

## Shingle Creek Watershed Management Commission Treasurer's Report

	2022 Budget	December	Jan 2023	%age YTD	2022 YTD
<b>REVENUE</b>					
Application Fees	20,000			80.00	16,000.00
Member Assessments	363,590			100.00	363,590.00
Interest and Dividends	5,000	10,346.64		828.71	41,435.66
Education Reimbursement	33,000	7,000.00		63.64	21,000.00
Rain Garden Workshops	0				-
<i>Transfer to (from) Grants (see following pages)</i>		-	-		333,528.55
<i>Transfer to (from) CIPs</i>		442,453.07			919,375.29
<i>Transfer to (from) Closed Projects Account</i>					-
<b>TOTAL REVENUE</b>	<b>421,590</b>	<b>459,799.71</b>	-		<b>1,694,929.50</b>
<b>EXPENSES</b>					
			<b>2022 Activity</b>		
<b>ADMINISTRATION</b>					
Administrative Services	71,000	3,962.04	4,411.39	72.08	51,175.02
Engineering Support	17,000	1,450.00	921.15	76.06	12,930.92
Project Reviews	1,500	13.23	89.02	61.91	928.60
<b>ENGINEERING</b>					
Administration	75,000	4,916.67	3,012.00	108.06	81,045.51
Grant Application Writing	12,000	1,028.50		99.84	11,980.50
Project Reviews/WCA	43,000	8,352.78	2,960.25	90.54	38,932.07
TMDL 5 Year Reviews	5,000			99.52	4,976.00
LEGAL - Legal Services	5,500	366.45	332.60	89.11	4,901.10
<b>MISCELLANEOUS</b>					
Bookkeeping	8,000	203.70	937.50	84.46	6,756.60
Audit	6,500			95.38	6,200.00
Insurance & Bonding	3,200	(664.00)		83.47	2,671.00
Meeting Expense	5,000	258.99	300.12	64.16	3,207.81
Meeting Expense 2023			2,170.00		
<b>PROGRAMS</b>					
Stream Monitoring	35,000			99.16	34,707.44
Stream Monitoring (USGS)	4,200			180.95	7,600.00
Lake Monitoring	28,000			99.40	27,832.53
Citizen Assisted Lake Monitoring (CAMP)	4,800		1,900.00	80.21	3,850.25
Volunteer Wetland Monitoring (WHEP)	2,000			-	-
Volunteer Stream Monitoring (River Watch)	1,000			-	-
Annual Monitoring Report	16,000			100.28	16,045.16
<b>Water Quality Education</b>					
Education Program	16,500	1,324.62	528.65	84.72	13,979.34
Education 2023			500.00		
WMWA General Programs	20,000	579.27	605.83	41.94	8,387.13
WMWA Implementation/Watershed Prep	24,500		4,415.00	92.80	22,736.82
Rain Garden Workshops	0				-
Management Plan/Amendments	1,000			100.79	1,007.94
4th Generation Plan		216.34	114.14		50,287.56
<i>Transfer to (from) Grants (see following pages)</i>		4,673.71	1,058.50		129,721.75
<i>Transfer to (from) CIPs</i>					154,545.65
<i>Transfer to (from) City Cost Share Fund</i>					-
<i>Transfer to (from) Partnership BMP Cost Share Fund</i>					-
<i>Transfer to (from) Closed Projects Account</i>					2,840.25
<i>To/From Reserves</i>	15,890				
<b>TOTAL OPERATING EXPENSE</b>	<b>421,590</b>	<b>26,682.30</b>	<b>24,256.15</b>		<b>699,246.95</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/21</b>					<b>2,196,273.66</b>
<b>Plus Revenue Received 2022 to date</b>					<b>1,720,173.88</b>
<b>Minus Claims Approved to Date</b>					<b>(810,129.50)</b>
<b>Minus Claims Presented Current Month</b>					<b>(24,256.15)</b>
<b>Fund Balance</b>		<b>3,103,648.04</b>			<b>3,082,061.89</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	December	January		Total
Kennedy & Graven					<b>312.10</b>
Legal - General	52001		312.10		
Metropolitan Council - CAMP	56002		1,900.00		<b>1,900.00</b>
Plymouth Parks & Rec-2023 Mtg Room Ren	54001		2,170.00		<b>2,170.00</b>
Watershed Partners - 2023 Membership	57008		500.00		<b>500.00</b>
WSB - Crystal Lake Mgt Plan Grant	70732		856.00		<b>856.00</b>
Jessica Sahu Teli - WMWA Ed Services	57011		4,072.50		<b>4,415.00</b>
Jessica Sahu Teli - WMWA Ed Reimburseme	57012		342.50		
Stantec					<b>6,595.50</b>
General Engineering	51001		3,012.00		
Grant Writing	51005				
Project Reviews	51002		2,960.25		
TMDL 5-Year Reviews	56011				
4th Generation Plan	51010				
Legal Boundary Update (4th Gen Plan)	51010				
CAMP	56002				
Stream Monitoring	56004				
Lake Monitoring	56010				
Education	57008		420.75		
Education - WMWA	57009				
Annual Water Monitoring Report	58002				
Meadow Lake Mgt Plan Grant	70736				
Meadow Lake Mgt Plan Phase 2 Grant	70739				
Crystal Lake Management Plan Grant	70732				
SRP Channel Filter Project Grant	70738				
Humboldt Pond Filter-Creekview Park Area F	70504/CI Pr				
Bass Lake Vegetation Impv CPL Grant	70741		202.50		
Judie Anderson's Secretarial Service					<b>605.83</b>
WMWA General Expense	57009		605.83		
WMWA Educators/WS Prep	57011				
Judie Anderson's Secretarial Service					<b>6,901.72</b>
Administration	53001		4,411.39		
Project Review Support	53002		89.02		
Bookkeeping / Audit Prep	54002		937.50		
Meeting Expense	54001		300.12		
Education Programs	57008		128.40		
Engineering Support	53004		921.15		
Engineering Support - CIP General	53004				
Engineering Support - 4th Gen Plan	53010		114.14		
<b>Total Claims</b>					<b>24,256.15</b>

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300

41-1225694

December 20, 2022

Statement No. 171942

Shingle Creek Watershed Management Commission

Judie Anderson

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447

Through November 30, 2022

SH220-00001	General	332.60
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**Total Current Billing:** 332.60

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.

