.10
MISCELLANEOUS					
Bookkeeping	7,000	275.60	369.20	16.78	1,174.55
Audit	6,500			-	-
Insurance & Bonding	3,100			-	-
Meeting Expense	5,000			-	-
PROGRAMS					
Stream Monitoring	36,000	548.30		3.05	1,098.05
Stream Monitoring (USGS)	4,200			-	-
Lake Monitoring	24,000			0.60	145.00
Citizen Assisted Lake Monitoring (CAMP)	3,800	206.00		11.35	431.25
Volunteer Wetland Monitoring (WHEP)	2,000			-	-
Volunteer Stream Monitoring (River Watch)	1,000			-	-
Annual Monitoring Report	16,000	1,535.45		37.35	5,976.08
Water Quality Education					
Education Program	15,000	1,632.39	296.31	24.80	3,719.63
Education Grants	500			-	-
WMWA General Programs	20,000	857.97		6.85	1,369.14
WMWA Implementation/Watershed Prep	24,500			-	-
Rain Garden Workshops	8,000			-	-
Management Plan/Amendments	0				-
Subwatershed BMP Assessment	10,000	1,015.00			1,015.00
<i>Transfer to (from) Grants (see following pages)</i>		4,080.47	-		6,076.35
<i>Transfer to (from) CIPs</i>			50,000.00		50,000.00
<i>Transfer to (from) Partnership BMP Retrofits Fund</i>					33,200.00
<i>Transfer to (from) Closed Projects Account</i>					-
<i>To/From Reserves</i>	20,990				
TOTAL OPERATING EXPENSE	442,590	87,318.33	61,425.61		145,251.13
CASH SUMMARY					
4M Fund Balance at 12/31/20					767,512.27
Plus Revenue Received 2021 to date					381,366.90
Minus Claims Approved to Date					(135,814.24)
Minus Claims Presented Current Month					(61,425.61)
Fund Balance		1,013,064.93			951,639.32

Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	March	April		Total
Kennedy & Graven					284.20
Legal - General	52001		284.20		
City of Brooklyn Center -Brine Equipment Co	70821		50,000.00		50,000.00
Wenck Associates					-
General Engineering	51001				
Grant Writing	51005				
Project Reviews	51002				
CAMP	56002				
Stream Monitoring	56004				
Lake Monitoring	56010				
TMDL 5-Year Reviews	56011				
Education	57008				
Education - WMWA	57009				
Annual Water Quality Report	58002				
SRP Reduction Grant	70729				
Crystal Lake Management Plan Grant	70732				
Ryan Lake SWA	20906				
Judie Anderson's Secretarial Service					-
WMWA General Expense	57009				
WMWA Educators/WS Prep	57011				
Judie Anderson's Secretarial Service					11,141.41
Administration	53001		8,382.15		
Project Review Support	53002		45.22		
Bookkeeping / Audit Prep	54002		369.20		
Education Programs	57008		296.31		
Engineering Support	53004		2,048.53		
Total Claims					61,425.61
 Judie A Anderson, Deputy Treasurer					

	Total Grant	March	April	%age YTD	YTD
GRANTS					
SRP Reduction Project	72,170				
Revenue					-
Expense		1,856.52			2,750.40
Balance		(1,856.52)	-		(2,750.40)
Crystal Lake Management Plan (MPCA)					
Revenue					-
Expense		2,223.95			5,652.55
Balance		(2,223.95)	-		(5,652.55)
TOTAL GRANTS					
Revenue		-	-		-
Expense		4,080.47	-		6,076.35
Balance		(4,080.47)	-		(6,076.35)

