

Shingle Creek Watershed Management Commission Treasurer's Report

	2024 Budget	December	January 2025	%age YTD	2024 YTD
REVENUE					
Application Fees	15,000	1,800.00		104.00	15,600.00
Member Assessments	370,000			100.00	370,000.00
Interest and Dividends	20,000	15,233.44		832.61	166,521.67
Miscellaneous Income					-
TOTAL OPERATING REVENUE	405,000	17,033.44	-		552,121.67
EXPENSE					
2024 Activity					
ADMINISTRATION					
Administrative Services	70,000	5,275.37	5,253.43	91.77	64,238.40
Engineering Support	15,000	924.43	160.47	75.27	11,290.71
Project Reviews	1,500	173.53	40.73	38.95	584.25
ENGINEERING					
General Engineering	80,000	5,966.83	3,259.89	99.11	79,285.94
Grant Application Writing	12,000	995.00		169.88	20,385.25
Project Reviews/WCA	35,000	9,437.00	651.00	114.40	40,040.70
Highway 252/94 EIS Review					173.25
Blue Line Extension					8,648.25
TMDL 5 Year Reviews	5,000	219.50	4,205.00	88.49	4,424.50
LEGAL - Legal Services	6,000	740.10	347.55	94.59	5,675.14
JPA Update			22.50		4,230.00
MISCELLANEOUS					
Bookkeeping	8,000	388.50	801.00	110.30	8,823.75
Audit	7,500			85.33	6,400.00
Insurance & Bonding	3,200	(192.00)		103.13	3,300.00
Meeting Expense	6,000	325.87	325.87	111.24	6,674.21
Meeting Expense 2025			2,730.00		2,730.00
PROGRAMS					
Stream Monitoring	36,000	2,874.51		113.94	41,017.24
Stream Monitoring (USGS)	4,200			90.48	3,800.00
Lake Monitoring	30,000	1,371.24		103.36	31,008.48
Citizen Assisted Lake Monitoring (CAMP)	5,000	350.59	1,900.00	79.82	3,991.01
Volunteer Stream Monitoring (River Watch)	2,000			-	-
Annual Monitoring Report	16,500			100.84	16,638.19
Water Quality Education					
Education Program	24,000	2,237.26	794.38	54.76	13,142.98
WMWA General (SC Share)	3,000			100.00	3,000.00
WMWA Impl/WS Prep (SC Share)	8,500			94.12	8,000.00
Management Plan/Amendments	1,000				-
Subwatershed BMP Assessment	0				-
Contribution to 5th Generation Plan	0				-
<i>To/From Reserves</i>	<i>25,600</i>				
TOTAL OPERATING EXPENSE	405,000	31,087.73	20,491.82		387,502.25
OPERATING SURPLUS OR (DEFICIT)					164,619.42

Shingle Creek Watershed Management Commission Treasurer's Report

	2024 Budget	December	January 2025	%age YTD	2024 YTD
GRANTS AND CAPITAL PROJECTS			2024 Activity		
REVENUE					
Transfer to (from) Grants		-	-		272,792.04
Transfer to (from) CIPs		466,358.79			968,498.40
Transfer to (from) Closed Projects Account					-
TOTAL GRANT & CIP REVENUE		466,358.79	-		1,241,290.44
EXPENSE					
SC Trail Feasibility Study					4,345.25
Brookdale Pk SC Remeander Feasibility Stud		3,528.25			14,583.50
Gauke Pond SWA Amendment					-
Eagle Lake SWA					-
Colorado Ave Infiltration Trench Feas Study		2,013.25			20,122.00
Transfer to (from) Grants		2,539.07	78.00		40,503.42
Transfer to (from) CIPs					35,734.58
Transfer to (from) City Cost Share Fund					-
Transfer to (from) Partnership BMP Cost Share Fund					-
Transfer to (from) Closed Projects Account		9,607.02	160,514.33		205,357.82
TOTAL GRANT & CIP EXPENSE		17,687.59	160,592.33		320,646.57
WMWA					
REVENUE					
WMWA Education - Partners					44,000.00
EXPENSE					
WMWA General Admin - Tech		572.00	332.33		7,691.59
WMWA Implementation					12,134.41
WMWA Educators		1,286.31			7,874.59
WMWA Rain Garden Workshops					-
TOTAL WMWA EXPENSE		1,858.31	332.33		27,700.59
CASH SUMMARY					
4M Fund Balance at 12/31/23					2,728,740.53
Plus Revenue Received to date					1,859,642.11
Minus Claims Approved to Date					(960,007.44)
Minus Claims Presented Current Month					181,416.48
4M Fund Balance		3,991,208.16			3,809,791.68

Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	January 2025	Total
City of Maple Grove-Eagle/Pike Lakes Alum	58035	159,912.70	159,912.70
Metropolitan Council - CAMP 2024	56002	1,900.00	1,900.00
Plymouth Comm Ctr-2025 Mtg Room Renta	54001	2,730.00	2,730.00
State Register	53001	82.50	82.50
Joanna Sorenson - WMWA Educator			-
WMWA Ed Services	57011		
WMWA Ed Reimbursement	57012		
WMWA Special Projects	57010		-
Stantec			9,504.52
General Engineering	51001	3,259.89	
Grant Writing	51005		
Project Reviews	51002	651.00	
TMDL 5-Year Reviews	56011	4,205.00	
Stream Monitoring	56004		
Lake Monitoring	56010		
CAMP	56002		
Education	57008	709.00	
Annual Water Monitoring Report	58002		
Meadow Lake Mgt Plan Phase 2 Grant	70739	78.00	
SC Trail Stabil.& Fishery Imp Feas.Study	58030		
Brookdale Park SC Remeander Feas.Study	58031		
Eagle and Pike Lakes Internal Load	58035	601.63	
Colorado Ave Infiltration Trench Feas Study	58036		
Twin and Ryan Lakes Carp Study	58037		
SC Daylighting Tech Assistance	58038		
Town Law Center			370.05
Legal - General	52001	347.55	
Legal - JPA Update	52001	22.50	
Judie Anderson's Secretarial Service			332.33
WMWA General Expense	57009	332.33	
WMWA Educators/WS Prep	57011		
Judie Anderson's Secretarial Service			6,584.38
Administration	53001	5,170.93	
Project Review Support	53002	40.73	
Bookkeeping / Audit Prep	54002	801.00	
Meeting Expense	54001	325.87	
Education Programs	57008	85.38	
Engineering Support	53004	160.47	
Total Claims			181,416.48



