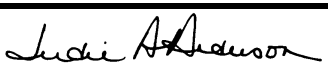


## Shingle Creek Watershed Management Commission Treasurer's Report

	2021 Budget	February	March	%age YTD	2021 YTD
<b>REVENUE</b>					
Application Fees	20,000	2,500.00		18.00	3,600.00
Member Assessments	363,590			100.00	363,590.00
Interest and Dividends	20,000	16.44		0.15	30.19
Education Reimbursement	33,000			-	-
Rain Garden Workshops	6,000			-	-
<i>Transfer to (from) Grants (see following pages)</i>		5,815.89	-		-
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Closed Projects Account</i>					-
<b>TOTAL REVENUE</b>	<b>442,590</b>	<b>8,332.33</b>	<b>-</b>		<b>367,220.19</b>
<b>EXPENSES</b>					
<b>2021 Activity</b>					
<b>ADMINISTRATION</b>					
Administrative Services	71,000	4,225.87	6,026.90	14.44	10,252.77
Engineering Support	17,000	695.45	463.78	6.82	1,159.23
Project Reviews	1,500	256.37	159.96	27.76	416.33
<b>ENGINEERING</b>					
Administration	75,000	6,490.50	6,581.75	17.43	13,072.25
Grant Application Writing	11,000	1,095.00	336.25	13.01	1,431.25
Project Reviews/WCA	44,000	1,781.25	1,564.00	7.60	3,345.25
TMDL 5 Year Reviews	10,000		345.00	3.45	345.00
LEGAL - Legal Services	5,500	241.20	263.90	4.80	263.90
<b>MISCELLANEOUS</b>					
Bookkeeping	7,000	529.75	275.60	11.51	805.35
Audit	6,500			-	-
Insurance & Bonding	3,100			-	-
Meeting Expense	5,000			-	-
<b>PROGRAMS</b>					
Stream Monitoring	36,000	549.75	548.30	3.05	1,098.05
Stream Monitoring (USGS)	4,200			-	-
Lake Monitoring	24,000	145.00		0.60	145.00
Citizen Assisted Lake Monitoring (CAMP)	3,800	225.25	206.00	11.35	431.25
Volunteer Wetland Monitoring (WHEP)	2,000			-	-
Volunteer Stream Monitoring (River Watch)	1,000			-	-
Annual Monitoring Report	16,000	4,440.63	1,535.45	37.35	5,976.08
<b>Water Quality Education</b>					
Education Program	15,000	1,790.93	1,632.39	22.82	3,423.32
Education Grants	500			-	-
WMWA General Programs	20,000	511.17	857.97	6.85	1,369.14
WMWA Implementation/Watershed Prep	24,500			-	-
Rain Garden Workshops	8,000			-	-
Management Plan/Amendments	0				-
Subwatershed BMP Assessment	10,000		1,015.00		1,015.00
<i>Transfer to (from) Grants (see following pages)</i>		1,995.88	4,080.47		6,076.35
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Partnership BMP Retrofits Fund</i>		33,200.00			33,200.00
<i>Transfer to (from) Closed Projects Account</i>					-
<i>To/From Reserves</i>	20,990				
<b>TOTAL OPERATING EXPENSE</b>	<b>442,590</b>	<b>58,174.00</b>	<b>25,892.72</b>		<b>83,825.52</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/20</b>					<b>767,512.27</b>
<b>Plus Revenue Received 2021 to date</b>					<b>381,351.17</b>
<b>Minus Claims Approved to Date</b>					<b>(109,921.52)</b>
<b>Minus Claims Presented Current Month</b>					<b>(25,892.72)</b>
<b>Fund Balance</b>		<b>1,038,941.92</b>			<b>1,013,049.20</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	February	March		Total
Kennedy & Graven					<b>263.90</b>
Legal - General	52001		263.90		
Wenck Associates					<b>17,587.22</b>
General Engineering	51001		6,581.75		
Grant Writing	51005		336.25		
Project Reviews	51002		1,564.00		
CAMP	56002		206.00		
Stream Monitoring	56004		548.30		
Lake Monitoring	56010				
TMDL 5-Year Reviews	56011		345.00		
Education	57008		1,175.00		
Education - WMWA	57009		200.00		
Annual Water Quality Report	58002		1,535.45		
SRP Reduction Grant	70729		1,856.52		
Crystal Lake Management Plan Grant	70732		2,223.95		
Ryan Lake SWA	20906		1,015.00		
Judie Anderson's Secretarial Service					<b>657.97</b>
WMWA General Expense	57009		657.97		
WMWA Educators/WS Prep	57011				
Judie Anderson's Secretarial Service					<b>7,383.63</b>
Administration	53001		6,026.90		
Project Review Support	53002		159.96		
Bookkeeping / Audit Prep	54002		275.60		
Education Programs	57008		457.39		
Engineering Support	53004		463.78		
<b>Total Claims</b>					<b>25,892.72</b>
					