DocuSigned by:

*Troy J. Gilchrist*

67FB5C8F0F29444...  
Signature of Claimant

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

Shingle Creek Watershed  
Judie Anderson

November 30, 2022

SH220-00001    General

Through November 30, 2022

For All Legal Services As Follows:

			Hours	Amount
11/10/2022	TJG	Prepare for, travel to, and attend meeting	1.40	287.00
11/15/2022	SMM	Work on concurrence resolution.	0.40	45.60
			<b>Total Services:</b>	<b>\$ 332.60</b>
			<b>Total Services and Disbursements:</b>	<b>\$ 332.60</b>



**INVOICE**

**Invoice No:** 0001149933  
**Invoice Date:** 12/8/22  
**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:** 1/7/23

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

**AMOUNT DUE: \$ 1,900.00 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	1,900.00	1,900.00
<b>Subtotal:</b>						<u>1,900.00</u>

Contract: 22R020N

Quantity of lake sites: 2 at \$760 each. 1 at \$380 each.  
2022 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: \$ 1,900.00**

701 XENIA AVENUE S  
SUITE 300  
MINNEAPOLIS, MN  
55416



Shingle Creek and West Mississippi Management  
Comm  
Attn: Judie Anderson  
3235 Fernbrook Lane North  
Plymouth, MN 55447

December 28, 2022  
Project/Invoice: R-020354-000 - 5  
Reviewed by: Anthony Havranek  
Project Manager: Jordan Wein

Crystal Lake Carp Management Phase 2  
**Professional Services from November 1, 2022 to November 30, 2022**

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Phase 001 Carp Management Phase 2  
Data Analysis and Reporting

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Wein, Jordan	11/8/2022		4.00	107.00	428.00	
Box netting report drafting						
Wein, Jordan	11/9/2022		4.00	107.00	428.00	
Finalization of report for box netting Crystal						
Totals			8.00		856.00	
<b>Total Labor</b>						<b>856.00</b>
				<b>Total this Task</b>		<b>\$856.00</b>
				<b>Total this Phase</b>		<b>\$856.00</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	856.00	21,042.00	21,898.00
Limit			21,988.00
Remaining			90.00
		<b>Total this Invoice</b>	<b>\$856.00</b>

Jessica Sahu Teli  
 11021 135th Circle N  
 Champlin, MN 55316

West Metro Water Alliance  
 3235 Fernbrook Lane  
 Plymouth, MN 55447

Invoice Date: Dec. 19, 2022

Log of Services

Date	Description	Hours	Extended (\$45/hr)	Mileage	Extended (0.625/mi)	Supplies/ Fees
9/13/2022	WMWA meeting (8:30-10)	1.50	67.50	-	-	
10/11/2022	WMWA meeting (8:30-10)	1.50	67.50			
11/8/2022	WMWA meeting (8:30-10)	1.50	67.50			
12/13/2022	WMWA meeting (8:30-9:30)	1.00	45.00			
<b>Total - WMWA Meetings</b>			<b>\$ 247.50</b>		<b>\$ -</b>	<b>\$ -</b>
10/4/2022	Robbinsdale MS - meet w/AVID teacher	1.00	45.00	2.00	1.25	
10/6/2022	Robbinsdale MS - meet w/6th grade tea	1.00	45.00	2.00	1.25	
11/8/2022	Robbinsdale MS - zoom about rain gardi	1.00	45.00			
9/14/2022	email correspondence	2.00	90.00			
9/28/2022	email/phone correspondence	2.00	90.00			
<b>Total - Program Development/Communication</b>			<b>\$ 315.00</b>		<b>\$ 2.50</b>	<b>\$ -</b>
9/25/2022	Elim Church	2.50	112.50			
10/4/2022	Noble Elementary	2.50	112.50	31.00	19.38	
10/6/2022	Noble Elementary	2.50	112.50	31.00	19.38	
10/13/2022	Weaver Lake	4.50	202.50	20.00	12.50	
10/17/2022	SEA	3.50	157.50	33.00	20.63	
10/27/2022	Meadowbrook	3.50	157.50	39.00	24.38	
10/28/2022	Meadowbrook	2.50	112.50	39.00	24.38	
10/31/2022	Spanish Immersion	2.50	112.50	30.00	18.75	
11/1/2022	Spanish Immersion	2.50	112.50	30.00	18.75	
11/9/2022	Rogers	4.50	202.50	16.00	10.00	
11/10/2022	Rogers	4.50	202.50	16.00	10.00	
11/11/2022	Robbinsdale MS	6.50	292.50	30.00	18.75	
11/16/2022	Robbinsdale MS	2.00	90.00	30.00	18.75	
11/18/2022	Robbinsdale MS	6.50	292.50	30.00	18.75	
11/21/2022	Dayton	4.50	202.50	2.00	1.25	
11/22/2022	Dayton	4.50	202.50	2.00	1.25	
11/28/2022	Sonnesyn Elem.	2.50	112.50	27.00	16.88	
11/30/2022	Monroe	4.50	202.50	30.00	18.75	
12/1/2022	Monroe	4.50	202.50	30.00	18.75	
12/14/2022	Meadowbrook	4.50	202.50	39.00	24.38	
12/15/2022	Meadowbrook	2.50	112.50	39.00	24.38	
<b>Total - Classroom/Community Events</b>			<b>\$ 3,510.00</b>		<b>\$ 340.00</b>	<b>\$ -</b>
Total:		90.50	\$ 4,072.50	548.00	\$ 342.50	\$ -