Owner: City of Maple Grove, 12800 Arbor Lakes Parkway, Maple Grove, MN, 55369
Period: 10/1/24 - 10/30/24
Contractor: Solitude Lake Management, 1320 Brookwood Drive, Suite H, Little Rock, AR, 72202
Date: 10/30/2024
Request No: 1 & FINAL

CONTRACTORS REQUEST FOR PAYMENT
EAGLE ANDPIKE LAKES INTERNAL LOAD MGMT PROJECT
CITY PROJECT NO. 24-15

SUMMARY

1	Original Contract Amount		\$	<u>159,912.70</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>159,912.70</u>
5	Value Completed to Date		\$	<u>159,912.70</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>159,912.70</u>
8	Less Retanage		\$	<u>0.00</u>
9	Subtotal		\$	<u>159,912.70</u>
10	Less Amounty Paid Previously		\$	<u>0.00</u>
11	Liquidated damages		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	1	\$	<u>159,912.70</u>

Recommended for Approval by:

STANTEC

Shoemaker, Todd

Digitally signed by Shoemaker, Todd
 DN CN="Shoemaker, Todd",
 OU=Internal, OU=users, OU=stantec,
 DC=corp, DC=ads
 Date: 2024.11.01 11:49:47-05'00'

Printed Name

Date:

Approved by Contractor:

SOLITUDE LAKE MANAGEMENT, LLC

X *Trina L. Duncan*

Printed Name: Trina L. Duncan, Business Manager

Date: 11/04/2024

Approved by Owner:

CITY OF MAPLE GROVE

X *R.J. Kakach*

Printed Name: R.J. Kakach, City Engineer

Date: 12/3/24



INVOICE

Invoice No: 0001181251
Invoice Date: 12/23/24
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: 1/22/25

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

Line	Identifier	Description	Quantity	UOM	Unit Amt	Original Net Amount
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	CAMP	Citizen-Assist-Monitor-Prj	1.00	EA	1,900.00	1,900.00
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Subtotal: 1,900.00

Contract: 24R005X

Quantity of lake sites: 2 at \$760 each. 1 at \$380 each.
2024 Citizen-Assisted Monitoring Program

For questions about this bill, please contact Brian Johnson at 651-602-8743 or 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

Plymouth Community Center Invoice

Invoice #: 54694
Invoice Date: 12/11/2024
Invoice #: 54694
Household: 3649

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

Plymouth Community Center
 14800 34th Avenue N
 Plymouth MN 55447
 Phone: (763)509-5280

<u>Reservation Date</u>	<u>Receipt</u>	<u>Description</u>	<u>Quantity</u>	<u>Amount</u>	
12/12/2024	821357	Aspen Room on 12/12/2024 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing PAYMENT		\$325.00-	
12/12/2024	821357	Aspen Room on 12/12/2024 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
01/09/2025	802529	Aspen Room on 01/09/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
02/13/2025	802529	Aspen Room on 02/13/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
03/13/2025	802529	Aspen Room on 03/13/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
04/10/2025*	802529	Aspen Room on 04/10/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
05/08/2025	802529	Aspen Room on 05/08/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
06/12/2025	802529	Aspen Room on 06/12/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
07/10/2025	802529	Aspen Room on 07/10/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
08/14/2025	802529	Aspen Room on 08/14/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
09/11/2025	802529	Aspen Room on 09/11/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
10/09/2025	802529	Aspen Room on 10/09/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
11/13/2025	802529	Aspen Room on 11/13/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
12/11/2025	804777	Aspen Room on 12/11/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00	
				Total Fees	\$4,225.00
				Total Taxes	\$0.00
				Total Paid	\$325.00
				Total Due	\$3,900.00

Thank you for booking your event at the Plymouth Community Center. Please call 763-509-5218 to make payment over the phone or mail a check to the Plymouth Community Center.

SC - 2,730.
 WM - 1,170.

