


Shingle Creek Watershed Management Commission - 2019 Treasurer's Report

		2019 Budget	December	Jan 2020	%age YTD	2019 YTD
REVENUE	%age					
Application Fees		22,000			82.73	18,200.00
Assessments		356,900			100.00	356,900.00
Interest and Dividends		3,000	746.44		708.65	21,259.53
Education Reimbursement		33,000	2,000.00		70.85	23,381.81
Rain Garden Workshops		6,000			104.17	6,250.00
<i>Transfer to (from) Grants (see following pages)</i>			76,300.00	-		483,123.85
<i>Transfer to (from) CIPs</i>			225,932.22			472,955.74
<i>Transfer to (from) Closed Projects Account</i>						-
TOTAL REVENUE		420,900	304,978.66	-		1,382,070.93
EXPENSES						
						2019 Activity
ADMINISTRATION						
Administrative Services		71,000	4,821.32	5,457.48	90.55	64,287.34
Engineering Support		17,000	956.90	796.62	88.87	15,107.32
Project Reviews/WCA-Incl Blue Line Ext.		1,700		101.21	89.20	1,516.36
Hydraulic/hydrologic Modeling Updates						-
ENGINEERING						
Administration		62,000	3,020.10	5,480.40	141.48	87,716.74
Grant Application Writing		10,000			101.09	10,109.16
Project Reviews/WCA		37,000	1,183.60	1,371.40	117.51	43,480.14
TMDL 5 Year Reviews/CIP Engineering		12,000			100.06	12,007.60
LEGAL - Legal Services		6,000	347.50	347.50	85.05	5,103.10
MISCELLANEOUS						
Bookkeeping		7,000	285.00	663.10	100.08	7,005.42
Audit		6,000			100.00	6,000.00
Insurance & Bonding		3,100	(177.00)		78.74	2,441.00
Meeting Expense		4,700	314.99		85.33	4,010.29
PROGRAMS						
Citizen Assisted Lake Monitoring (CAMP)		3,800	69.30	470.00	50.08	1,903.10
Stream Monitoring		37,100	2,661.49	6,077.90	107.40	39,846.70
Monitoring Equipment		3,000				-
Volunteer Wetland Monitoring (WHEP)		2,000				-
Volunteer Stream Monitoring (River Watch)		2,000	2,000.00		100.00	2,000.00
Intensive Lake TMDL Monitoring		22,500	3,017.80	1,151.20	99.96	22,491.37
Annual Monitoring Report		14,000			99.99	13,999.20
Water Quality Education						
Education Program		15,000	1,089.00	1,036.43	122.83	18,424.35
WMWA Ed/Watershed Prep		18,000	2,778.68	956.37	68.48	12,326.17
WMWA General Programs		20,000	1,561.08	2,175.37	57.99	11,598.92
WMWA Special Projects		6,500	210.00		59.68	3,878.91
Rain Garden Workshops		8,000			112.50	9,000.00
Education Grants		500				-
Third Gen Plan/Amendments		1,000			216.83	2,168.29
Flood Modeling and Mapping		25,000			140.01	35,001.30
Contribution to 4th Generation Plan		5,000				-
Pike Lake Subwatershed Assessment		0	19,991.75			19,991.75
<i>Transfer from Closed Proj Acct for Meadow Lake Mgt Plan Grant</i>						4,874.50
<i>Transfer to (from) Grants (see following pages)</i>			122,153.73	4,058.63		1,090,559.06
<i>Transfer to (from) CIPs</i>			163,544.21			493,846.29
<i>Transfer to (from) Partnership BMP Retrofits Fund</i>			10,000.00			10,000.00
<i>Transfer to (from) Closed Projects Account</i>			500.11	244.40		744.51
TOTAL OPERATING EXPENSE		420,900	340,329.56	30,388.01		2,051,438.89
CASH SUMMARY						
4M Fund Balance at 12/31/18						1,162,466.36
Plus Revenue Received 2018 to date						1,404,463.70
Minus Claims Approved to Date						(2,103,264.47)
Minus Claims Presented Current Month						(30,388.01)
Fund Balance			463,665.59			433,277.58

Shingle Creek Watershed Management Commission - 2019 Treasurer's Report

Claims Presented January 9, 2020	General Ledger Acct No	December	January	Total
Kennedy & Graven				347.50
Legal - General	52001		347.50	
Mary Amsden - WMWA Ed Services	57011			-
Mary Amsden - WMWA Ed Reimbursement	57012			
Sharon Meister - WMWA Ed Services	57011		820.00	880.32
Sharon Meister - WMWA Ed Reimbursement	57012		60.32	
Wenck Associates				20,686.93
General Engineering	51001		5,480.40	
Grant Applica/Research	51005			
Project Reviews	51002		1,371.40	
Plan Amendment	51007			
CAMP	56002		470.00	
Stream Monitoring	56004		6,077.90	
Intensive Lake TMDL Monitoring	56010		1,151.20	
TMDL 5-Year Reviews	56011			
Education	57008		705.00	
Education - WMWA	57009		1,128.00	
Minneapolis SWA Grant	70726		483.60	
Bass/Pomerleau Alum Trmt Grant	70727			
SRP Reduction Grant	70729		3,575.03	
Meadow Lake Mgt Plan Grant	70731			
Twin Lake Carp Management Follow-up				
BioChar Filters Ongoing Management			244.40	
Judie Anderson's Secretarial Service				1,123.42
WMWA General Expense	57009		1,047.37	
WMWA Educators/WS Prep	57011		76.05	
Judie Anderson's Secretarial Service				7,349.84
Administration	53001		5,457.48	
Project and WCA Review Support	53002		101.21	
Bookkeeping	54002		663.10	
Education Programs	57008		331.43	
Engineering Support	53004		796.62	
Engineering Support - CIP General	53004			
Engineering Support - Plan Amendment	53007			
Total Claims				30,388.01
				
Judie A Anderson, Deputy Treasurer				

Shingle Creek Watershed Management Commission - 2019 Treasurer's Report

	Total Grant	December	Jan 2019	%age YTD	YTD
GRANTS					
Twin Lake Carp Management Grant	100,000				
Revenue					12,693.31
Expense					42,831.72
Balance		-	-		(30,138.41)
BioChar Project Grant	154,300				
Revenue					52,423.36
Expense					44,708.32
Balance		-	-		7,715.04
Becker Park Grant BWSR C16-1154	725,000				
Revenue		72,500.00			362,500.00
Expense					587,876.82
Balance		72,500.00	-		(225,376.82)
Minneapolis Subwatershed Assmt Grant	38,000				
Revenue		3,800.00			19,000.00
Expense		3,775.80	483.60		24,337.20
Balance		24.20	(483.60)		(5,337.20)
Bass/Pomerleau Lakes Internal Load Reduction (BWSR C18	267,040				
Revenue					-
Expense		114,288.82			147,102.68
Balance		(114,288.82)	-		(147,102.68)
BWSR Watershed Based Funding	103,571				
Revenue					-
Expense					-
Balance		-	-		-
SRP Reduction Project	72,170				
Revenue					36,507.18
Expense		4,089.11	3,575.03		93,702.32
Balance		(4,089.11)	(3,575.03)		(57,195.14)
Becker Park Grant Met Council SG-10335	150,000				
Revenue					-
Expense					150,000.00
Balance		-	-		(150,000.00)
TOTAL GRANTS					
Revenue		76,300.00	-		483,123.85
Expense		122,153.73	4,058.63		1,090,559.06
Balance		(45,853.73)	(4,058.63)		(607,435.21)