**Invoice Total \$ 4,415.00**

4,072.50	57011	WMWA Ed Regular Services
342.50	57012	WMWA Ed Reimbursed Expense
<b>4,415.00</b>	<b>TOTAL</b>	



**INVOICE**

<b>Invoice Number</b>	2020168
<b>Invoice Date</b>	December 15, 2022
<b>Purchase Order</b>	—
<b>Customer Number</b>	165842
<b>Project Number</b>	227704733

**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 2022 General Engineering Services</b>		
Project Manager	Spector, Diane F	Contract Upset	81,064.00
Current Invoice Total (USD)	3,012.00	Amount Billed to Date For Period Ending	81,045.51 <b>December 9, 2022</b>

<b>Top Task</b>	<b>100</b>	<b>2022 General Engineering Services</b>		
<b>Professional Services</b>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Kemmitt, Kathrine Lee (Katie)	14.00	135.00	1,890.00
	Spector, Diane F	6.00	187.00	1,122.00
	<b>Subtotal Professional Services</b>	<u>20.00</u>		<u>3,012.00</u>
Top Task Subtotal	2022 General Engineering Services			3,012.00
	<b>Total Fees &amp; Disbursements</b>			<u>3,012.00</u>
	<b>INVOICE TOTAL (USD)</b>			<b>3,012.00</b>

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





INVOICE

**Invoice Number** 2020165  
**Invoice Date** December 15, 2022  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227704718

**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 2022 Project Reviews</b>		
Project Manager	Spector, Diane F	Contract Upset	43,000.00
Current Invoice Total (USD)	2,960.25	Amount Billed to Date For Period Ending	38,932.07 <b>December 9, 2022</b>

<b>Top Task</b>	<b>100</b>	<b>General</b>			
<b>Low Task</b>	<b>100</b>	<b>General</b>			
<b>Professional Services</b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Clapp, Lucas W	5.25	120.00	630.00
		Shoemaker, Todd E	7.25	207.00	1,500.75
		Matthiesen, Edward Armin (Ed)	0.75	210.00	157.50
		<b>Subtotal Professional Services</b>	<u>13.25</u>		<u>2,288.25</u>
Low Task Subtotal	<b>General</b>				2,288.25
Top Task Subtotal	General				2,288.25

<b>Top Task</b>	<b>300</b>	<b>Project Reviews</b>			
<b>Low Task</b>	<b>300.007</b>	<b>SC2022-06 Opportunity Site</b>			
<b>Professional Services</b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Clapp, Lucas W	3.25	120.00	390.00
		Osterdyk, Eric J	2.00	141.00	282.00
		<b>Subtotal Professional Services</b>	<u>5.25</u>		<u>672.00</u>
Low Task Subtotal	<b>SC2022-06 Opportunity Site</b>				672.00
Top Task Subtotal	Project Reviews				672.00
<b>Total Fees &amp; Disbursements</b>					<u>2,960.25</u>
<b>INVOICE TOTAL (USD)</b>					<b>2,960.25</b>

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



INVOICE

**Invoice Number** 2020151  
**Invoice Date** December 15, 2022  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227705161

**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>Bass Lake Vegetation Improvements</b>		
Project Manager	Kemmitt, Katie	Contract Upset	24,780.00
Current Invoice Total (USD)	202.50	Amount Billed to Date	18,163.52
		For Period Ending	<b>December 9, 2022</b>

<b>Top Task</b>	<b>100</b>	<b>Bass Lake Vegetation Improvement</b>		
<b>Low Task</b>	<b>100.004</b>	<b>Reporting</b>		
<b>Professional Services</b>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Kemmitt, Kathrine Lee (Katie)	1.50	135.00	202.50
	<b>Subtotal Professional Services</b>	<u>1.50</u>		<u>202.50</u>
Low Task Subtotal	<b>Reporting</b>			202.50
Top Task Subtotal	Bass Lake Vegetation Improvement			202.50
	<b>Total Fees &amp; Disbursements</b>			<u>202.50</u>
	<b>INVOICE TOTAL (USD)</b>			<b>202.50</b>

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



INVOICE

**Invoice Number** 2020167  
**Invoice Date** December 15, 2022  
**Purchase Order** ---  
**Customer Number** 165842  
**Project Number** 227704732

**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

**Project Shingle Creek 2022 Education Outreach**

Project Manager	Spector, Diane F	Contract Upset	28,488.00
Current Invoice Total (USD)	841.50	Amount Billed to Date	27,219.50
		For Period Ending	<b>December 9, 2022</b>

**Top Task 100 General**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	4.50	187.00	841.50
<b>Subtotal Professional Services</b>	<u>4.50</u>		<u>841.50</u>