G0203 001
 DEPT OF ADMIN/PMD
 MINNESOTA'S BOOKSTORE
 50 SHERBURNE AVENUE, SUITE 309
 ST. PAUL MN 55155

m DEPARTMENT OF
 ADMINISTRATION
INVOICE

Customer No: 7002130
 Payment Terms: Due in 30
 Due Date: January 11, 2025
 Invoice: 00000837621
 Invoice Date: December 12, 2024
 From Date: December 9, 2024 To Date: December 9, 2024
 Purchase Order:
 Page: 1 of 1

Bill To:
 SHINGLE CREEK WATERSHED
 ACCOUNTS PAYABLE
 3235 FERNBROOK LN
 PLYMOUTH MN 55447

AMOUNT DUE: 82.50

For billing questions, please call 651-201-3204

Original

Line	Identifier	Description	Qty	UOM	Unit Amt	Net Amount
1		State Register Vol. 49 #24 Request for Interest Proposals - Professional Services for Administrative, Legal, and Technical Consulting	5.00	EA	13.50	67.50
2		Affidavit	1.00	EA	15.00	15.00
Subtotal:						<u>82.50</u>
Amount Due:						<u>82.50</u>

Bill To:
 SHINGLE CREEK WATERSHED
 ACCOUNTS PAYABLE
 3235 FERNBROOK LN
 PLYMOUTH MN 55447

Customer No: 7002130
 Payment Terms: Due in 30
 Due Date: January 11, 2025

Address Change? If yes, Check box.
 Write correct address on back. →

Please Remit To:
 DEPT OF ADMIN/PLANT MANAGEMENT
 MINNESOTA'S BOOKSTORE
 50 SHERBURNE AVENUE
 SUITE 309
 ST. PAUL MN 55155

Amount Due: 82.50

Amount Remitted



INVOICE

Invoice Number 2334312
Invoice Date January 6, 2024
Purchase Order --
Customer Number 165842
Project Number 227706654

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 WMC 2024 Engineering Services		
Project Manager	Shoemaker, Todd E	Contract Upset	297,012.75
Current Invoice Total (USD)	9,533.89	Amount Billed to Date	274,522.83
		For Period Ending	December 31, 2024

Top Task 101 **General Engineering**
Low Task 101 **General Engineering**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	10.50	133.00	1,396.50
Kemmitt, Kathrine Lee (Katie)	2.25	156.00	351.00
Spector, Diane F	1.00	205.00	205.00
Matthiesen, Edward Armin (Ed)	2.25	231.00	519.75
Shoemaker, Todd E	3.00	231.00	693.00
Subtotal Professional Services	<u>19.00</u>		<u>3,165.25</u>

Disbursements

Direct - Printing	1.51
Direct - Vehicle (mileage)	93.13
Subtotal Disbursements	<u>94.64</u>

Low Task Subtotal **General Engineering** 3,259.89

Top Task Subtotal General Engineering 3,259.89

Top Task 102 **Project Reviews/WCA**
Low Task 102.001 **General Project Reviews**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Shoemaker, Todd E	0.50	231.00	115.50
Subtotal Professional Services	<u>0.50</u>		<u>115.50</u>

Invoice Number 2334312
Invoice Date January 6, 2024
Purchase Order --
Customer Number 165842
Project Number 227706654

Low Task Subtotal **General Project Reviews** 115.50

Low Task 102.011 24-07 Arbor Lakes Active Living

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	3.00	140.00	420.00
Shoemaker, Todd E	0.50	231.00	115.50
Subtotal Professional Services	3.50		535.50

Low Task Subtotal **24-07 Arbor Lakes Active Living** 535.50

Top Task Subtotal **Project Reviews/WCA** 651.00

Top Task 107 TMDL 5-year Reviews

Low Task 107 TMDL 5-year Reviews

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	28.50	133.00	3,790.50
Kemmitt, Kathrine Lee (Katie)	2.00	156.00	312.00
Spector, Diane F	0.50	205.00	102.50
Subtotal Professional Services	31.00		4,205.00

Low Task Subtotal **TMDL 5-year Reviews** 4,205.00

Top Task Subtotal **TMDL 5-year Reviews** 4,205.00

Top Task 109 Education & Outreach

Low Task 109 Education & Outreach

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	5.25	133.00	698.25
Kemmitt, Kathrine Lee (Katie)	1.00	156.00	156.00
Spector, Diane F	2.75	205.00	563.75
Subtotal Professional Services	9.00		1,418.00

SC - 709
 WM - 709

Low Task Subtotal **Education & Outreach** 1,418.00

Top Task Subtotal **Education & Outreach** 1,418.00

Total Fees & Disbursements 9,533.89
INVOICE TOTAL (USD) **9,533.89**



INVOICE

Invoice Number 2326181
Invoice Date December 12, 2024
Purchase Order --
Customer Number 165842
Project Number 227705219

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	Meadow Lake Management Plan Phase 2		
Project Manager	Spector, Diane F	Contract Upset	102,810.00
Current Invoice Total (USD)	78.00	Amount Billed to Date	79,838.18
		For Period Ending	December 6, 2024

Top Task	100	Professional Services			
Low Task	100.101	Project Management and Reporting			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Kemmitt, Kathrine Lee (Katie)	0.50	156.00	78.00
		Subtotal Professional Services	<u>0.50</u>		<u>78.00</u>
Low Task Subtotal	Project Management and Reporting				78.00
Top Task Subtotal	Professional Services				78.00
		Total Fees & Disbursements			<u>78.00</u>
		INVOICE TOTAL (USD)			78.00

Due upon receipt or in accordance with terms of the contract



INVOICE

Invoice Number 2324256
Invoice Date December 10, 2024
Purchase Order ---
Customer Number 165842
Project Number 227706845

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	Eagle and Pike Lakes Internal Load			
	Project Manager	Kemmitt, Katie	Contract Upset	123,304.00
	Current Invoice Total (USD)	601.63	Amount Billed to Date	25,454.34
			For Period Ending	December 6, 2024

Top Task	100	Engineering Support for Alum Treatments		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
		Neumiller, Grace Catherine	1.00	133.00
		Kemmitt, Kathrine Lee (Katie)	2.50	156.00
		Subtotal Professional Services	<u>3.50</u>	<u>523.00</u>
Disbursements				
		Direct - Printing		0.63
		Subtotal Disbursements		<u>0.63</u>