Kennedy & Graven, Chartered

200 South Sixth Street, Suite 470
Minneapolis, MN 55402

(612) 337-9300
41-1225694

December 18, 2019
Statement No. 152375

Shingle Creek Watershed Management Commission

Judie Anderson

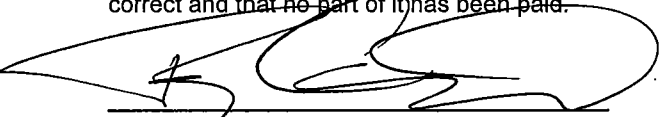
JASS - Watershed Administrators
3235 Fernbrook Lane
Plymouth, MN 55447

Through November 30, 2019

SH220-00001 General 347.50

Total Current Billing: 347.50

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, Chartered200 South Sixth Street, Suite 470
Minneapolis, MN 55402Shingle Creek Watershed
Judie Anderson

November 30, 2019

SH220-00001 General

Through November 30, 2019

For All Legal Services As Follows:

			Hours	Amount
11/8/2019	TJG	Email exchange regarding finalizing agreement with Cesnik LLC; add contact info and email document to parties	0.10	20.10
11/14/2019	TJG	Prepare for, travel to, and attend meeting	1.50	301.50
11/26/2019	TJG	Review and respond to email from Ed M regarding potential use of a test site	0.10	20.10
Total Services:			\$	341.70

For All Disbursements As Follows:

11/14/2019	Troy J. Gilchrist; Mileage expense			5.80
Total Disbursements:			\$	5.80

Total Services and Disbursements:			\$	347.50
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Sharon Meister
 8540 Cain Rd
 Corcoran, MN 55340

West Metro Water Alliance
 3235 Fernbrook Lane
 Plymouth, MN 55447

Invoice Date: December 31, 2019

Log of Services

Date	Description	Hours	Extended (\$40/hr)	Mileage	Extended (0.58/mi)	Supplies/Fees
			-		-	
			-		-	
			-		-	
			-		-	
Total - WMWA Meetings			\$ -		\$ -	\$ -
			-		-	
			-		-	
			-		-	
Total - Program Development/Communication			\$ -		\$ -	\$ -
12/4/2019	Forest	5.00	200.00	24.00	13.92	
12/5/2019	Forest	5.00	200.00	24.00	13.92	
12/18/2019	Robbinsdale Spanish Immersion	5.25	210.00	28.00	16.24	
12/19/2019	Robbinsdale Spanish Immersion	5.25	210.00	28.00	16.24	
			-		-	
			-		-	
			-		-	
			-		-	
			-		-	
			-		-	
			-		-	
			-		-	
			-		-	
			-		-	
Total-Classroom/Community Events			\$ 820.00		\$ 60.32	\$ -
Total:		20.50	\$ 820.00	104.00	\$ 60.32	\$ -

Invoice Total \$ 880.32

820.00	57011	WMWA Ed Regular Services
60.32	57012	WMWA Ed Reimbursed Expense
880.32	TOTAL	

Invoice

January 6, 2020
Invoice No: 11909269



Ms. Judie Anderson
Shingle Creek Watershed Management Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Responsive partner.
Exceptional outcomes.

Project Manager Edward Matthiesen

Project B1240-0204 2019 General Engineering

Professional Services Through December 31, 2019

Phase 01 2019 General Engineering

2019 General Engineering

Professional Personnel

	Hours	Rate	Amount	
Matthiesen, Edward	6.60	198.00	1,306.80	
Spector, Diane	22.20	188.00	4,173.60	
Totals	28.80		5,480.40	
Total Labor				5,480.40
		Phase Total		\$5,480.40
		Total Invoice Amount		\$5,480.40

	Current	Prior	Total
Billing Summary	5,480.40	82,236.34	87,716.74

Invoice

January 6, 2020
Invoice No: 11909271



Ms. Judie Anderson
Shingle Creek Watershed Management Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Responsive partner.
Exceptional outcomes.

Project Manager Edward Matthiesen

Project B1240-0209 2019 Project Reviews

Professional Services Through December 31, 2019

Phase 01 2019 General Project Reviews

2019 General Project Reviews

Professional Personnel

	Hours	Rate	Amount
Matthiesen, Edward	.70	198.00	138.60
Nalven, Sarah	2.10	108.00	226.80
Spector, Diane	.50	188.00	94.00
Totals	3.30		459.40
Total Labor			459.40
Phase Total			\$459.40

Phase 02 WCA Administration

WCA Administration

Professional Personnel

	Hours	Rate	Amount
Dietrich, Meaghan	7.60	120.00	912.00
Totals	7.60		912.00
Total Labor			912.00
Phase Total			\$912.00

Total Invoice Amount \$1,371.40

	Current	Prior	Total
Billing Summary	1,371.40	42,108.74	43,480.14

Invoice

January 6, 2020

Invoice No: 11909278



Responsive partner.
Exceptional outcomes.

Ms. Judie Anderson
Shingle Creek Watershed Management Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Project Manager Diane Spector

Project B1240-0206 2019 CAMP

Professional Services Through December 31, 2019

Professional Personnel

	Hours	Rate	Amount	
Spector, Diane	2.50	188.00	470.00	
Totals	2.50		470.00	
Total Labor				470.00
		Total Invoice Amount		\$470.00

	Current	Prior	Total
Billing Summary	470.00	673.10	1,143.10

Invoice

January 6, 2020
Invoice No: 11909273



Ms. Judie Anderson
Shingle Creek Watershed Management Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Responsive partner.
Exceptional outcomes.