<b>Judie A Anderson, Deputy Treasurer</b>					

	Total Grant	February	March	%age YTD	YTD
<b>GRANTS</b>					
SRP Reduction Project	72,170				
Revenue		1,203.99			-
Expense		893.88	1,856.52		2,750.40
Balance		310.11	(1,856.52)		(2,750.40)
Crystal Lake Management Plan (MPCA)					
Revenue		4,611.90			-
Expense		1,102.00	2,223.95		5,652.55
Balance		3,509.90	(2,223.95)		(5,652.55)
<b>TOTAL GRANTS</b>					
Revenue		5,815.89	-		-
Expense		1,995.88	4,080.47		6,076.35
Balance		3,820.01	(4,080.47)		(6,076.35)
		<b>2020 Activity</b>			

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300

41-1225694

February 22, 2021

Statement No. 159513

Shingle Creek Watershed Management Commission

Judie Anderson

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447

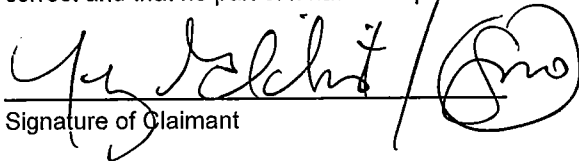
Through January 31, 2021

SH220-00001      General

263.90

**Total Current Billing:** 263.90

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

  
Signature of Claimant

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

Shingle Creek Watershed  
Judie Anderson

January 31, 2021

SH220-00001    General

Through January 31, 2021

For All Legal Services As Follows:

			Hours	Amount
1/6/2021	TJG	Review and respond to email about keeping records electronically; review statutes regarding same	0.30	60.90
1/14/2021	TJG	Prepare for and participate in meeting	1.00	203.00
<b>Total Services:</b>			<b>\$</b>	<b>263.90</b>
<b>Total Services and Disbursements:</b>			<b>\$</b>	<b>263.90</b>

**Invoice**

March 4, 2021  
Invoice No: 12101441



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

Responsive partner.  
Exceptional outcomes.

Project Manager Edward Matthiesen

Project B001240-21-501 2021 General Engineering - Shingle Creek

**Professional Services Through February 28, 2021**

Phase 01 2021 General Engineering  
2021 General Engineering

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Kemmitt, Katie	5.50	115.00	632.50	
Matthiesen, Edward	7.75	205.00	1,588.75	
Omodt, Nicholas	2.25	103.00	231.75	
Shoemaker, Todd	2.75	205.00	563.75	
Spector, Diane	15.25	200.00	3,050.00	
Stone, Alicia	5.00	103.00	515.00	
Totals	38.50		6,581.75	
<b>Total Labor</b>				<b>6,581.75</b>
		<b>Phase Total</b>		<b>\$6,581.75</b>
		<b>Total Invoice Amount</b>		<b>\$6,581.75</b>

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billing Summary</b>	<b>6,581.75</b>	<b>6,490.50</b>	<b>13,072.25</b>

**Invoice**

March 4, 2021  
Invoice No: 12101453



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

Responsive partner.  
Exceptional outcomes.

Project Manager Diane Spector

Project B001240-21-507 2021 Grant Writing - Shingle Creek

**Professional Services Through February 28, 2021**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Kemmitt, Katie	.75	115.00	86.25	
Spector, Diane	1.25	200.00	250.00	
Totals	2.00		336.25	
<b>Total Labor</b>				<b>336.25</b>
				<b>Total Invoice Amount \$336.25</b>

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billing Summary</b>	<b>336.25</b>	<b>1,095.00</b>	<b>1,431.25</b>

**Invoice**

March 4, 2021  
Invoice No: 12101442



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

Responsive partner.  
Exceptional outcomes.

Project Manager Edward Matthiesen

Project B001240-21-502 2021 Project Reviews - Shingle Creek

**Professional Services Through February 28, 2021**

Phase 01 General Project Reviews  
General Project Reviews

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Matthiesen, Edward	2.00	205.00	410.00	
Totals	2.00		410.00	
<b>Total Labor</b>				<b>410.00</b>
				<b>Phase Total \$410.00</b>

Phase 02 WCA  
WCA

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Dietrich, Meaghan	.25	141.00	35.25	
Totals	.25		35.25	
<b>Total Labor</b>				<b>35.25</b>
				<b>Phase Total \$35.25</b>