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300

41-1225694

March 23, 2021

Statement No. 160044

Shingle Creek Watershed Management Commission

Judie Anderson

JASS - Watershed Administrators
3235 Fernbrook Lane
Plymouth, MN 55447

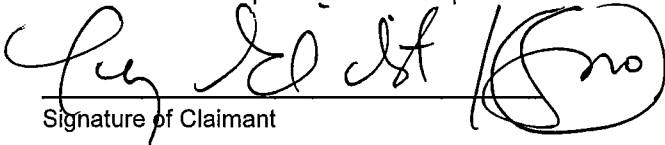
Through February 28, 2021

SH220-00001 General

284.20

Total Current Billing: 284.20

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

February 28, 2021

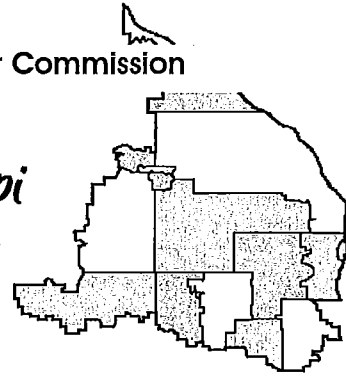
SH220-00001 General

Through February 28, 2021

For All Legal Services As Follows:

			Hours	Amount
2/8/2021	TJG	Draft resolution authorizing electronic storage of documents and electronic transactions; email same to office for review	0.60	121.80
2/11/2021	TJG	Prepare for and participate in meeting	0.80	162.40
Total Services:			\$	284.20

Total Services and Disbursements: \$ 284.20



3235 Fernbrook Lane N • Plymouth, MN 55447
 Tel: 763.553.1144 • Fax: 763.553.9326
 Email: judle@jass.biz • Website: www.shinglecreek.org

**Shingle Creek and West Mississippi Watershed Management Commissions
 Cost Share Program Final Request for Reimbursement**

Project Name: Brine Making Equipment

Lead City: Brooklyn Center

Contact Person: Andrew Hogg

Estimated Project Cost	\$125,000
Estimated Commission Cost Share	\$50,000
Final Project Cost	\$101,072
Maximum Cost Share	\$50,000
Amount Requested	\$50,000
Difference	\$0

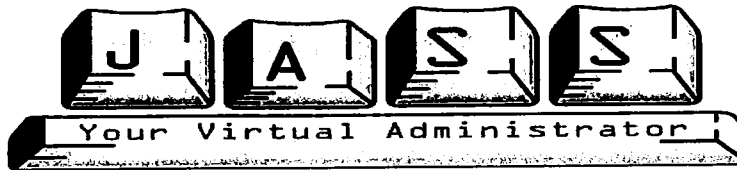
Final Project Cost	
Construction	\$101,072
Engineering	
Professional Services	
City Staff	
Other*	
TOTAL	\$101,072 x50%
	\$50,536
Lesser of 50% or \$50,000	\$50,000

*Explain

Please provide the following:

1. As-builts of features for which cost share is requested, and/or other information documenting that the project achieved the desired outcomes
2. Documentation of all project costs (can be a financial ledger report)

Submit documentation to Ed Matthiesen, emathiesen@wenck.com. Direct questions regarding cost share program costs to Diane Spector, dspector@wenck.com.