Project Manager Sarah Nalven

Project B1240-0210 2019 Stream Monitoring
Professional Services Through December 31, 2019

Professional Personnel

	Hours	Rate	Amount	
Harley, Mehdi	4.80	63.00	302.40	
Nalven, Sarah	32.80	108.00	3,542.40	
Omodt, Nicholas	2.10	97.00	203.70	
Spector, Diane	2.50	188.00	470.00	
Stone, Alicia	21.60	63.00	1,360.80	
Strom, Jeffrey	.80	145.00	116.00	
Totals	64.60		5,995.30	
Total Labor				5,995.30

Outside Services

RMB Environmental Laboratories, Inc.			71.00	
Outside Services Total			71.00	71.00

Unit Billing

00-WAI Vehicle Golden Valley				11.60
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Total Invoice Amount \$6,077.90

	Current	Prior	Total
Billing Summary	6,077.90	29,968.80	36,046.70

INVOICES ARE DUE UPON PRESENTATION. Subject to 1-1/2% 18% Annum interest/finance charge. Please reference the invoice number when sending payment. Federal Tax ID #41-1520095 -Wenck Associates, Inc.-1800 Pioneer Creek Center PO Box 249- Maple Plain, MN 55359-0249 Toll Free:800-472-2232 Main:763-479-4200 E-mail:accounting@wenck.com Web www.wenck.com

Invoice

January 6, 2020
Invoice No: 11909270



Ms. Judie Anderson
Shingle Creek Watershed Management Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Responsive partner.
Exceptional outcomes.

Project Manager Sarah Nalven

Project B1240-0208 2019 Lake Monitoring

Professional Services Through December 31, 2019

Professional Personnel

	Hours	Rate	Amount	
Claus, Aaron	.80	120.00	96.00	
Nalven, Sarah	8.90	108.00	961.20	
Spector, Diane	.50	188.00	94.00	
Totals	10.20		1,151.20	
Total Labor				1,151.20
		Total Invoice Amount		\$1,151.20

	Current	Prior	Total
Billing Summary	1,151.20	21,340.17	22,491.37

Invoice

January 6, 2020
Invoice No: 11909277



Ms. Judie Anderson
Shingle Creek Watershed Management Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Responsive partner.
Exceptional outcomes.

Project Manager Diane Spector

Project B1240-0203 2019 Education and Outreach

Professional Services Through December 31, 2019

Phase 01 General Education

General Education

Professional Personnel

	Hours	Rate	Amount	
Spector, Diane	7.50	188.00	1,410.00	
Totals	7.50		1,410.00	
Total Labor				1,410.00
			Phase Total	\$1,410.00

Phase 02 WMWA
WMWA

Professional Personnel

	Hours	Rate	Amount	
Spector, Diane	6.00	188.00	1,128.00	
Totals	6.00		1,128.00	
Total Labor				1,128.00
			Phase Total	\$1,128.00

Total Invoice Amount \$2,538.00

Billing Summary	Current	Prior	Total
	2,538.00	31,817.92	34,355.92

SC Education - 705.00
 WmWA - 1,128.00

 1,833.00

Wm Education - 705.00

Invoice

January 6, 2020
Invoice No: 11909268



Ms. Judie Anderson
Shingle Creek Watershed Management Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Responsive partner.
Exceptional outcomes.

Project Manager Diane Spector

Project B1240-0187 Minneapolis Subwatershed Assessment

Professional Services Through December 31, 2019

Phase 01 Modeling and Report

Modeling and Report

Professional Personnel

	Hours	Rate	Amount	
Spector, Diane	2.60	186.00	483.60	
Totals	2.60		483.60	
Total Labor				483.60
		Phase Total		\$483.60
		Total Invoice Amount		\$483.60

	Current	Prior	Total
Billing Summary	483.60	45,548.90	46,032.50

Invoice

January 6, 2020
Invoice No: 11909275



Ms. Judie Anderson
Shingle Creek Watershed Management Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Responsive partner.
Exceptional outcomes.

Project Manager Diane Spector

Project B1240-0215 Biochar Filters Ongoing Mgmt

Professional Services Through December 31, 2019

Phase 01 Ongoing Management
Ongoing Management

Professional Personnel

	Hours	Rate	Amount	
Spector, Diane	1.30	188.00	244.40	
Totals	1.30		244.40	
Total Labor				244.40
		Phase Total		\$244.40
		Total Invoice Amount		\$244.40

	Current	Prior	Total
Billing Summary	244.40	8,175.70	8,420.10

Invoice

January 6, 2020

Invoice No: 11909274



Ms. Judie Anderson
 Shingle Creek Watershed Management Comm.
 3235 Fernbrook Lane
 Plymouth, MN 55447

Responsive partner.
 Exceptional outcomes.

Project Manager Diane Spector

Project B1240-0212 Shingle Creek SRP Reduction Project

Professional Services Through December 31, 2019

Phase 03 Monitoring

Monitoring

Professional Personnel

	Hours	Rate	Amount	
Project Manager				
Spector, Diane	2.80	137.52	385.06	
Scientist I				
Harley, Mehdi	20.50	78.09	1,600.85	
Scientist II				
Nalven, Sarah	1.40	97.48	136.47	
Scientist III				
Kallio, Brian	.60	137.52	82.51	
Totals	25.30		2,204.89	
Total Labor				2,204.89
				Phase Total \$2,204.89

Phase 04 Evaluation

Evaluation

Professional Personnel

	Hours	Rate	Amount	
Scientist III				
Kallio, Brian	3.60	137.52	495.07	
Totals	3.60		495.07	
Total Labor				495.07
				Phase Total \$495.07

Phase 05 Information Sharing

Information Sharing

Professional Personnel

	Hours	Rate	Amount	
Scientist II				
Nalven, Sarah	1.50	97.48	146.22	
Scientist III				
Kallio, Brian	3.10	137.52	426.31	
Totals	4.60		572.53	
Total Labor				572.53
				Phase Total \$572.53

INVOICES ARE DUE UPON PRESENTATION. Subject to 1-1/2% 18% Annum interest/finance charge. Please reference the invoice number when sending payment. Federal Tax ID #41-1520095 -Wenck Associates, Inc.-1800 Pioneer Creek Center PO Box 249- Maple Plain, MN 55359-0249 Toll Free:800-472-2232 Main:763-479-4200 E-mail:accounting@wenck.com Web www.wenck.com

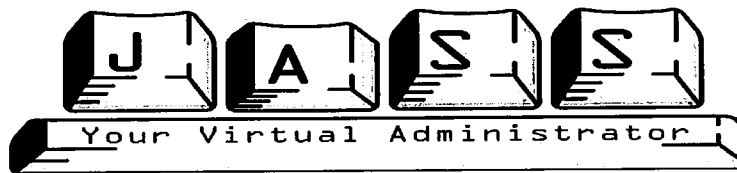
Project	B1240-0212	Shingle Creek SRP Reduction Project	Invoice	11909274
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Phase	06	Semiannual/Annual Reports
Semiannual/Annual Reports		

Professional Personnel

	Hours	Rate	Amount	
Project Manager				
Spector, Diane	2.20	137.52	302.54	
Totals	2.20		302.54	
Total Labor				302.54
		Phase Total		\$302.54
		Total Invoice Amount		\$3,575.03