Top Task Subtotal      General      841.50

**Total Fees & Disbursements** 841.50  
**INVOICE TOTAL (USD)** 841.50

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

Shingle Creek - 420.75

West Mississippi - 420.75





3235 Fernbrook Lane  
Plymouth MN 55447

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

January 9, 2023

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM		SC	WM
Administrative		53001	0.330	70.00	23.10	0.33	70.00	23.10		
Administrative	70-30	53001		70.00	-		70.00	-		
Administrative	70-30	53001	24.05	75.00	1,262.63		75.00	541.13		
Administrative		53001	20.63	75.00	1,547.25	14.38	75.00	1,078.50		
Admin - offsite	70-30	53001	2.27	80.00	127.12		80.00	54.48		
Annual Storage Rental - .14/.11		53001	1.00	50.54	50.54	1.00	39.71	39.71		
Office Support	70-30	53001	18.00	75.00	945.00		75.00	405.00		
Admin Reimbursables		53001	455.76	1.00	455.76	191.59	1.00	191.59	4,411.395	2,333.505
Bookkeeping		54022		70.00	-		70.00	-		
Bookkeeping		54022	12.50	75.00	937.50	7.91	75.00	593.25		
Audit Prep		54022		75.00	-		75.00	-	937.500	593.250
Meal Expense	70-30	54001	428.74	1.00	300.12		70.00	128.62	300.118	128.622
Project / WCA Reviews - Secre		53002		70.00	-		70.00	-		
Project / WCA Reviews - Admin		53002	1.05	75.00	78.75	1.88	75.00	141.00		
Project Reviews - File Mgmt		53002		70.00	-		70.00	-		
Reimbursable Expenses		53002	10.27	1.00	10.27	8.72	1.00	8.72	89.020	149.720
Education - Admin - virtual	50-50	57008	1.66	80.00	66.40		80.00	66.40		
Website	50-50	57008		70.00	-		70.00	-		
Website	50-50	57008	1.08	75.00	40.50		75.00	40.50		
Renew website domain	50-50	57008	42.00	1.00	21.00		1.00	21.00		
Education Reimbursables	50-50	57008	1.00	1.00	0.50		1.00	0.50	128.400	128.400
Engrg Support 4G Plan - Secre	70-30	53004		70.00	-		70.00	-		
Engrg Support 4G Plan - Admin	70-30	53004	2.00	75.00	105.00		75.00	45.00		
Engrg Support 4G Plan - Offsite	70-30	53004		80.00	-		80.00	-		
Engrg Support 4G Plan Rembursab	70-31	53004	9.14	1.00	9.14	3.92	1.00	3.92	114.140	48.920
Engineering Support - Admin		53004		70.00	-		70.00	-		
Engineering Support - Admin		53004	3.50	75.00	262.50		75.00	-		
Engineering Support - Admin	70-30	53004	8.95	75.00	469.88		75.00	201.38		
Engineering Support -offsite	70-30	53004	2.73	80.00	152.88		80.00	65.52		
Engineering Support Reimbursables		53004	53.77	1.00	35.89	23.05	1.00	15.38	921.145	282.275
					<b>6,901.72</b>			<b>3,664.69</b>	<b>6,901.718</b>	<b>3,664.692</b>

# Plymouth Community Center Invoice

Statement #: 8851  
 Statement Date: 12/27/2022  
 Statement #: 8851  
 Household: 3649

\* SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION  
 3235 FERNBROOK LN N  
 PLYMOUTH MN 55447

Plymouth Parks and Recreation  
 3400 Plymouth Blvd.  
 Plymouth, MN 55447  
 Phone: (763)509-5200

<u>Reservation Date</u>	<u>Receipt</u>	<u>Description</u>	<u>Quantity</u>	<u>Amount</u>
01/12/2023	534048	Aspen Room on 01/12/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$350.00
02/09/2023	534048	Aspen Room on 02/09/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
03/09/2023	534048	Meeting Room:Plymouth Community Center-Event Wing: Birch; 03/09/2023 at 9:30 am to 2:30 pm (*)	1	\$250.00
04/13/2023	534048	Meeting Room:Plymouth Community Center-Event Wing: Birch; 04/13/2023 at 9:30 am to 2:30 pm (*)	1	\$250.00
05/11/2023	534048	Aspen Room on 05/11/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
06/08/2023	534048	Aspen Room on 06/08/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
07/13/2023	534048	Aspen Room on 07/13/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
08/10/2023	534048	Aspen Room on 08/10/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
09/14/2023	534048	Aspen Room on 09/14/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
10/12/2023	534048	Aspen Room on 10/12/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
11/09/2023	534048	Aspen Room on 11/09/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
12/14/2023	534048	Aspen Room on 12/14/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00
			Total Fees	\$3,100.00
			Total Taxes	\$0.00
			Total Paid	\$0.00
			Total Due	\$3,100.00

Thank you for booking the Plymouth Community Center. Please call 763-509-5608 to make payment over the phone or mail a check to the Plymouth Community Center.

SC - 2,170.-  
 WM - 930.-

# Plymouth Community Center Invoice

Statement #: 8851  
Statement Date: 12/27/2022  
Household: 3649

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*Please return the lower portion with your remittance*

---

Household: 3649

Statement Date: 12/27/2022  
Due Date: 01/11/2024

Statement #: 8851

\* Shingle Creek Watershed Management Commission  
3235 Fernbrook Ln N  
Plymouth MN 55447

Amount Due: \$3,100.00

Facility Reservations  
Amount Paid: \_\_\_\_\_

Remit To:  
Plymouth Parks and Recreation  
3400 Plymouth Blvd.  
Plymouth, MN 55447  
Phone: (763)509-5200

Payment Type: \_\_\_\_\_ Check \_\_\_\_\_ Other (No Credit Cards)

Check Number Or Other Reference: \_\_\_\_\_

## METRO WATERSHED PARTNERS



MINNESOTA WATER  
LET'S KEEP IT CLEAN

### INVOICE

651-523-2812  
[jabere01@hamline.edu](mailto:jabere01@hamline.edu)

Attention: Amy Juntunen  
Shingle Creek WMC  
3235 Fernbrook Lane N.  
Plymouth, MN 55447  
Date: 12/7/22

Metro Watershed Partners  
Hamline University  
1536 Hewitt Ave. MS-A1760  
Saint Paul, MN 55104