Phase 04 Brooklyn Park – Osseo Interceptor  
Brooklyn Park – Osseo Interceptor

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Kemmitt, Katie	.75	115.00	86.25	
Matthiesen, Edward	.50	205.00	102.50	
Totals	1.25		188.75	
<b>Total Labor</b>				<b>188.75</b>
				<b>Phase Total \$188.75</b>

Phase 05 Avery Park  
Avery Park

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Kemmitt, Katie	6.75	115.00	776.25	
Matthiesen, Edward	.75	205.00	153.75	
Totals	7.50		930.00	
<b>Total Labor</b>				<b>930.00</b>

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	B001240-21-502	2021 Project Reviews - Shingle Creek	Invoice	12101442
---------	----------------	--------------------------------------	---------	----------

---

<b>Phase Total</b>	<b>\$930.00</b>
--------------------	-----------------

<b>Total Invoice Amount</b>	<b>\$1,564.00</b>
-----------------------------	-------------------

<b>Billing Summary</b>	<b>Current</b>	<b>Prior</b>	<b>Total</b>
	<b>1,564.00</b>	<b>1,781.25</b>	<b>3,345.25</b>



**Invoice**

March 4, 2021  
Invoice No: 12101444



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

Responsive partner.  
Exceptional outcomes.

Project Manager      Katie Kemmitt

Project      B001240-21-505      2021 CAMP

**Professional Services Through February 28, 2021**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Stone, Alicia	2.00	103.00	206.00	
Totals	2.00		206.00	
<b>Total Labor</b>				<b>206.00</b>
		<b>Total Invoice Amount</b>		<b>\$206.00</b>

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billing Summary</b>	<b>206.00</b>	<b>225.25</b>	<b>431.25</b>

**Invoice**

March 4, 2021  
Invoice No: 12101447



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

Responsive partner.  
Exceptional outcomes.

Project Manager Katie Kemmitt

Project B001240-21-508 2021 Stream Monitoring

**Professional Services Through February 28, 2021**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Kemmitt, Katie	1.50	115.00	172.50	
Stone, Alicia	3.00	103.00	309.00	
Totals	4.50		481.50	
<b>Total Labor</b>				<b>481.50</b>

**Reimbursable Expenses**

Mileage - Reimbursable			16.80	
<b>Total Reimbursables</b>			<b>16.80</b>	<b>16.80</b>

**Unit Billing**

01-Data Sonde - YSI EXO				<b>50.00</b>
-------------------------	--	--	--	--------------

**Total Invoice Amount \$548.30**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billing Summary</b>	<b>548.30</b>	<b>549.75</b>	<b>1,098.05</b>

**Invoice**

March 4, 2021  
Invoice No: 12101448



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

Responsive partner.  
Exceptional outcomes.

Project Manager Diane Spector

Project B001240-21-510 2021 TMDL 5 Year Reviews

**Professional Services Through February 28, 2021**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Spector, Diane	1.50	200.00	300.00	
Walden, Brittany	.50	90.00	45.00	
Totals	2.00		345.00	
<b>Total Labor</b>				<b>345.00</b>
				<b>Total Invoice Amount</b>
				<b>\$345.00</b>

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billing Summary</b>	<b>345.00</b>	<b>0.00</b>	<b>345.00</b>

**Invoice**



March 4, 2021  
Invoice No: 12101445

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

Responsive partner.  
Exceptional outcomes.

Project Manager Diane Spector

Project B001240-21-506 2021 Education and Outreach  
Professional Services Through February 28, 2021

Phase 01 General Education  
General Education

**Professional Personnel**

	Hours	Rate	Amount	
Spector, Diane	11.75	200.00	2,350.00	
Totals	11.75		2,350.00	
<b>Total Labor</b>				<b>2,350.00</b>
		<b>Phase Total</b>		<b>\$2,350.00</b>

Phase 02 WMWA  
WMWA

**Professional Personnel**

	Hours	Rate	Amount	
Spector, Diane	1.00	200.00	200.00	
Totals	1.00		200.00	
<b>Total Labor</b>				<b>200.00</b>
		<b>Phase Total</b>		<b>\$200.00</b>

**Total Invoice Amount \$2,550.00**

<b>Billing Summary</b>	<b>Current</b>	<b>Prior</b>	<b>Total</b>
	2,550.00	3,545.00	6,095.00

SC Education - 1,175.00  
 WmWA - 200.00  
 -----  
 1,375.00

Wm Education - 1,175.00

**Invoice**

March 4, 2021  
Invoice No: 12101440



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

Responsive partner.  
Exceptional outcomes.