	Current	Prior	Total
Billing Summary	3,575.03	86,927.29	90,502.32



3235 Fernbrook Lane
Plymouth MN 55447

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


January 7, 2020

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	55.00	-		55.00	-			
Administrative	70-30	53001	16.07	55.00	618.70	55.00	265.16			
Administrative		53001	4.39	65.00	285.35	4.39	65.00	285.35		
Administrative	70-30	53001	43.26	65.00	1,968.33	65.00	843.57			
Admin - Offsite	70-30	53001	4.97	70.00	243.53	70.00	104.37			
Office Support	70-30	53001	11.50	200.00	1,610.00	200.00	690.00			
Data Processing/File Mgmt		53001	0.33	55.00	18.15	55.00	-			
Data Processing/File Mgmt		53001		60.00	-	60.00	-			
Data Processing/File Mgmt	70-30	53001		55.00	-	55.00	-			
Archiving		53001		60.00	-	55.00	-			
Admin Reimbursables		53001	713.42	1.00	713.42	297.29	1.00	297.29	5,457.475	2,485.735
Bookkeeping	80-20	54022		55.00	-	55.00	-			
Bookkeeping	80-20	54022		60.00	-	60.00	-			
Bookkeeping		54022	0.25	55.00	13.75	0.42	55.00	23.10		
Bookkeeping		54022	9.99	65.00	649.35	2.75	65.00	178.75		
Audit Prep		54022		65.00	-	65.00	-	663.100	201.850	
Project / WCA Reviews - Admin		53002	1.27	65.00	82.55	1.25	65.00	81.25		
Reimbursable Expenses		53002	18.66	1.00	18.66	29.24	1.00	29.24	101.210	110.490
Education - Admin	50-50	57008	3.29	65.00	106.93	60.00	106.93			
Education - Admin - Offsite	50-50	57008	4.18	70.00	146.30	70.00	146.30			
Website	50-50	57008	1.16	65.00	37.70	60.00	37.70			
Renew website domain	50-50	57008	48.00	1.00	24.00	1.00	24.00			
Education Reimbursables	50-50	57008	16.50	1.00	16.50	16.50	1.00	16.50	331.425	331.425
Engineering Support - Admin		53004		55.00	-	55.00	-			
Engineering Support - Admin		53004	0.58	65.00	37.70	60.00	-			
Engineering Support - Admin	70-30	53004	12.71	65.00	578.31	60.00	247.85			
Engineering Support - Offsite	70-30	53004		70.00	-	70.00	-			
Engineering Support Reimbursables		53004	180.62	1.00	180.62	1.12	1.00	1.12	796.625	248.965
									7,349.835	3,378.465

West Mississippi Watershed Management Commission
2019 Treasurer's Report

	2019 Budget	December	Jan 2020	%age YTD	2019 YTD
REVENUE					
Application Fees	20,000			94.00	18,800.00
Assessments	153,600			100.00	153,600.00
Interest & Dividend Income	2,000	642.78		540.33	10,806.64
Reserve - Flood Mapping	25,000			0.00	-
Miscellaneous Income					-
<i>Transfer to (from) CIPs (see CIP Tracker page)</i>		26,228.66			53,029.34
<i>To (From) Reserve</i>					-
TOTAL REVENUE	200,600	26,871.44	-		236,235.98
EXPENSES					
			2019 Activity		
ADMINISTRATION					
Administrative Services	31,000	1,916.19	2,485.74	90.15	27,947.76
Engineering Support	4,500	514.40	248.96	107.76	4,849.29
Project Reviews	1,500	60.34	110.49	77.94	1,169.07
ENGINEERING					
Administration	30,000	1,487.20	3,690.20	97.48	29,244.38
Grant Application Writing	1,500			27.61	414.20
Project Review	27,000	1,737.90	1,106.00	129.57	34,983.71
LEGAL					
Legal Services	5,000	307.30	307.30	74.73	3,736.30
MISCELLANEOUS					
Bookkeeping	2,800	145.20	201.85	84.80	2,374.42
Audit	5,000			90.00	4,500.00
Insurance & Bonding	2,800	(175.00)		83.68	2,343.00
Meeting Expense	2,500	135.00		68.75	1,718.70
PROJECTS					
Macroinvertebrate Monitoring	1,000			0.00	-
Volunteer Wetland Monitoring (WHEP)	2,000			0.00	-
Outfall and Stream Monitoring	18,000	2,864.46	745.40	101.02	18,183.44
Annual Water Quality Report	6,000			99.99	5,999.65
Water Quality Education					
Education	15,000	1,089.00	1,036.43	123.49	18,523.35
Rain Garden Workshops	2,000			100.00	2,000.00
Education Grants	500			0.00	-
WMWA General Programs	5,000			60.00	3,000.00
WMWA Educators/Watershed Prep	4,500			44.44	2,000.00
WMWA Special Projects	2,000			100.00	2,000.00
Third Gen Plan/amendments	1,000			158.19	1,581.89
Contribution to Construction/Grant Match	5,000			0.00	-
Flood modeling and mapping	25,000			0.00	-
<i>Transfer to (from) CIPs</i>					128.47
<i>To (from) Reserves</i>					-
TOTAL OPERATING EXPENSE	200,600	10,081.99	9,932.37		166,697.63
CASH SUMMARY					
4M Fund Balance at 12/31/18					479,512.33
Plus Revenue Received to Date					236,780.27
Minus Claims Approved to Date					(172,988.58)
Minus Claims Presented Current Month					(9,932.37)
Fund Balance		543,304.02			533,371.65

**West Mississippi Watershed Management Commission
2019 Treasurer's Report**

Claims Presented January 9, 2020	General Ledger Acct No	December	January		
					Total
Kennedy & Graven					307.30
Legal - General	52001		307.30		
Wenck Associates					6,246.60
General Engineering	51001		3,690.20		
Project Reviews	51002		1,106.00		
Project Management Plan	51003				
Grant Applica/Research	51005				
Plan Amendment	51007				
Education Program	57008		705.00		
Intensive BMPs	57011				
Annual Water Quality Report	58002				
Water Monitoring Program	58011		745.40		
Judie Anderson's Secretarial Service					3,378.47
Administration	53001		2,485.74		
Bookkeeping	54002		201.85		
Project and WCA Review Support	53002		110.49		
Education Programs	57008		331.43		
Engineering Support	53004		248.96		
Engineering Support - CIPs	53004				
Engineering Support - Plan Amendment	53007				
Total Claims					9,932.37
					
Judie A Anderson, Deputy Treasurer					

Kennedy & Graven, Chartered

200 South Sixth Street, Suite 470
Minneapolis, MN 55402

(612) 337-9300

41-1225694

December 18, 2019

Statement No. 152383

West Mississippi Watershed Management Commission

JASS - Watershed Administrators
3235 Fernbrook Lane
Plymouth, MN 55447


Through November 30, 2019

WE405-00001 General

307.30

Total Current Billing: 307.30

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

200 South Sixth Street, Suite 470
Minneapolis, MN 55402

West Mississippi Watershed

November 30, 2019

WE405-00001 General

Through November 30, 2019

For All Legal Services As Follows:

			Hours	Amount
11/14/2019	TJG	Prepare for, travel to, and attend meeting	1.50	301.50
Total Services:			\$	301.50

For All Disbursements As Follows:

11/14/2019	Troy J. Gilchrist; Mileage expense	5.80
Total Disbursements:		\$ 5.80

Total Services and Disbursements: \$ 307.30

Invoice

January 6, 2020

Invoice No: 11909279



Responsive partner.
Exceptional outcomes.