Top Task Subtotal Engineering Support for Alum Treatments 523.63

Top Task	200	Phosphorus Monitoring		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
		Kemmitt, Kathrine Lee (Katie)	0.50	156.00
		Subtotal Professional Services	<u>0.50</u>	<u>78.00</u>

Top Task Subtotal Phosphorus Monitoring 78.00

Total Fees & Disbursements 601.63
INVOICE TOTAL (USD) 601.63

Net Due in 30 Days or in accordance with terms of the contract



January 01, 2025

JASS Watershed Administrators
Shingle Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

Bill Period: 12-01-2024 - 12-31-2024

Fees	360.00
Expenses	10.05
Total for this Bill	370.05
Previous Balance	0.00
Total Amount to Pay as of 01-01-2025	370.05

Town Law Center PLLP
1250 Wayzata Blvd E
Unit 1065
Wayzata, MN 55391

January 01, 2025

Bill Number: 361

Bill Period: 12-01-2024 - 12-31-2024

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
12-03-2024	Troy Gilchrist	Review and respond to email from Todd S regarding upcoming agenda and addressing the JPA	0.10	225.00	22.50
12-12-2024	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.50	225.00	337.50
Total					360.00

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.60	225.00	360.00
Total			360.00

Expenses

Date	Professional	Description	Amount
12-12-2024	Troy Gilchrist	Mileage to attend meeting	10.05
Total Expenses			10.05

Total for this Bill 370.05

Previous Balance 0.00

Total Amount to Pay as of 01-01-2025 370.05

Outstanding Balance as of 01-01-2025

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
370.05	0.00	0.00	0.00	0.00	0.00	370.05



Your Virtual Administrator

3235 Fernbrook Lane N
Plymouth MN 55447

Shingle Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth MN 55447

January 3, 2025

Re: **2024 WMWA General Expense and Watershed PREP**

Description	Rate	Hours/ No.	Amount	Total
General Expense				
Administrative	75.00	2.69	201.75	
Administrative - website, Facebook, Twitter	75.00		-	
Offsite, WMWA meetings, Blue Thumb, Watershed Partners, Home Expo, Henn County, city events	80.00	1.50	120.00	
Website hosting, Godaddy renewal	1.00		-	
Reimbursables	1.00	10.58	10.58	
Total General Expense				332.33
Watershed PREP				
Administrative	75.00		-	
Offsite	80.00		-	
Reimbursables	1.00		-	
Total Watershed PREP				-
Total this invoice				332.33
Partner Share				83.08



3235 Fernbrook Lane
Plymouth MN 55447

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

January 3, 2025

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	15.63	75.00	1,172.25	5.29	75.00	396.75		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001	29.17	75.00	1,531.43		75.00	656.33		
Administrative - Convene	50-50	53001		75.00	-		75.00	-		
Admin - offsite	70-30	53001	3.17	80.00	177.52		80.00	76.08		
Office Support	70-30	53001	27.50	75.00	1,443.75		75.00	618.75		
Data Processing/File Mgmt		53001		75.00	-		75.00	-		
Data Processing/File Mgmt	70-30	53001	0.25	75.00	13.13		75.00	5.63		
Archiving		53001		70.00	-		70.00	-		
Admin - Annual Reporting	50-50	53001	9.73	75.00	510.83		75.00	218.93		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Administration Reimbursables		53001	267.29	1.00	267.29	77.32	1.00	77.32	5,170.925	2,092.785
Bookkeeping		54022	9.08	75.00	681.00	5.17	75.00	387.75		
Bookkeeping Subscription		54022	2.00	60.00	120.00	2.00	60.00	120.00		
Audit Prep		54022		75.00	-		75.00	-	801.000	507.750
Meal Expense	70-30	54001	465.53	1.00	325.87		1.00	139.66	325.871	139.659
Project / WCA Reviews - Admin		53002	0.45	75.00	33.75		75.00	-		
Project / WCA Reviews -Reimbursables		53002	6.98	1.00	6.98		1.00	-	40.730	-
Education - Admin	50-50	57008	0.50	75.00	18.75		75.00	18.75		
Education - Admin - virtual	50-50	57008		80.00	-		80.00	-		
Website	50-50	57008	1.75	75.00	65.63		75.00	65.63	85.375	85.375
Renew website domain, zoom	50-50	57008		1.00	-		1.00			
Education - Reimbursables	50-50	57007	1.00	1.00	1.00	1.00	1.00	1.00		
Engineering Support - Admin	70-30	53004	3.05	75.00	160.13		75.00	68.63		
Engineering Support - offsite	70-30	53004		80.00	-		80.00	-		
Engineering Support - Reimbursables		53004	0.35	1.00	0.35	0.35	1.00	0.35	160.475	68.975
									6,584.38	2,894.544