Project Title: Clean Water Minnesota

Description	Cost
2023 Membership: Clean Water MN and Adopt-a-Drain	\$500.00
<b>TOTAL</b>	<b>\$500.00</b>

#### Benefits of membership

- You and your colleagues are invited to attend our **monthly meetings**, to network and share information with other watershed education professionals, and to hear monthly speakers on topics relevant to our work. The Watershed Partners meet via Zoom on the second Wednesday of the month from 9:30–11am.
- Join our **listserv on Mobilize** to receive meeting notifications and partner updates, and send messages to, and receive announcements from, other partners. To be added to Mobilize, please email Ann Zawistoski ([azawistoski01@hamline.edu](mailto:azawistoski01@hamline.edu)) and request to be added.
- Your organization will be **listed as a supporting partner** on [cleanwatermn.org/about-us](http://cleanwatermn.org/about-us), and on [adopt-a-drain.org](http://adopt-a-drain.org) when someone clicks on a drain in your service area, and on email communication to adopters in your area.
- Access to an **administrative portal** that allows you to view and download data about adopted drains and program participants in your area. Log in [mn.adopt-a-drain.org/nova](http://mn.adopt-a-drain.org/nova). Contact Jenni Abere ([jabere01@hamline.edu](mailto:jabere01@hamline.edu)) to get admin access.
- A customized **annual report** that includes summary data about adopted drains and program participants in your area.
- Access to **print resources to promote Adopt-a-Drain** to residents in your area. View the marketing guide here: [ms4.adopt-a-drain.org/marketing-guide](http://ms4.adopt-a-drain.org/marketing-guide). Download promotional materials from the Google Drive folder here: [drive.google.com/drive/folders/1b6cLsITFI6xs9xHz2ZZTt8tLJ63rN0Bd?usp=sharing](https://drive.google.com/drive/folders/1b6cLsITFI6xs9xHz2ZZTt8tLJ63rN0Bd?usp=sharing)
- Access to the **CWMN photo gallery** with hundreds of high-quality photographs: [docs.google.com/document/d/1D5uxlkAuZUNj-SJZOSexNbAn\\_ExcjvXaafDN9WLvE8/edit?usp=sharing](https://docs.google.com/document/d/1D5uxlkAuZUNj-SJZOSexNbAn_ExcjvXaafDN9WLvE8/edit?usp=sharing)
- Portable **educational exhibits** are available for free checkout. Find more at [cleanwatermn.org/partners/exhibit-check-out/](http://cleanwatermn.org/partners/exhibit-check-out/)
- For an additional fee, Adopt-a-Drain participants in your area can receive **yard signs and a printed "welcome kit"** in the mail. Please contact Jenni Abere ([jabere01@hamline.edu](mailto:jabere01@hamline.edu)) for more information.

Duration of service: January 1 - December 31st, 2023. Unspent funds will rollover to support program activities in 2024.



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

	2022 Budget	December	Jan 2023	%age YTD	2022 YTD
<b>REVENUE</b>					
Application Fees	18,000			83.33	15,000.00
Member Assessments	156,200			100.00	156,200.00
Interest & Dividend Income	2,500	3,579.47		601.16	15,029.11
Miscellaneous Income					-
Transfer to (from) CIPs (see CIP Tracker page)		78,416.15			158,215.72
To (From) Reserve	5,000				-
<b>TOTAL REVENUE</b>	<b>181,700</b>	<b>81,995.62</b>	<b>-</b>		<b>344,444.83</b>
<b>EXPENSES</b>					
			<b>2022 Activity</b>		
<b>ADMINISTRATION</b>					
Administrative Services	32,000	1,771.43	2,333.51	72.57	23,223.38
Engineering Support	4,000	560.62	282.27	135.67	5,426.77
Project Reviews	1,500	45.60	149.72	38.01	570.18
<b>ENGINEERING</b>					
Administration	33,500	4,099.74	1,179.00	99.96	33,485.31
Grant Application Writing	500			93.50	467.50
Project Review	30,000	3,118.50	5,623.50	98.69	29,607.49
<b>LEGAL</b>					
Legal Services	4,500	366.45	287.00	82.88	3,729.80
<b>MISCELLANEOUS</b>					
Bookkeeping	3,300	105.00	593.25	114.90	3,791.55
Audit	5,000			94.00	4,700.00
Contingency	0				-
Insurance & Bonding	3,100	(653.00)		72.42	2,245.00
Meeting Expense	2,700	110.99	128.62	50.92	1,374.76
Meeting Expense 2023			930.00		
<b>PROJECTS</b>					
Macroinvertebrate Monitoring (River Watch)	0				-
Volunteer Wetland Monitoring (WHEP)	2,000			0.00	-
Outfall and Stream Monitoring	22,600	1,904.13	7,177.01	62.23	14,063.05
Annual Monitoring Report	8,000			98.79	7,902.84
<b>Water Quality Education</b>					
Education	16,500	1,281.31	549.15		13,956.52
Education 2023	0		500.00		
Education Grants	0				-
WMWA General Programs	5,000	3,000.00		60.00	3,000.00
WMWA Implementation/Watershed Prep	6,500	4,000.00		61.54	4,000.00
Rain Garden Workshops	0				-
Management Plan/Amendments	1,000				230.53
4th Generation Plan		127.86	48.92		29,322.99
Transfer to (from) CIPs					293.60
Transfer to (from) Grants					-
To (from) Reserves					-
<b>TOTAL OPERATING EXPENSE</b>	<b>181,700</b>	<b>19,838.63</b>	<b>19,781.95</b>		<b>181,391.27</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/21</b>					<b>892,999.83</b>
<b>Plus Revenue Received to Date</b>					<b>346,489.17</b>
<b>Minus Claims Approved to Date</b>					<b>(213,145.47)</b>
<b>Minus Claims Presented Current Month</b>					<b>19,781.95</b>
<b>Fund Balance</b>		<b>1,064,477.43</b>			<b>1,046,125.48</b>