Ms. Judie Anderson
West Mississippi Watershed Mgmt. Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Project Manager Edward Matthiesen

Project B1241-0073 2019 General Engineering

Professional Services Through December 31, 2019

Professional Personnel

	Hours	Rate	Amount	
Matthiesen, Edward	4.30	198.00	851.40	
Spector, Diane	15.10	188.00	2,838.80	
Totals	19.40		3,690.20	
Total Labor				3,690.20
		Total Invoice Amount		\$3,690.20

Billing Summary	Current	Prior	Total
	3,690.20	25,554.18	29,244.38

Invoice

January 6, 2020
 Invoice No: 11909281



Ms. Judie Anderson
 West Mississippi Watershed Mgmt. Comm.
 3235 Fernbrook Lane
 Plymouth, MN 55447

Responsive partner.
 Exceptional outcomes.

Project Manager Edward Matthiesen

Project B1241-0076 2019 Project Reviews

Professional Services Through December 31, 2019

Phase 01 2019 General Project Reviews

2019 General Project Reviews

Professional Personnel

	Hours	Rate	Amount	
Nalven, Sarah	1.00	108.00	108.00	
Totals	1.00		108.00	
Total Labor				108.00
				Phase Total
				\$108.00

Phase 02 2019 WCA Administration

2019 WCA Administration

Professional Personnel

	Hours	Rate	Amount	
Dietrich, Meaghan	4.50	120.00	540.00	
Totals	4.50		540.00	
Total Labor				540.00
				Phase Total
				\$540.00

Phase 03 TH 252 Reconstruction

TH 252 Reconstruction

Professional Personnel

	Hours	Rate	Amount	
Nalven, Sarah	.40	108.00	43.20	
Totals	.40		43.20	
Total Labor				43.20
				Phase Total
				\$43.20

Phase 19010 Mississippi Crossing

Mississippi Crossing

Professional Personnel

	Hours	Rate	Amount	
Spector, Diane	1.00	188.00	188.00	
Weis, Rena	2.10	108.00	226.80	
Totals	3.10		414.80	
Total Labor				414.80
				Phase Total
				\$414.80

INVOICES ARE DUE UPON PRESENTATION. Subject to 1-1/2% 18% Annum interest/finance charge. Please reference the invoice number when sending payment. Federal Tax ID #41-1520095 -Wenck Associates, Inc.-1800 Pioneer Creek Center PO Box 249- Maple Plain, MN 55359-0249 Toll Free:800-472-2232 Main:763-479-4200 E-mail:accounting@wenck.com Web www.wenck.com

Project	B1241-0076	2019 Project Reviews	Invoice	11909281
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Total Invoice Amount	\$1,106.00
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Billing Summary	Current	Prior	Total
	1,106.00	33,877.71	34,983.71

Invoice

January 6, 2020
Invoice No: 11909282



Ms. Judie Anderson
West Mississippi Watershed Mgmt. Comm.
3235 Fernbrook Lane
Plymouth, MN 55447

Responsive partner.
Exceptional outcomes.

Project Manager Sarah Nalven

Project B1241-0077 2019 Stream and Outlet Monitoring

Professional Services Through December 31, 2019

Professional Personnel

	Hours	Rate	Amount	
Nalven, Sarah	1.80	108.00	194.40	
Strom, Jeffrey	3.80	145.00	551.00	
Totals	5.60		745.40	
Total Labor				745.40
		Total Invoice Amount		\$745.40

Billing Summary	Current	Prior	Total
	745.40	17,438.04	18,183.44

Invoice

January 6, 2020
 Invoice No: 11909277



Ms. Judie Anderson
 Shingle Creek Watershed Management Comm.
 3235 Fernbrook Lane
 Plymouth, MN 55447

Responsive partner.
 Exceptional outcomes.

Project Manager Diane Spector

Project B1240-0203 2019 Education and Outreach

Professional Services Through December 31, 2019

Phase 01 General Education
 General Education

Professional Personnel

	Hours	Rate	Amount	
Spector, Diane	7.50	188.00	1,410.00	
Totals	7.50		1,410.00	
Total Labor				1,410.00
				Phase Total
				\$1,410.00

Phase 02 WMWA
 WMWA

Professional Personnel

	Hours	Rate	Amount	
Spector, Diane	6.00	188.00	1,128.00	
Totals	6.00		1,128.00	
Total Labor				1,128.00
				Phase Total
				\$1,128.00

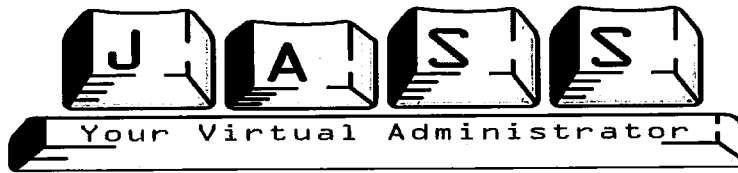
Total Invoice Amount \$2,538.00

Billing Summary	Current	Prior	Total
	2,538.00	31,817.92	34,355.92

SC Education - 705.00
 WmWA - 1,128.00

 1,833.00

Wm Education - 705.00



3235 Fernbrook Lane
Plymouth MN 55447

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

January 7, 2020

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM	SC	WM	
Administrative		53001	55.00	-		55.00	-			
Administrative	70-30	53001	16.07	55.00	618.70	55.00	265.16			
Administrative		53001	4.39	65.00	285.35	4.39	65.00	285.35		
Administrative	70-30	53001	43.26	65.00	1,968.33	65.00	843.57			
Admin - Offsite	70-30	53001	4.97	70.00	243.53	70.00	104.37			
Office Support	70-30	53001	11.50	200.00	1,610.00	200.00	690.00			
Data Processing/File Mgmt		53001	0.33	55.00	18.15	55.00	-			
Data Processing/File Mgmt		53001		60.00	-	60.00	-			
Data Processing/File Mgmt	70-30	53001		55.00	-	55.00	-			
Archiving		53001		60.00	-	55.00	-			
Admin Reimbursables		53001	713.42	1.00	713.42	297.29	1.00	297.29	5,457.475	2,485.735
Bookkeeping	80-20	54022		55.00	-	55.00	-			
Bookkeeping	80-20	54022		60.00	-	60.00	-			
Bookkeeping		54022	0.25	55.00	13.75	0.42	55.00	23.10		
Bookkeeping		54022	9.99	65.00	649.35	2.75	65.00	178.75		
Audit Prep		54022		65.00	-	65.00	-	663.100	201.850	
Project / WCA Reviews - Admin		53002	1.27	65.00	82.55	1.25	65.00	81.25		
Reimbursable Expenses		53002	18.66	1.00	18.66	29.24	1.00	29.24	101.210	110.490
Education - Admin	50-50	57008	3.29	65.00	106.93	60.00	106.93			
Education - Admin - Offsite	50-50	57008	4.18	70.00	146.30	70.00	146.30			
Website	50-50	57008	1.16	65.00	37.70	60.00	37.70			
Renew website domain	50-50	57008	48.00	1.00	24.00	1.00	24.00			
Education Reimbursables	50-50	57008	16.50	1.00	16.50	16.50	1.00	16.50	331.425	331.425
Engineering Support - Admin		53004		55.00	-	55.00	-			
Engineering Support - Admin		53004	0.58	65.00	37.70	60.00	-			
Engineering Support - Admin	70-30	53004	12.71	65.00	578.31	60.00	247.85			
Engineering Support - Offsite	70-30	53004		70.00	-	70.00	-			
Engineering Support Reimbursables		53004	180.62	1.00	180.62	1.12	1.00	1.12	796.625	248.965
									7,349.835	3,378.465