3235 Fernbrook Lane
Plymouth MN 55447

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


April 6, 2021

	Share	G/L	Shingle Creek		West Mississippi		Total Project Area			
			SC	WM	SC	WM	SC	WM		
Administrative		53001	60.00	-	60.00					
Administrative	70-30	53001	2.50	60.00	105.00	60.00	45.00			
Administrative	70-30	53001	42.31	65.00	1,925.11	65.00	825.05			
Administrative		53001	2.27	65.00	147.55	2.30	65.00	149.50		
Annual Reporting		53001	21.53	65.00	1,399.45	18.90	65.00	1,228.50		
Admin - Offsite		53001	70.00	-	70.00		-			
Admin - virtual meeting	70-30	53001	4.10	70.00	200.90	70.00	86.10			
Office Support	70-30	53001	12.00	200.00	1,680.00	200.00	720.00			
Archiving		53001	11.966	60.00	717.96	7.502	60.00	450.12		
Admin Reimbursables		53001	2,206.18	1.00	2,206.18	1,564.50	1.00	1,564.50	8,382.145	5,068.765
Bookkeeping		54022	5.51	65.00	358.15	2.51	65.00	163.15		
Audit Prep		54022	0.17	65.00	11.05	0.17	65.00	11.05	369.200	174.200
Project / WCA Reviews - Admin		53002	65.00	-	65.00	1.43	65.00	92.95		
Reimbursable Expenses		53002	45.22	1.00	45.22	14.72	1.00	14.72	45.220	107.670
Education - Admin	50-50	57008	1.92	60.00	57.60	60.00	57.60			
Education - Admin	50-50	57008	1.665	65.00	54.11	65.00	54.11			
Education - Admin - virtual	50-50	57008	0.75	70.00	26.25	70.00	26.25			
Education - NPDES	50-50	57008	1.47	65.00	47.78	65.00	47.78			
Website	50-50	57008	60.00	-	60.00	55.00	-			
Website	50-50	57008	2.01	65.00	65.33	60.00	65.33			
Education Reimbursables	50-50	57008	45.25	1.00	45.25	45.25	1.00	45.25	296.313	296.313
Engineering Support - Admin		53004	55.00	-	55.00		-			
Engineering Support - Admin		53004	19.80	65.00	1,287.00	65.00	-			
Engineering Support - Admin	70-30	53004	9.67	65.00	439.99	60.00	188.57			
Engineering Support - virtual	70-30	53004	3.02	70.00	147.98	70.00	63.42			
Engineering Support Rembursable:	70-30	53004	173.57	1.00	173.57	74.39	1.00	74.39	2,048.535	326.375
					11,141.41		5,973.32	11,141.413	5,973.323	

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

	2021 Budget	March	April	%age YTD	2021 YTD
REVENUE					
Application Fees	18,000	2,500.00		42.78	7,700.00
Member Assessments	153,600			100.00	153,600.00
Interest & Dividend Income	7,000	11.35		0.48	33.75
Miscellaneous Income					-
Transfer to (from) CIPs (see CIP Tracker page)					-
To (From) Reserve					-
TOTAL REVENUE	178,600	2,511.35	-		161,333.75
EXPENSES					
			2020 Activity		
ADMINISTRATION					
Administrative Services	30,000	2,822.48	5,068.77	33.26	9,977.79
Engineering Support	5,000	198.77	326.37	15.31	765.25
Project Reviews	1,500	192.49	107.67	25.14	377.15
ENGINEERING					
Administration	31,500	1,860.00		13.24	4,171.25
Grant Application Writing	1,000			0.00	-
Project Review	30,000	2,075.00		10.73	3,218.75
LEGAL					
Legal Services	4,000	203.00	284.20	12.18	487.20
MISCELLANEOUS					
Bookkeeping	3,000	48.75	174.20	17.25	517.40
Audit	5,500			0.00	-
Insurance & Bonding	2,800			0.00	-
Meeting Expense	2,700			0.00	-
PROJECTS					
Volunteer Wetland Monitoring (WHEP)	2,000			0.00	-
Macroinvertebrate Monitoring (River Watch)	0				-
Outfall and Stream Monitoring	22,600		1,154.00	5.53	1,249.00
Outfall and Stream Monitoring 2020			295.39		
Annual Water Quality Report	8,000	658.05		32.01	2,561.17
Water Quality Education					
Education	15,000	1,632.39	296.31	24.80	3,719.63
Education Grants	500			0.00	-
WMWA General Programs	5,000			0.00	-
WMWA Implementation/Watershed Prep	6,500			0.00	-
Rain Garden Workshops	2,000			0.00	-
Management Plan/Amendments	0				-
Transfer to (from)CIPs					-
To (from) Reserves					-
TOTAL OPERATING EXPENSE	178,600	9,690.93	7,706.91		27,044.59
CASH SUMMARY					
4M Fund Balance at 12/31/20					602,468.51
Plus Revenue Received to Date					161,661.36
Minus Claims Approved to Date					(41,301.64)
Minus Claims Presented Current Month					7,706.91
Fund Balance		738,242.05			730,535.14