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

	2024 Budget	December	Jan 2025	%age YTD	2024 YTD
REVENUE					
Application Fees	20,000			32.00	6,400.00
Member Assessments	160,000			100.00	160,000.00
Interest & Dividend Income	5,000	5,299.46		1,345.10	67,255.17
Miscellaneous Income					-
Transfer to (from) CIPs		76,414.62			158,928.04
Transfer to (from) Grants					-
To (From) Reserve	8,000				-
TOTAL REVENUE	193,000	81,714.08	-		392,583.21
EXPENSES					
			2024 Activity		
ADMINISTRATION					
Administrative Services	32,000	2,566.13	2,175.28	98.43	31,497.25
Engineering Support	4,000	396.18	68.97	120.32	4,812.73
Project Reviews	1,500	85.24		19.65	294.77
ENGINEERING					
General Engineering	35,000	2,732.49	1,649.49	100.00	34,999.08
Grant Application Writing	500				-
Project Review	30,000	4,382.00	9,834.25	97.62	29,287.00
Highway 252/94 EIS Review					1,617.00
LEGAL					
Legal Services	5,000	740.10	347.55	98.20	4,910.14
JPA Update					4,185.00
MISCELLANEOUS					
Bookkeeping	4,000	301.50	507.75	136.69	5,467.50
Audit	6,500			73.85	4,800.00
Insurance & Bonding	3,000	(187.00)		95.43	2,863.00
Meeting Expense	3,000	139.66	139.66	95.35	2,860.38
Meeting Expense 2025			1,170.00		1,170.00
PROJECTS					
Outfall and Stream Monitoring	24,000	179.50	399.00	58.21	13,970.81
Annual Monitoring Report	8,000			102.44	8,194.93
Water Quality Education					
Education	24,000	2,237.25	794.38	54.76	13,142.97
WMWA General Programs	3,000			100.00	3,000.00
WMWA Implementation/Watershed Prep	8,500			94.12	8,000.00
Management Plan/Amendments	1,000				-
Transfer to (from) CIPs			4,091.83		4,297.53
Transfer to (from) Grants		2,254.00			10,531.55
To (from) Reserves					-
TOTAL OPERATING EXPENSE	193,000	15,827.05	21,178.16		189,901.64
CASH SUMMARY					
4M Fund Balance at 12/31/23					1,314,028.04
Plus Revenue Received to Date					393,100.09
Minus Claims Approved to Date					(362,898.09)
Minus Claims Presented Current Month					21,178.16
4M Fund Balance		1,386,586.36			1,365,408.20

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

Claims Presented	General Ledger Acct No.	January 2025	Total
			Total
Plymouth Comm Ctr -2025 Mtg Room Rental	54001	1,170.00	1,170.00
State Register - Request interest proposals	53001	82.50	82.50
Stantec			16,683.57
General Engineering	51001	1,649.49	
Project Reviews	51002	9,834.25	
Stream and Outfall Monitoring	58011	399.00	
Education Program	57008	709.00	
TH 252 Area SWA	61000	4,091.83	
Town Law Center			347.55
Legal - General	52001	347.55	
Judie Anderson's Secretarial Service			2,894.54
Administration	53001	2,092.78	
Bookkeeping / Audit Prep	54002	507.75	
Project Review Support	53002		
Meeting Expense - Previous Mo. Meal	54001	139.66	
Education Programs	57008	85.38	
Engineering Support	53004	68.97	
Total Claims			21,178.16

Plymouth Community Center Invoice

Invoice #: 54694
Invoice Date: 12/11/2024
Invoice #: 54694
Household: 3649

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

Plymouth Community Center
 14800 34th Avenue N
 Plymouth MN 55447
 Phone: (763)509-5280

<u>Reservation Date</u>	<u>Receipt</u>	<u>Description</u>	<u>Quantity</u>	<u>Amount</u>
12/12/2024	821357	Aspen Room on 12/12/2024 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing PAYMENT		\$325.00-
12/12/2024	821357	Aspen Room on 12/12/2024 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
01/09/2025	802529	Aspen Room on 01/09/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
02/13/2025	802529	Aspen Room on 02/13/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
03/13/2025	802529	Aspen Room on 03/13/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
04/10/2025*	802529	Aspen Room on 04/10/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
05/08/2025	802529	Aspen Room on 05/08/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
06/12/2025	802529	Aspen Room on 06/12/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
07/10/2025	802529	Aspen Room on 07/10/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
08/14/2025	802529	Aspen Room on 08/14/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
09/11/2025	802529	Aspen Room on 09/11/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
10/09/2025	802529	Aspen Room on 10/09/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
11/13/2025	802529	Aspen Room on 11/13/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00
12/11/2025	804777	Aspen Room on 12/11/2025 at 10:00 am to 3:00 pm at Plymouth Community Center-Event Wing (-)	1	\$325.00

Total Fees \$4,225.00
 Total Taxes \$0.00
 Total Paid \$325.00

Total Due \$3,900.00

Thank you for booking your event at the Plymouth Community Center. Please call 763-509-5218 to make payment over the phone or mail a check to the Plymouth Community Center.

SC - 2,730.
 WM - 1,170.

G0203 001
 DEPT OF ADMIN/PMD
 MINNESOTA'S BOOKSTORE
 50 SHERBURNE AVENUE, SUITE 309
 ST. PAUL MN 55155



Customer No: 7002132
 Payment Terms: Due in 30
 Due Date: January 11, 2025
 Invoice: 00000837623
 Invoice Date: December 12, 2024
 From Date: December 9, 2024 To Date: December 9, 2024
 Purchase Order:
 Page: 1 of 1

Bill To:
 W MISSISSIPPI WATERSHED
 ACCOUNTS PAYABLE
 3235 Fernbrook Ln.
 Plymouth MN 55447

AMOUNT DUE: 82.50

For billing questions, please call 651-201-3204

Original

Line	Identifier	Description	Qty	UOM	Unit Amt	Net Amount
1		State Register Vol. 49 #24 Request for Interest Proposals - Professional Services for Administrative, Legal, and Technical Consulting	5.00	EA	13.50	67.50
2		Affidavit	1.00	EA	15.00	15.00
Subtotal:						<u>82.50</u>
Amount Due:						<u>82.50</u>

Bill To:
 W MISSISSIPPI WATERSHED
 ACCOUNTS PAYABLE
 3235 Fernbrook Ln.
 Plymouth MN 55447

Customer No: 7002132
 Payment Terms: Due in 30
 Due Date: January 11, 2025

Address Change? If yes, Check box. →
 Write correct address on back.