Technical Memo



Responsive partner.
Exceptional outcomes.

To: Shingle Creek/West Mississippi WMO Commissioners
From: Ed Matthiesen, P.E.
Date: January 8, 2020
Subject: Education Grant Application

**Recommended
Commission Action**

Approve the attached Education and Outreach Grant application for \$1,000, to be split 50/50 between the Shingle Creek and West Mississippi Commissions.

The Commissions provide Education and Outreach grants of up to \$1,000 to educators and groups undertaking actions to 1) educate students or the public about watersheds, water quality, issues, and potential actions, and 2) implement demonstration projects that have an impact on water quality. Previous applicants have included lake associations, neighborhood groups, scouts, churches, and schools.

The attached application is from the Victory Neighborhood Association in the very northwest corner of Minneapolis, which drains partly to Ryan Lake, partly to Crystal Lake, and partly directly to Shingle Creek. ViNA is applying for a Neighborhood Demonstration Grant from BWSR to enhance connected pollinator habitat across the neighborhood. The request is for \$1,000 to help provide two workshops to Northside residents and provide technical assistance to applicants in the Victory Neighborhood to incorporate stormwater runoff BMPs into their pollinator plantings. ViNA had previously received an education and outreach grant to help fund three Rain Garden Parties that resulted in the installation of 50 rain gardens.

This grant is recommended for approval. The costs of providing education and outreach, including this grant program, are split 50/50 between the watersheds, so the cost to each would be \$500. This is included in the 2020 annual budget.

Shingle Creek/West Mississippi
Watershed Management Commissions
Announce

Water Quality Education Grants

The Shingle Creek/West Mississippi Watershed Management Commissions announce funding is available for grants of up to \$1,000 to raise awareness of watershed issues and improve water quality education.



Who is eligible for these grants?

Generally groups or individuals living or working within the watersheds or drawing participants from the watersheds.

- Educators at public and private schools and colleges that are located in the watersheds or which draw at least twenty-five percent of their students from the watersheds.
- Organized, non-profit youth groups such as scouts or church youth groups. Individuals affiliated with such a group may apply for funds to complete a capstone project, such as an Eagle Scout project.
- Organized, non-profit groups such as townhome associations, service clubs, church groups, and lakeshore homeowners associations.
- Proposals may be submitted by other individuals and groups and will be considered by the Commissions at their discretion and as funds allow.



What kinds of activities are eligible?

Activities must focus on protecting or improving our water resources, including lakes, streams, and wetlands, either through direct projects or activities or educational opportunities for students. Training programs that increase educators' knowledge, skills, and ability to provide such educational opportunities are also eligible. Examples are:

- Educational or curricular materials for classroom, laboratory, or field use.
- Educational programming at facilities such as the Richardson Nature Center (Elm Creek Park) or the Coon Rapids Dam, including transportation to the facility.
- Seminars or other continuing education opportunities.
- Service-learning projects such as storm drain stenciling.
- Projects such as designing and planting rain gardens.



What kinds of costs are eligible?

Some examples are materials, transportation, and instructional fees. Grants must be used to provide new or expanded activities, and cannot be used to subsidize ongoing activities.

Awards are made throughout the year on a first-come basis, and are available until funds are depleted. More information and application materials are available at www.shinglecreek.org or by calling 763-553-1144.

The Shingle Creek/West Mississippi Watersheds cover 67 square miles in ten northwest Metro area cities. The Watershed Management Commissions are joint powers boards of representatives from those cities, charged with protecting and improving water resources in the watersheds. The Commissions help prevent flooding; monitor, protect, and improve water quality in lakes and streams; protect fish and wildlife habitat; protect wetlands and groundwater; and help control erosion.

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Shingle Creek/West Mississippi
Watershed Management Commissions
Water Quality Education Grants

Please print or type

Contact Name:	<u>Victoria Balko</u>	Organization:	<u>Victory Neighborhood Assn</u>
Mailing Address:	<u>2200 – 44th Avenue N</u>		<u>(ViNA)</u>
	<u>Minneapolis, MN 55412</u>	Authorized	
	<u>www.victoryneighborhood.org</u>	Signature:	<u>/s/ Bobbie Olson</u>
Phone:	<u>612-529-9558</u>	Title:	<u>Chair</u>
Email:	<u>info@victoryneighborhood.org</u>	Phone:	<u>612-529-9558</u>
Amount		Email:	<u>info@victoryneighborhood.org</u>
Requested:	<u>\$1,000</u>	Date:	<u>1/8/2020</u>
Project Title:	<u>Victory Pollinator Habitat Project</u>		

Please describe your proposal, specifying the activity or activities to be supported by the grant funds and detailing proposed expenses. Please be sure to address the following questions, using no more than two pages. You may attach other supporting documentation.

1. Describe your proposal, and the activities that will be conducted as a result of the grant.

The Victory Neighborhood Association (ViNA) is submitting a grant application to BWSR's Lawns to Legumes Neighborhood Demonstration Grant program. The purpose of the Victory Pollinator Habitat Project is to ensure there is continuous pollinator habitat across the Victory Neighborhood in northwest Minneapolis. Over the past several years the ViNA Environment Committee (EC) has sponsored Rain Garden Parties that planted over 50 native rain gardens (see attached figure). The EC and volunteers have also partially restored the shoreline of Ryan Lake Park with native plants and maintained a large pollinator garden at Loring School. These plantings have been mapped. There are additional native plantings that have not been inventoried or assessed and are missing from our map, and some of the original rain gardens may have been abandoned.

Our proposed project is two-fold: first, systematically assess and inventory native plantings – pocket plantings, bee lawns and flowering trees and shrubs – to accurately map and identify gaps in habitat. Second, educate property owners about native plants, trees and shrubs and how they support pollinators and other wildlife and reduce stormwater runoff and then recruit and provide technical and cost share assistance to residential property owners to add native plantings to fill in the gaps. Our goal is to ensure that the distance between plantings is no more than 100 meters.