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

Claims Presented	General Ledger Acct No	March	April		
					Total
Kennedy & Graven					284.20
Legal - General	52001		284.20		
MWMO	58011		1,449.39		1,449.39
Wenck Associates					-
General Engineering	51001				
Project Reviews	51002				
Grant Applica/Research	51005				
Education Program	57008				
Water Monitoring Program	58011				
Annual Water Quality Report	58002				
Judie Anderson's Secretarial Service					5,973.32
Administration	53001		5,068.77		
Bookkeeping / Audit Prep	54002		174.20		
Project Review Support	53002		107.67		
Education Programs	57008		296.31		
Engineering Support	53004		326.37		
Total Claims					7,706.91
					
Judie A Anderson, Deputy Treasurer					

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300

41-1225694

March 23, 2021

Statement No. 160059

West Mississippi Watershed Management Commission

JASS - Watershed Administrators
3235 Fernbrook Lane
Plymouth, MN 55447

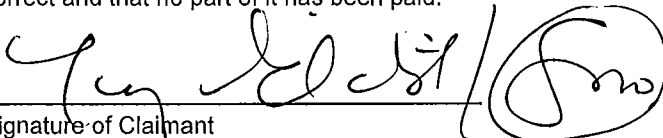
Through February 28, 2021

WE405-00001 General

284.20

Total Current Billing: 284.20

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

West Mississippi Watershed

February 28, 2021

WE405-00001 General

Through February 28, 2021

For All Legal Services As Follows:

			Hours	Amount
2/8/2021	TJG	Draft resolution authorizing electronic storage of documents and electronic transactions; email same to office for review	0.60	121.80
2/11/2021	TJG	Prepare for and participate in meeting	0.80	162.40

Total Services: \$ 284.20

Total Services and Disbursements: \$ 284.20



MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION

2522 Marshall Street NE
Minneapolis, Minnesota 55418-3329

mwmo.org

612-465-8780
contacts@mwmo.org

Invoice

Date: 1/8/2021
Invoice Number: 2
Amount Due: \$295.39
From: 12/01/2020 to 12/31/2020

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
75	Mileage – Expense	\$5.75	\$43.13
1.4	Analytical lab cost \$87 + \$31 (2 of 5 parameters analyzed)	\$87.00	\$118.00
2.5 hours	Equipment maintenance		\$75.13
2 hours	Collect samples		\$59.13
Total			\$295.39

Make All Checks Payable To:

MWMO

Attn: Accounts Payable
2522 Marshall Street NE
Minneapolis, MN 55418



MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION

2522 Marshall Street NE
Minneapolis, Minnesota 55418-3329

mwmo.org

612-465-8780
contacts@mwmo.org

Invoice

Date: 3/18/2021
Invoice Number: 3
Amount Due: \$1,154.00
From: 01/01/2021 to 03/18/2021

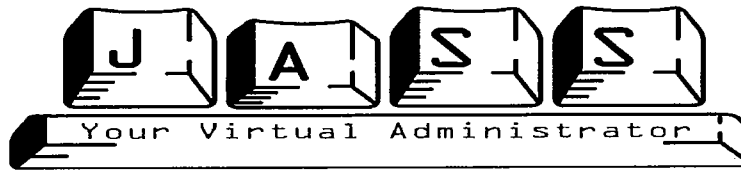
Bill To:

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
1	Final Report and Data		\$940.00
2	Analytical lab cost	\$87.00	\$174.00
1 hr.	Admin.	\$40.00	\$40.00
Total			\$1,154.00

Make All Checks Payable To:
MWMO
Attn: Accounts Payable
2522 Marshall Street NE
Minneapolis, MN 55418