Please Remit To:
 DEPT OF ADMIN/PLANT MANAGEMENT
 MINNESOTA'S BOOKSTORE
 50 SHERBURNE AVENUE
 SUITE 309
 ST. PAUL MN 55155

Amount Due: 82.50

Amount Remitted



INVOICE

Invoice Number	2334314
Invoice Date	January 6, 2025
Purchase Order	—
Customer Number	165866
Project Number	227706622

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	West Mississippi WMC 2024 Engineering Services		
Project Manager	Shoemaker, Todd E	Contract Upset	89,000.00
Current Invoice Total (USD)	11,882.74	Amount Billed to Date	79,873.89
		For Period Ending	December 31, 2024

Top Task	1000	General Engineering
Low Task	1000	General Engineering

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	7.25	133.00	964.25
Avidan, Kaitlyn M	0.75	140.00	105.00
Doerr, Sylvia M	0.75	140.00	105.00
Kemmitt, Kathrine Lee (Katie)	1.00	156.00	156.00
Matthiesen, Edward Armin (Ed)	1.00	231.00	231.00
Subtotal Professional Services	<u>10.75</u>		<u>1,561.25</u>

Disbursements

Direct - Vehicle (mileage)	77.05
Direct - Printing	11.19
Subtotal Disbursements	<u>88.24</u>

Low Task Subtotal	General Engineering	1,649.49
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Top Task Subtotal	General Engineering	1,649.49
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Top Task	2000	Stream & Outfall Monitoring
Low Task	2000	Stream & Outfall Monitoring

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	3.00	133.00	399.00
Subtotal Professional Services	<u>3.00</u>		<u>399.00</u>

Invoice Number	2334314
Invoice Date	January 6, 2025
Purchase Order	
Customer Number	165866
Project Number	227706622

Low Task Subtotal	Stream & Outfall Monitoring	399.00
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Top Task Subtotal	Stream & Outfall Monitoring	399.00
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Top Task	2024	Project Reviews/WCA
Low Task	2024.001	General Project Reviews

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	10.00	133.00	1,330.00
Clapp, Lucas W	8.50	140.00	1,190.00
Setnor, Lisa Marie	0.50	149.00	74.50
Matthiesen, Edward Armin (Ed)	1.25	231.00	288.75
Shoemaker, Todd E	12.50	231.00	2,887.50
Subtotal Professional Services	<u>32.75</u>		<u>5,770.75</u>

Low Task Subtotal	General Project Reviews	5,770.75
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Low Task	2024.002	WCA
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	12.00	196.00	2,352.00
Subtotal Professional Services	<u>12.00</u>		<u>2,352.00</u>

Low Task Subtotal	WCA	2,352.00
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Low Task	2024.005	109th Ave Reconstruction
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	1.75	140.00	245.00
Shoemaker, Todd E	1.50	231.00	346.50
Subtotal Professional Services	<u>3.25</u>		<u>591.50</u>

Low Task Subtotal	109th Ave Reconstruction	591.50
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Low Task	2024.007	WM2024-05 Takeda PV Solar
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	8.00	140.00	1,120.00
Subtotal Professional Services	<u>8.00</u>		<u>1,120.00</u>



INVOICE

Invoice Number	2334314
Invoice Date	January 6, 2025
Purchase Order	--
Customer Number	165866
Project Number	227706622

Low Task Subtotal	WM2024-05 Takeda PV Solar	1,120.00
Top Task Subtotal	Project Reviews/WCA	9,834.25
	Total Fees & Disbursements	11,882.74
	INVOICE TOTAL (USD)	11,882.74

Net Due in 30 Days or in accordance with terms of the contract



INVOICE

Invoice Number 2334312
Invoice Date January 6, 2024
Purchase Order --
Customer Number 165842
Project Number 227706654

Low Task Subtotal **General Project Reviews** 115.50

Low Task 102.011 24-07 Arbor Lakes Active Living

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	3.00	140.00	420.00
Shoemaker, Todd E	0.50	231.00	115.50
Subtotal Professional Services	3.50		535.50

Low Task Subtotal **24-07 Arbor Lakes Active Living** 535.50

Top Task Subtotal **Project Reviews/WCA** 651.00

Top Task 107 TMDL 5-year Reviews

Low Task 107 TMDL 5-year Reviews

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	28.50	133.00	3,790.50
Kemmitt, Kathrine Lee (Katie)	2.00	156.00	312.00
Spector, Diane F	0.50	205.00	102.50
Subtotal Professional Services	31.00		4,205.00

Low Task Subtotal **TMDL 5-year Reviews** 4,205.00

Top Task Subtotal **TMDL 5-year Reviews** 4,205.00

Top Task 109 Education & Outreach

Low Task 109 Education & Outreach

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	5.25	133.00	698.25
Kemmitt, Kathrine Lee (Katie)	1.00	156.00	156.00
Spector, Diane F	2.75	205.00	563.75
Subtotal Professional Services	9.00		1,418.00

SC - 709
 WM - 709

Low Task Subtotal **Education & Outreach** 1,418.00

Top Task Subtotal **Education & Outreach** 1,418.00

Total Fees & Disbursements 9,533.89
INVOICE TOTAL (USD) **9,533.89**



INVOICE

Invoice Number 2334315
Invoice Date January 6, 2025
Purchase Order ~
Customer Number 165866
Project Number 227707394