In late summer 2020 the EC will host the first of two workshops on conducting site assessments, selecting plants, and understanding proper maintenance, including natural methods of pest control. Participants in the workshop will also learn how to prepare a planting plan and to estimate the cost of their projects. Property owners prepared to complete a fall planting may apply for cost share assistance; applicants must attend the workshop or equivalent to participate. In spring 2021 a second workshop will be held and a second round of cost share assistance offered.

This request is for \$1,000 to help fund the workshops and to provide technical assistance to property owners during their on-site consultations to incorporate infiltration components such as rain gardens or boulevard bioswales into their plantings to reduce stormwater runoff.

2. How does the proposal improve knowledge about the Shingle Creek or West Mississippi watersheds, water quality, or water resources?

While BWSR's focus in the Lawns to Legumes program is the creation or enhancement of pollinator habitat, native plants are also beneficial in managing stormwater runoff. All cost-share recipients will be required to attend one of the workshops, where one of the topics will be planting for water quality. Workshop attendees will learn how to design and plant a rain garden, and how to design and plant a boulevard bioswale (a depressed area between the sidewalk and street to capture and infiltrate runoff from the sidewalk).

3. What resources, new or existing, are you planning to use?

The EC has previously presented workshops on designing rain gardens. In addition, printed handouts providing step by step instructions, such as the UW Extension publication Rain Gardens, a How to Manual for Homeowners will be provided.

4. What is your timeline?

The first workshop will be fall 2020 and the second will be spring 2021.

5. Who will be involved in implementing this proposal?

The EC has been providing education and outreach and coordinating environmental improvement projects, including three Rain Garden Parties, for over ten years. The Committee is comprised of passionate and knowledgeable residents, including Master Gardeners, a landscape architect, a water resources scientist, a bee keeper, and teachers. Together the group has completed and maintains numerous plantings, including a partial shoreline restoration and a large native garden at Ryan Lake Park and the pollinator gardens at Loring School. The Committee also provides an annual gardening workshop for residents of North Minneapolis.

Most of the work will be completed by EC volunteers. As part of the larger Lawns to Legumes grant, the EC will hire a part-time intern to help with coordination and site assessments. The EC will also draw on other Master Gardeners and Master Naturalists as needed.

6. Who will be impacted by this proposal?

The cost-share and technical assistance will be limited to residents of the Victory Neighborhood, which drains to Ryan Lake, Crystal Lake, or directly to Shingle Creek. However, the workshops will be open to the public, and they annually draw participants from all over North Minneapolis.

7. How will you measure your success?

Updating our inventory of the type and extent of native plantings. Achieving at least 50 new plantings, at least 25% of which are designed as rain gardens or boulevard bioswales.

8. How do you plan to share your results?

Social media accounts will be set up for this project to share information and updates, and participants will be encouraged to tell their stories and share photos. It will also be highlights on general social media and in the neighborhood newsletter.

Submit Completed Application and Supporting Materials To:

JASS
3235 Fernbrook Lane
Plymouth, MN 55447
763.553.1144 (phone) 763.553.9326 (fax)
Judie@jass.biz

Application Guidelines

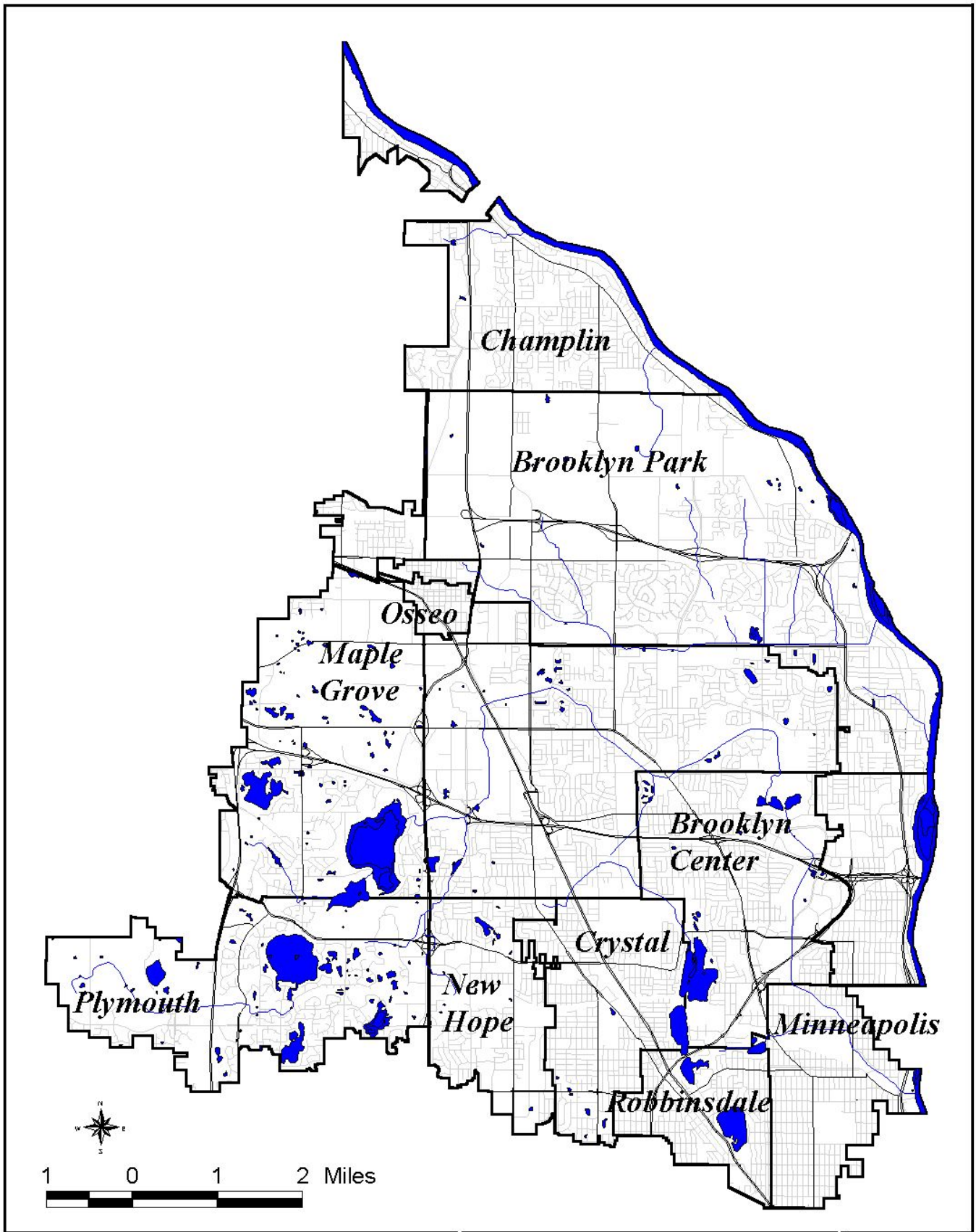
- The maximum grant is \$1,000; there is no minimum and no match required. Grants are awarded for no more than \$1,000 per applicant per calendar year.
- Applications are accepted throughout the year and awards are made until funds are exhausted. The Education and Public Outreach Committee (EPOC) meets the first week of the month to review applications received the previous month. The Commissions meet the second Thursday of each month, and will make awards based on that month's recommendations from the EPOC.
- Only complete applications with all required signatures are considered. Applicants may attach additional information they believe will enhance their application. A proposed budget must be included with the application.
- If the grant is awarded then you will receive a **Letter of Understanding** that must be executed by an individual authorized to sign contracts, as the grant is a contract between the Shingle Creek/West Mississippi Watershed Management Commissions and the applicant for services rendered to the Commission. If the grant is used to for educator seminars or other continuing education, the **Letter of Understanding** must state how the knowledge and skills gained will be used to provide specific new or enhanced educational opportunities.
- Grants will be made on a reimbursement basis. Financial reporting requirements are noted in the **Letter of Understanding**. A final project report, including a final accounting, is required for every approved grant before final reimbursement.
- The Commissions reserve the right to designate which items in the proposal they will not fund. This will be specified in the **Letter of Understanding**. *Ineligible* items include, but are not limited to, administrative or support services or chargebacks; current or regular costs; or food or meals.
- Grantees must submit a final report on the outcome of the implementation of the activity or activities supported by the grant. The report should describe the actual implementation of the proposal, number of persons participating or affected by the activity, and an assessment of how well the outcome matched the goals and objectives outlined in the application. The report should also describe any continuing impacts of the activity.