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

Claims Presented	General Ledger Acct No.	December	January		
					<b>Total</b>
Kennedy & Graven					<b>287.00</b>
Legal - General	52001		287.00		
MWMO - Water Monitoring	58011		6,217.01		<b>6,217.01</b>
Plymouth Parks & Rec-2023 Mtg Room Rental	54001		930.00		<b>930.00</b>
Watershed Partners - Membership 2023	57008		500.00		<b>500.00</b>
Stantec					<b>8,183.25</b>
General Engineering	51001		1,179.00		
Project Reviews	51002		5,623.50		
Grant Applica/Research	51005				
4th Generation Plan	51008				
Legal Boundary Update (4th Gen Plan)	51008				
Education Program	57008		420.75		
Water Monitoring Program	58011		960.00		
Annual Water Monitoring Report	58002				
Judie Anderson's Secretarial Service					<b>3,664.69</b>
Administration	53001		2,333.51		
Bookkeeping / Audit Prep	54002		593.25		
Project Review Support	53002		149.72		
Meeting Expense - Previous Mo. Meal	54001		128.62		
Education Programs	57008		128.40		
Engineering Support	53004		282.27		
Engineering Support - 4th Gen Plan	53008		48.92		
Engineering Support - CIPs	53004				
<b>Total Claims</b>					<b>19,781.95</b>

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300

41-1225694

December 20, 2022

Statement No. 171953

West Mississippi Watershed Management Commission

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447

Through November 30, 2022

WE405-00001      General 287.00

<b>Total Current Billing:</b>	<b>287.00</b>
Credit:	-20.50
<b>Remaining Balance:</b>	<b>266.50</b>

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.

DocuSigned by:

*Troy J. Gilchrist*

67F85C8F-0F29444...  
Signature of Claimant

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

West Mississippi Watershed

November 30, 2022

WE405-00001 General

Through November 30, 2022

For All Legal Services As Follows:

			Hours	Amount
11/10/2022	TJG	Prepare for, travel to, and attend meeting	1.40	287.00
			<b>Total Services:</b>	<b>\$ 287.00</b>
			Credit:	-20.50
			<b>Total Services and Disbursements:</b>	<b>\$ 266.50</b>



2522 Marshall Street NE  
Minneapolis, Minnesota 55418-3329

612-465-8780  
contacts@mwm.org

mwm.org

**MISSISSIPPI  
WATERSHED  
MANAGEMENT  
ORGANIZATION**

# Invoice

Date: 1/4/2023  
Invoice Number: 6  
Amount Due: \$6,217.010  
From: 1/1/2022 to 12/31/2022

**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: Todd Shoemaker

Title: Principal Engineer

Phone: 763.252.6851

E-mail: [todd.shoemaker@stantec.com](mailto:todd.shoemaker@stantec.com)

**Expense Information**

Quantity	Description	Unit Price	Amount
390	Mileage – Expense	\$0.575	\$224.25
17	Analytical lab cost	\$87.00	\$1,479.00
14.5 hrs.	Sample Collection		\$360.88
1	Equipment (replacement A/V sensor)	\$1790.00	\$1,790.00
34.25 hrs.	Equipment maintenance		\$1,112.88
2	Administrative		\$80.00
29.25	Data Work		\$1,170.00
<b>Total</b>			<b>\$6,217.01</b>

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



INVOICE

**Invoice Number** 2020170  
**Invoice Date** December 15, 2022  
**Purchase Order** --  
**Customer Number** 165866  
**Project Number** 227704735

**Bill To**

West Mississippi 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>WMWD 2022 General Engineering Services</b>		
Project Manager	Spector, Diane F	Contract Upset	33,500.00
Current Invoice Total (USD)	1,179.00	Amount Billed to Date For Period Ending	33,485.31 <b>December 9, 2022</b>

<b>Top Task</b>	<b>100</b>	<b>2022 General Engineering</b>			
<b>Professional Services</b>					
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>	
		Clapp, Lucas W	2.25	120.00	270.00
		Kemmitt, Kathrine Lee (Katie)	0.50	135.00	67.50
		Spector, Diane F	4.50	187.00	841.50
		<b>Subtotal Professional Services</b>	<u>7.25</u>		<u>1,179.00</u>
Top Task Subtotal	2022 General Engineering				1,179.00
		<b>Total Fees &amp; Disbursements</b>			<u>1,179.00</u>
		<b>INVOICE TOTAL (USD)</b>			<b>1,179.00</b>

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



**INVOICE**

<b>Invoice Number</b>	2020159
<b>Invoice Date</b>	December 15, 2022
<b>Purchase Order</b>	--
<b>Customer Number</b>	165866
<b>Project Number</b>	227704739

**Bill To**

West Mississippi 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>WMWD 2022 Project Reviews</b>			
	Project Manager	Shoemaker, Todd E	Contract Upset	30,000.00
	Current Invoice Total (USD)	5,623.50	Amount Billed to Date For Period Ending	29,607.49 <b>December 9, 2022</b>

<b>Top Task</b>	<b>100</b>	<b>General</b>			
<b>Low Task</b>	<b>100</b>	<b>General</b>			
<b>Professional Services</b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Shoemaker, Todd E	15.75	207.00	3,260.25
		<b>Subtotal Professional Services</b>	<u>15.75</u>		<u>3,260.25</u>
Low Task Subtotal	<b>General</b>				3,260.25
Top Task Subtotal	General				3,260.25