Bill To

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

Please Remit To

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

Project	TH 252 Area Subwatershed Assessments		
Project Manager	Shoemaker, Todd E	Contract Upset	45,900.00
Current Invoice Total (USD)	4,091.83	Amount Billed to Date For Period Ending	4,091.83 December 31, 2024

Top Task	100	Area 1-BC Evergreen			
Low Task	100.1	Meetings/PM			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Rickard, Ingrid Suzanne	0.75	152.00	114.00
		Johnson, Benjamin R (Ben)	3.50	181.00	633.50
		Shoemaker, Todd E	2.00	231.00	462.00
		Subtotal Professional Services	<u>6.25</u>		<u>1,209.50</u>
Disbursements					
		Usage - Vehicle (Mileage)			16.08
		Subtotal Disbursements			<u>16.08</u>
Low Task Subtotal	Meetings/PM				1,225.58

Low Task	100.2	Data Collection/Modeling			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Johnson, Benjamin R (Ben)	2.00	181.00	362.00
		Johnson, Benjamin R (Ben)	5.00	189.00	945.00
		Shoemaker, Todd E	2.75	231.00	635.25
		Subtotal Professional Services	<u>9.75</u>		<u>1,942.25</u>
Low Task Subtotal	Data Collection/Modeling				1,942.25

Low Task	100.4	Conceptual Design			
<u>Professional Services</u>					



INVOICE

Invoice Number 2334315
Invoice Date January 6, 2025
Purchase Order ~
Customer Number 165866
Project Number 227707394

Category/Employee		Current Hours	Rate	Current Amount
	Shoemaker, Todd E	4.00	231.00	924.00
	Subtotal Professional Services	<u>4.00</u>		<u>924.00</u>
Low Task Subtotal	Conceptual Design			924.00
Top Task Subtotal	Area 1-BC Evergreen			4,091.83
	Total Fees & Disbursements			<u>4,091.83</u>
	INVOICE TOTAL (USD)			4,091.83

Net Due in 30 Days or in accordance with terms of the contract



January 01, 2025

JASS Watershed Administrators
West Mississippi Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

Bill Period: 12-01-2024 - 12-31-2024

Fees	337.50
Expenses	10.05
Total for this Bill	347.55
Previous Balance	0.00
Total Amount to Pay as of 01-01-2025	347.55

Town Law Center PLLP
1250 Wayzata Blvd E
Unit 1065
Wayzata, MN 55391

January 01, 2025

Bill Number: 370

Bill Period: 12-01-2024 - 12-31-2024

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
12-12-2024	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.50	225.00	337.50
Total					337.50

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.50	225.00	337.50
Total			337.50

Expenses

Date	Professional	Description	Amount
12-12-2024	Troy Gilchrist	Mileage to attend meeting	10.05
Total Expenses			10.05

Total for this Bill 347.55

Previous Balance 0.00

Total Amount to Pay as of 01-01-2025 347.55

Outstanding Balance as of 01-01-2025

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
347.55	0.00	0.00	0.00	0.00	0.00	347.55



3235 Fernbrook Lane
Plymouth MN 55447

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

January 3, 2025

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM		SC	WM
Administrative		53001	15.63	75.00	1,172.25	5.29	75.00	396.75		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001	29.17	75.00	1,531.43		75.00	656.33		
Administrative - Convene	50-50	53001		75.00	-		75.00	-		
Admin - offsite	70-30	53001	3.17	80.00	177.52		80.00	76.08		
Office Support	70-30	53001	27.50	75.00	1,443.75		75.00	618.75		
Data Processing/File Mgmt		53001		75.00	-		75.00	-		
Data Processing/File Mgmt	70-30	53001	0.25	75.00	13.13		75.00	5.63		
Archiving		53001		70.00	-		70.00	-		
Admin - Annual Reporting	50-50	53001	9.73	75.00	510.83		75.00	218.93		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Administration Reimbursables		53001	267.29	1.00	267.29	77.32	1.00	77.32	5,170.925	2,092.785
Bookkeeping		54022	9.08	75.00	681.00	5.17	75.00	387.75		
Bookkeeping Subscription		54022	2.00	60.00	120.00	2.00	60.00	120.00		
Audit Prep		54022		75.00	-		75.00	-	801.000	507.750
Meal Expense	70-30	54001	465.53	1.00	325.87		1.00	139.66	325.871	139.659
Project / WCA Reviews - Admin		53002	0.45	75.00	33.75		75.00	-		
Project / WCA Reviews -Reimbursables		53002	6.98	1.00	6.98		1.00	-	40.730	-
Education - Admin	50-50	57008	0.50	75.00	18.75		75.00	18.75		
Education - Admin - virtual	50-50	57008		80.00	-		80.00	-		
Website	50-50	57008	1.75	75.00	65.63		75.00	65.63	85.375	85.375
Renew website domain, zoom	50-50	57008		1.00	-		1.00	-		
Education - Reimbursables	50-50	57007	1.00	1.00	1.00	1.00	1.00	1.00		
Engineering Support - Admin	70-30	53004	3.05	75.00	160.13		75.00	68.63		
Engineering Support - offsite	70-30	53004		80.00	-		80.00	-		
Engineering Support - Reimbursables		53004	0.35	1.00	0.35	0.35	1.00	0.35	160.475	68.975
									6,584.38	2,894.544

WEST MISSISSIPPI WATERSHED MANAGEMENT COMMISSION**PROJECT REVIEW WM2024-05:** Takeda PV Solar

Owner: Joshua Lippert
Company: Takeda Pharmaceuticals
Address: 9450 Winetka Ave N. Brooklyn Park, MN 55445

Engineer: Rex Jeffries
Company: Burns and McDonnell
Address: 8201 Norman Center Drive, Suite 500 Bloomington, MN 55437

Phone: 952-656-6003
Email: rpjeffries@burnsmcd.com

Purpose: Construction of a solar array and associated utility structures.