Submit Application Materials To:

JASS
3235 Fernbrook Lane
Plymouth, MN 55447
763.553.1144 (phone) 763.553.9326 (fax)
Judie@jass.biz

Direct Questions To:

Diane Spector, Wenck Associates, Inc
1800 Pioneer Creek Center PO Box 249
Maple Plain, MN 55359
763.479.4280 (phone) 763.479.4242
dspector@wenck.com



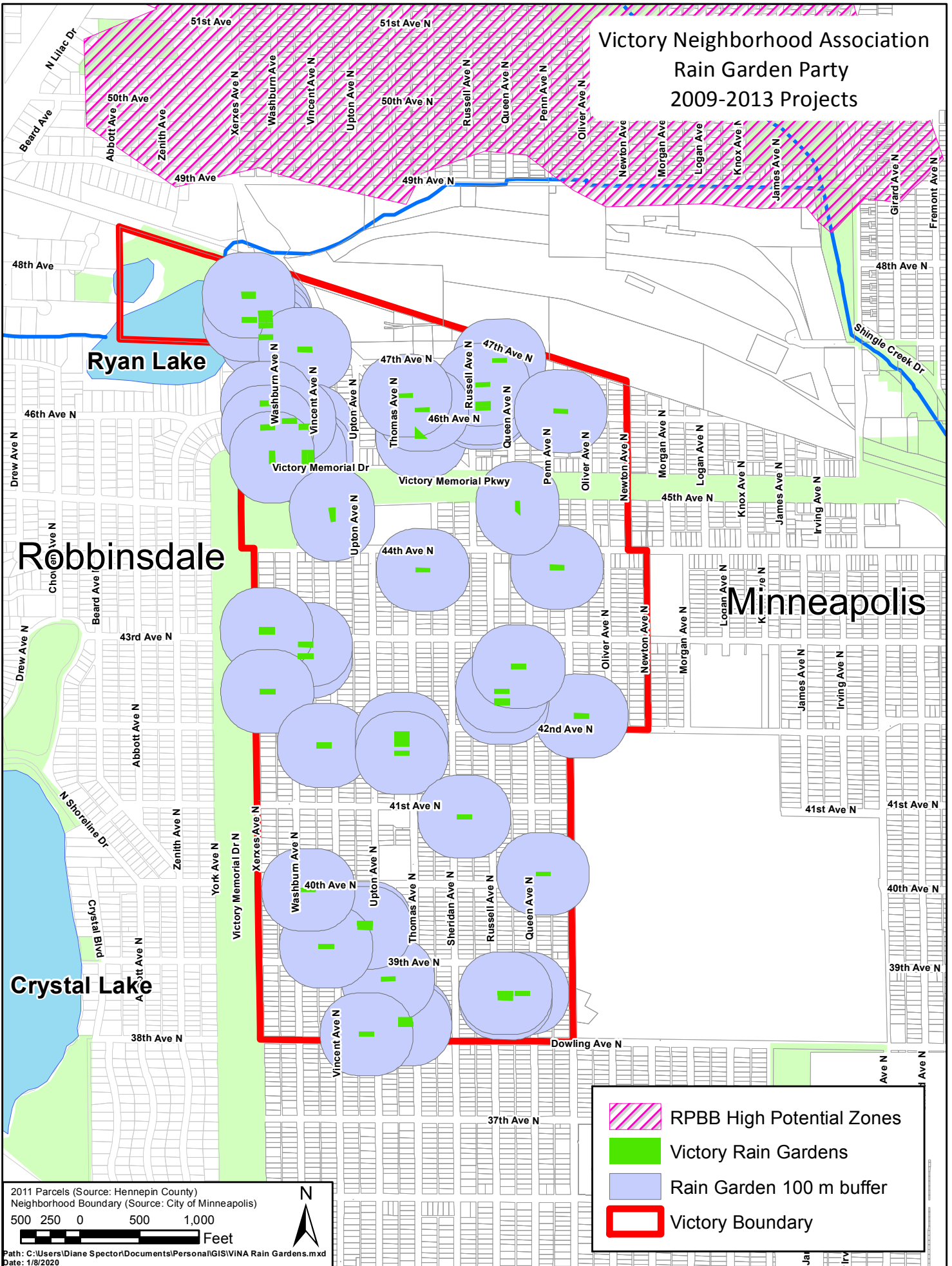
SHINGLE CREEK AND WEST MISSISSIPPI WATERSHEDS





Base Map


Wenck
 Wenck Associates, Inc. 1800 Pioneer Creek Center
 Environmental Engineers Maple Plain, MN 55359-0429

Figure 1b

Victory Neighborhood Association Rain Garden Party 2009-2013 Projects



-  RPBB High Potential Zones
-  Victory Rain Gardens
-  Rain Garden 100 m buffer
-  Victory Boundary

2011 Parcels (Source: Hennepin County)
 Neighborhood Boundary (Source: City of Minneapolis)

500 250 0 500 1,000

Feet

Path: C:\Users\Diane Spector\Documents\Personal\GIS\WINA Rain Gardens.mxd
 Date: 1/8/2020