<b>Top Task</b>	<b>200</b>	<b>WCA</b>			
<b>Low Task</b>	<b>200</b>	<b>WCA</b>			
<b>Professional Services</b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Kaster, Anthony R (Tony)	4.50	181.00	814.50
		<b>Subtotal Professional Services</b>	<u>4.50</u>		<u>814.50</u>
Low Task Subtotal	<b>WCA</b>				814.50
Top Task Subtotal	WCA				814.50

<b>Top Task</b>	<b>300</b>	<b>Project Reviews</b>			
<b>Low Task</b>	<b>300.006</b>	<b>WM2022-06 Gateway Regional Park</b>			
<b>Professional Services</b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Clapp, Lucas W	10.75	120.00	1,290.00
		Shoemaker, Todd E	1.25	207.00	258.75



INVOICE

Invoice Number	2020159
Invoice Date	December 15, 2022
Purchase Order	--
Customer Number	165866
Project Number	227704739

Subtotal Professional Services	<u>12.00</u>	<u>1,548.75</u>
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Low Task Subtotal	<b>WM2022-06 Gateway Regional Park</b>	<u>1,548.75</u>
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Top Task Subtotal	Project Reviews	<u>1,548.75</u>
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<b>Total Fees &amp; Disbursements</b>	<u>5,623.50</u>
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<b>INVOICE TOTAL (USD)</b>	<b><u>5,623.50</u></b>
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**Due upon receipt or in accordance with terms of the contract**

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INVOICE

**Invoice Number** 2020150  
**Invoice Date** December 15, 2022  
**Purchase Order** ---  
**Customer Number** 165866  
**Project Number** 227704740

**Bill To**

West Mississippi 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

**Project WMWD 2022 Stream and Outfall Monitoring**

Project Manager	Kemmitt, Katie	Contract Upset	22,600.00
Current Invoice Total (USD)	960.00	Amount Billed to Date	7,846.04
		For Period Ending	<b>December 9, 2022</b>

**Top Task 100 2022 Stream and Outfall Monitoring**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Krautmann, Kurt Thompson	8.00	120.00	960.00
<b>Subtotal Professional Services</b>	<u>8.00</u>		<u>960.00</u>

Top Task Subtotal 2022 Stream and Outfall Monitoring 960.00

**Total Fees & Disbursements** 960.00  
**INVOICE TOTAL (USD)** **960.00**

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





3235 Fernbrook Lane  
Plymouth MN 55447

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

January 9, 2023

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM		SC	WM
Administrative		53001	0.330	70.00	23.10	0.33	70.00	23.10		
Administrative	70-30	53001		70.00	-		70.00	-		
Administrative	70-30	53001	24.05	75.00	1,262.63		75.00	541.13		
Administrative		53001	20.63	75.00	1,547.25	14.38	75.00	1,078.50		
Admin - offsite	70-30	53001	2.27	80.00	127.12		80.00	54.48		
Annual Storage Rental - .14/.11		53001	1.00	50.54	50.54	1.00	39.71	39.71		
Office Support	70-30	53001	18.00	75.00	945.00		75.00	405.00		
Admin Reimbursables		53001	455.76	1.00	455.76	191.59	1.00	191.59	4,411.395	2,333.505
Bookkeeping		54022		70.00	-		70.00	-		
Bookkeeping		54022	12.50	75.00	937.50	7.91	75.00	593.25		
Audit Prep		54022		75.00	-		75.00	-	937.500	593.250
Meal Expense	70-30	54001	428.74	1.00	300.12		70.00	128.62	300.118	128.622
Project / WCA Reviews - Secre		53002		70.00	-		70.00	-		
Project / WCA Reviews - Admin		53002	1.05	75.00	78.75	1.88	75.00	141.00		
Project Reviews - File Mgmt		53002		70.00	-		70.00	-		
Reimbursable Expenses		53002	10.27	1.00	10.27	8.72	1.00	8.72	89.020	149.720
Education - Admin - virtual	50-50	57008	1.66	80.00	66.40		80.00	66.40		
Website	50-50	57008		70.00	-		70.00	-		
Website	50-50	57008	1.08	75.00	40.50		75.00	40.50		
Renew website domain	50-50	57008	42.00	1.00	21.00		1.00	21.00		
Education Reimbursables	50-50	57008	1.00	1.00	0.50		1.00	0.50	128.400	128.400
Engrg Support 4G Plan - Secre	70-30	53004		70.00	-		70.00	-		
Engrg Support 4G Plan - Admin	70-30	53004	2.00	75.00	105.00		75.00	45.00		
Engrg Support 4G Plan - Offsite	70-30	53004		80.00	-		80.00	-		
Engrg Support 4G Plan Rembursab	70-31	53004	9.14	1.00	9.14	3.92	1.00	3.92	114.140	48.920
Engineering Support - Admin		53004		70.00	-		70.00	-		
Engineering Support - Admin		53004	3.50	75.00	262.50		75.00	-		
Engineering Support - Admin	70-30	53004	8.95	75.00	469.88		75.00	201.38		
Engineering Support -offsite	70-30	53004	2.73	80.00	152.88		80.00	65.52		
Engineering Support Rembursables		53004	53.77	1.00	35.89	23.05	1.00	15.38	921.145	282.275
					<b>6,901.72</b>			<b>3,664.69</b>	<b>6,901.718</b>	<b>3,664.692</b>

# Plymouth Community Center Invoice

**Statement #:** 8851  
**Statement Date:** 12/27/2022  
**Statement #:** 8851  
**Household:** 3649

\* SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION  
 3235 FERNBROOK LN N  
 PLYMOUTH MN 55447

Plymouth Parks and Recreation  
 3400 Plymouth Blvd.  
 Plymouth, MN 55447  
 Phone: (763)509-5200