Location: 9450 Winnetka Ave N, Minneapolis, MN 55445 (Figure 1).

- Exhibits:**
1. Project review application and project review fee of \$2,200, dated 11/7/2024, received 11/11/2024.
 2. Site plan, grading (Figure 2), utility, erosion control, and landscaping plans, by Burns McDonnell, dated 6/3/24, received 11/11/24.
 3. Supplemental Hydrologic Calculations by Burns McDonnell (1 Page), not dated, received 11/11/24.
 4. Solar Panel Calculations, by Burns McDonnell, not dated, received 11/11/24.
 5. Soils Report (178 Pages), by Braun Intertec, dated 6/3/24, received 11/11/24.
 6. Solar Panel Calculator, by Burns McDonnell, not dated, received 12/16/24.
 7. Stormwater Maintenance Agreement, by Takeda Manufacturing, dated 12/13/23, received 12/16/24.
 8. Stormwater Inspection Report, by Takeda Manufacturing, dated 12/10/24, received 12/16/24.
 9. Watershed Responses, by Burns McDonnell, not dated, received 12/16/24.
 10. Watershed Responses Takeda Solar R2, by Burns McDonnell, not dated, received 1/3/25.
 11. HydroCAD Report, by Burns McDonnell, dated 1/6/25, received 1/6/25.
 12. Pre- and Post-Development Drainage Area Plan - Updated, by Burns McDonnell, dated 1/6/25, received 1/6/25.

- Findings:**
1. The proposed project is the construction of a solar field and associated utility structures. The parcel is 35.75 acres with approximately 8.7 acres of existing impervious (24%). The proposed disturbed area is 6.89

WM2024-05: Takeda PV Solar

acres. The project will increase the parcel impervious by 0.6 acres (26%).

2. The complete project application was received on 11/11/2024. To comply with the 60-day review requirement, the Commission must approve or deny this project no later than the 1/9/2025 meeting. Sixty calendar-days expires on 1/10/2025.
3. Commission rules require the site to abstract 1.1 inches of runoff from new- and reconstructed impervious area within 48 hours. The new and reconstructed impervious area on this site is 26,225 ft², requiring infiltration of 2,404 cubic feet within 48 hours. In accordance with MN Stormwater Manual guidance, the applicant has shown solar panels are disconnected impervious and provide a portion of the infiltration credit. The remaining credit is achieved using a infiltration trench. The applicant meets Commission volume control requirements.

Table 1. Proposed volume retention through infiltration (ft³).

Volume Retention Required (ft³)	BMP	Volume Retention Provided (ft³)	1.1-inch Runoff (ft³)	2.5-inch Runoff (ft³)
2,404	Disconnected impervious	1,225	2,404	5,464
	Infiltration trench	1,827	2,404	5,464
	Total	3,052		

4. To comply with the Commission’s water quality treatment requirement, the site must provide treatment so there is no net increase in TP or TSS from pre- to post-development land cover. Meeting the infiltration requirement is considered sufficient to provide a similar level of treatment.

The applicant has met the infiltration requirement; therefore, the applicant meets Commission water quality treatment requirements.

5. Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year, 24-hour, and 100-year, 10-day critical storm event. A majority of the runoff from the site is directed to an infiltration basin on site that discharges to an existing pond on the east side of the property (Table 2). The applicant meets Commission rate control requirements.

Table 2. Runoff from site (cfs).

Drainage Area	2-year event		10-year event		100-year event		100-year 10-day event	
	Pre-	Post-	Pre-	Post-	Pre-	Post-	Pre-	Post-
Eastern Pond	2.18	2.10	3.49	3.47	36.75	35.51	4.73	3.06
Winnetka	1.46	0.43	3.49	0.84	7.85	1.81	0.50	0.10
Southern Pond	0.91	0.80	2.04	1.57	4.88	3.36	0.31	0.19

6. The erosion control plan includes a rock construction entrance, perimeter silt fence/biolog, includes silt fence surrounding the

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infiltration basin, inlet protection, rip rap at inlets, slope checks, native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

7. The National Wetlands Inventory does not identify any wetlands on site. The applicant meets Commission wetland requirements.
8. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements.
9. There is no FEMA-regulated floodplain on this site. The low floor elevations of the buildings are at least two feet higher than the high water elevation of the detention ponds according to Atlas 14 precipitation. The applicant meets Commission floodplain requirements.
10. The site is located in a Drinking Water Management Area, but is outside of the Emergency Response Area. Therefore, infiltration is permitted, but infiltrated water must first filter through 1 foot of soil, the top four inches of which are amended topsoil, and the bottom 8 inches of which are tilled. The applicant proposes to utilize the above soil amendments. The applicant meets Commission drinking water protection requirements.
11. The City and Commission determined the public notification of the project is not required because drainage patterns don't change and off-site runoff rates decrease.
12. A draft Operations & Maintenance (O&M) agreement between the applicant and the City of Brooklyn Park has been provided.
13. A Project Review Fee of \$2,200 has been received.

Recommendation: Recommend approval subject to the following condition:

- 1) Demonstrate by double ring infiltrometer or witness test that the infiltration basin can meet the design infiltration rate of 0.8 inches/hour.

Stantec Inc.
Engineers for the Commission

Todd Shoemaker, P.E.

1/6/2024

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Figure 1. Site location.



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Figure 2. Site grading plan.