3235 Fernbrook Lane
Plymouth MN 55447

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

April 6, 2021

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	60.00	-		60.00				
Administrative	70-30	53001	2.50	60.00	105.00	60.00	45.00			
Administrative	70-30	53001	42.31	65.00	1,925.11	65.00	825.05			
Administrative		53001	2.27	65.00	147.55	2.30	65.00	149.50		
Annual Reporting		53001	21.53	65.00	1,399.45	18.90	65.00	1,228.50		
Admin - Offsite		53001	70.00	-		70.00	-			
Admin - virtual meeting	70-30	53001	4.10	70.00	200.90	70.00	86.10			
Office Support	70-30	53001	12.00	200.00	1,680.00	200.00	720.00			
Archiving		53001	11.966	60.00	717.96	7.502	60.00	450.12		
Admin Reimbursables		53001	2,206.18	1.00	2,206.18	1,564.50	1.00	1,564.50	8,382.145	5,068.765
Bookkeeping		54022	5.51	65.00	358.15	2.51	65.00	163.15		
Audit Prep		54022	0.17	65.00	11.05	0.17	65.00	11.05	369.200	174.200
Project / WCA Reviews - Admin		53002	65.00	-		1.43	65.00	92.95		
Reimbursable Expenses		53002	45.22	1.00	45.22	14.72	1.00	14.72	45.220	107.670
Education - Admin	50-50	57008	1.92	60.00	57.60	60.00	57.60			
Education - Admin	50-50	57008	1.665	65.00	54.11	65.00	54.11			
Education - Admin - virtual	50-50	57008	0.75	70.00	26.25	70.00	26.25			
Education - NPDES	50-50	57008	1.47	65.00	47.78	65.00	47.78			
Website	50-50	57008	60.00	-		55.00	-			
Website	50-50	57008	2.01	65.00	65.33	60.00	65.33			
Education Reimbursables	50-50	57008	45.25	1.00	45.25	45.25	1.00	45.25	296.313	296.313
Engineering Support - Admin		53004	55.00	-		55.00	-			
Engineering Support - Admin		53004	19.80	65.00	1,287.00	65.00	-			
Engineering Support - Admin	70-30	53004	9.67	65.00	439.99	60.00	188.57			
Engineering Support - virtual	70-30	53004	3.02	70.00	147.98	70.00	63.42			
Engineering Support Rembursable:	70-30	53004	173.57	1.00	173.57	74.39	1.00	74.39	2,048.535	326.375
					11,141.41		5,973.32	11,141.413	5,973.323	

To: Shingle Creek WMO Commissioners

From: Ed Matthiesen, P.E.
Diane Spector

Date: April 7, 2021

Subject: Grant Project Cooperative Agreements

**Recommended
Commission
Action**

Authorize execution of the project cooperative agreements with the cities of Brooklyn Park and Brooklyn Center upon receipt of executed copies from the cities.

Staff and the Commission's attorney are working with the cities of Brooklyn Center and Brooklyn Park to develop Subgrant and Cooperative Agreements for the Connections II and Bass Creek Restoration Projects. Cities are in the process of reviewing these grant agreements. When the agreements with any proposed revisions are acceptable to all parties, the cities will take them to their respective City Councils for approval, along with a scope of work and professional services agreement for design and construction services. They will then be ready for execution by the Commissions.

These agreements are very similar to the Crystal Lake Alum Treatment agreement in the Commission's packet. In both cases the cities agree to act as the lead agency for bidding and contract management and to adhere to the contracting and other requirements laid out in the Commission's grant agreements with the Board of Water and Soil Resources. The Commission agrees to reimburse the cities for all the costs – construction, engineering, contract administration, etc. – from the proceeds of the grants and the county levy received for the projects.

Staff recommends the Commission authorize the chair to execute these agreements after they have received final approval from the attorneys and respective City Councils expected later this month. At that point the projects will be ready to proceed to the design phase.