<u>Reservation Date</u>	<u>Receipt</u>	<u>Description</u>	<u>Quantity</u>	<u>Amount</u>	
01/12/2023	534048	Aspen Room on 01/12/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$350.00	
02/09/2023	534048	Aspen Room on 02/09/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
03/09/2023	534048	Meeting Room:Plymouth Community Center-Event Wing: Birch; 03/09/2023 at 9:30 am to 2:30 pm (*)	1	\$250.00	
04/13/2023	534048	Meeting Room:Plymouth Community Center-Event Wing: Birch; 04/13/2023 at 9:30 am to 2:30 pm (*)	1	\$250.00	
05/11/2023	534048	Aspen Room on 05/11/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
06/08/2023	534048	Aspen Room on 06/08/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
07/13/2023	534048	Aspen Room on 07/13/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
08/10/2023	534048	Aspen Room on 08/10/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
09/14/2023	534048	Aspen Room on 09/14/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
10/12/2023	534048	Aspen Room on 10/12/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
11/09/2023	534048	Aspen Room on 11/09/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
12/14/2023	534048	Aspen Room on 12/14/2023 at 9:30 am to 2:30 pm at Plymouth Community Center-Event Wing (*)	1	\$250.00	
				<b>Total Fees</b>	<b>\$3,100.00</b>
				<b>Total Taxes</b>	<b>\$0.00</b>
				<b>Total Paid</b>	<b>\$0.00</b>
				<b>Total Due</b>	<b>\$3,100.00</b>

Thank you for booking the Plymouth Community Center. Please call 763-509-5608 to make payment over the phone or mail a check to the Plymouth Community Center.

SC - 2,170.-  
 WM - 930.-

# Plymouth Community Center Invoice

**Statement #:** 8851  
**Statement Date:** 12/27/2022  
**Household:** 3649

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*Please return the lower portion with your remittance*

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Household: 3649

Statement Date: 12/27/2022  
Due Date: 01/11/2024

Statement #: 8851

\* Shingle Creek Watershed Management Commission  
3235 Fernbrook Ln N  
Plymouth MN 55447

Amount Due: \$3,100.00

Facility Reservations  
Amount Paid: \_\_\_\_\_

Remit To:  
Plymouth Parks and Recreation  
3400 Plymouth Blvd.  
Plymouth, MN 55447  
Phone: (763)509-5200

Payment Type: \_\_\_\_\_ Check \_\_\_\_\_ Other (No Credit Cards)

Check Number Or Other Reference: \_\_\_\_\_

# METRO WATERSHED PARTNERS



MINNESOTA WATER  
LET'S KEEP IT CLEAN

## INVOICE

651-523-2812  
[jabere01@hamline.edu](mailto:jabere01@hamline.edu)

Attention: Amy Juntunen  
West Mississippi WMC  
3235 Fernbrook Lane N.  
Plymouth, MN 55447  
Date: 12/7/22

Metro Watershed Partners  
Hamline University  
1536 Hewitt Ave. MS-A1760  
Saint Paul, MN 55104

Project Title: Clean Water Minnesota

Description	Cost
2023 Membership: Clean Water MN and Adopt-a-Drain	\$500.00
<b>TOTAL</b>	<b>\$500.00</b>

### Benefits of membership

- You and your colleagues are invited to attend our **monthly meetings**, to network and share information with other watershed education professionals, and to hear monthly speakers on topics relevant to our work. The Watershed Partners meet via Zoom on the second Wednesday of the month from 9:30–11am.
- Join our **listserv on Mobilize** to receive meeting notifications and partner updates, and send messages to, and receive announcements from, other partners. To be added to Mobilize, please email Ann Zawistoski ([azawistoski01@hamline.edu](mailto:azawistoski01@hamline.edu)) and request to be added.
- Your organization will be **listed as a supporting partner** on [cleanwatermn.org/about-us](http://cleanwatermn.org/about-us), and on [adopt-a-drain.org](http://adopt-a-drain.org) when someone clicks on a drain in your service area, and on email communication to adopters in your area.
- Access to an **administrative portal** that allows you to view and download data about adopted drains and program participants in your area. Log in [mn.adopt-a-drain.org/nova](http://mn.adopt-a-drain.org/nova). Contact Jenni Abere ([jabere01@hamline.edu](mailto:jabere01@hamline.edu)) to get admin access.
- A customized **annual report** that includes summary data about adopted drains and program participants in your area.
- Access to **print resources to promote Adopt-a-Drain** to residents in your area. View the marketing guide here: [ms4.adopt-a-drain.org/marketing-guide](https://ms4.adopt-a-drain.org/marketing-guide). Download promotional materials from the Google Drive folder here: [drive.google.com/drive/folders/1b6cLsITFI6xs9xHz2ZZTt8tLJ63rN0Bd?usp=sharing](https://drive.google.com/drive/folders/1b6cLsITFI6xs9xHz2ZZTt8tLJ63rN0Bd?usp=sharing)
- Access to the **CWMN photo gallery** with hundreds of high-quality photographs: [docs.google.com/document/d/1D5uxIkAuZUNj-SJZOSexNbAn\\_ExcjivXaafDN9WLvE8/edit?usp=sharing](https://docs.google.com/document/d/1D5uxIkAuZUNj-SJZOSexNbAn_ExcjivXaafDN9WLvE8/edit?usp=sharing)
- Portable **educational exhibits** are available for free checkout. Find more at [cleanwatermn.org/partners/exhibit-check-out/](http://cleanwatermn.org/partners/exhibit-check-out/)
- For an additional fee, Adopt-a-Drain participants in your area can receive **yard signs and a printed "welcome kit"** in the mail. Please contact Jenni Abere ([jabere01@hamline.edu](mailto:jabere01@hamline.edu)) for more information.

Duration of service: January 1 - December 31st, 2023. Unspent funds will rollover to support program activities in 2024.