Project Manager Diane Spector

Project B001240-21-500 2021 Annual WQ Report

**Professional Services Through February 28, 2021**

**Professional Personnel**

	Hours	Rate	Amount
Kemmitt, Katie	2.75	115.00	316.25
Omodt, Nicholas	2.75	103.00	283.25
Stone, Alicia	10.00	103.00	1,030.00
Wilkinson, Anne	4.00	141.00	564.00
Totals	19.50		2,193.50
<b>Total Labor</b>			<b>2,193.50</b>

**Total Invoice Amount \$2,193.50**

Billing Summary	Current	Prior	Total
	2,193.50	6,343.75	8,537.25

SC - 1,535.45  
WM - 658.05

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**

March 4, 2021  
Invoice No: 12101438



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

Responsive partner.  
Exceptional outcomes.

Project Manager Diane Spector

Project B001240-19-212 Shingle Creek SRP Reduction Project

**Professional Services Through February 28, 2021**

Phase 06 Semiannual/Annual Reports  
Semiannual/Annual Reports

**Professional Personnel**

	Hours	Rate	Amount
Project Manager			
Spector, Diane	13.50	137.52	1,856.52
Totals	13.50		1,856.52
<b>Total Labor</b>			<b>1,856.52</b>
		<b>Phase Total</b>	<b>\$1,856.52</b>
		<b>Total Invoice Amount</b>	<b>\$1,856.52</b>

	Current	Prior	Total
<b>Billing Summary</b>	<b>1,856.52</b>	<b>119,035.83</b>	<b>120,892.35</b>

# Billing Backup

Thursday, March 4, 2021

WAI - Wenck Associates, Inc.

Invoice 12101438 Dated 3/4/2021

2:53:18 PM

Project	B001240-19-212	Shingle Creek SRP Reduction Project		
---------	----------------	-------------------------------------	--	--

Phase	06	Semiannual/Annual Reports		
-------	----	---------------------------	--	--

Semiannual/Annual Reports

**Professional Personnel**

			Hours	Rate	Amount	
Project Manager						
219	951 - Spector, Diane	2/10/2021	1.25	137.52	171.90	
	final report					
219	951 - Spector, Diane	2/11/2021	.75	137.52	103.14	
	final report					
219	951 - Spector, Diane	2/16/2021	2.00	137.52	275.04	
	final report					
219	951 - Spector, Diane	2/17/2021	4.00	137.52	550.08	
	final report					
219	951 - Spector, Diane	2/22/2021	3.50	137.52	481.32	
	work on final report					
219	951 - Spector, Diane	2/24/2021	2.00	137.52	275.04	
	work on final report					
	Totals		13.50		1,856.52	
	<b>Total Labor</b>					<b>1,856.52</b>
				<b>Phase Total</b>		<b>\$1,856.52</b>
				<b>Project Total</b>		<b>\$1,856.52</b>
				<b>Total this Report</b>		<b>\$1,856.52</b>

**Invoice**



March 4, 2021  
Invoice No: 12101439

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

Responsive partner.  
Exceptional outcomes.

Project Manager Diane Spector

Project B001240-20-216 Crystal Lake Management Plan

**Professional Services Through February 28, 2021**

Phase 01A Dosing  
Dosing

**Professional Personnel**

	Hours	Rate	Amount	
Kemmitt, Katie	8.00	110.00	880.00	
Spector, Diane	1.00	200.00	200.00	
Stone, Alicia	2.75	99.00	272.25	
Totals	11.75		1,352.25	
<b>Total Labor</b>				<b>1,352.25</b>

**Unit Billing**

00-WAI Vehicle Golden Valley 10.50

**Phase Total \$1,362.75**

Phase 01B Alum Application  
Alum Application

**Professional Personnel**

	Hours	Rate	Amount	
Matthiesen, Edward	.75	200.00	150.00	
Strom, Jeffrey	.75	170.00	127.50	
Wilkinson, Anne	.50	135.00	67.50	
Totals	2.00		345.00	
<b>Total Labor</b>				<b>345.00</b>

**Reimbursable Expenses**

Mileage - Reimbursable	7.28			
Postage/Shipping-Reimbursable	11.42			
<b>Total Reimbursables</b>			<b>18.70</b>	<b>18.70</b>

**Phase Total \$363.70**

Phase 02B Carp Removal  
Carp Removal

**Professional Personnel**

	Hours	Rate	Amount	
Omodt, Nicholas	2.50	99.00	247.50	
Spector, Diane	1.25	200.00	250.00	
Totals	3.75		497.50	
<b>Total Labor</b>				<b>497.50</b>

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	B001240-20-216	Crystal Lake Management Plan	Invoice	12101439
---------	----------------	------------------------------	---------	----------

---

<b>Phase Total</b>	<b>\$497.50</b>
--------------------	-----------------

<b>Total Invoice Amount</b>	<b>\$2,223.95</b>
-----------------------------	-------------------

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billing Summary</b>	<b>2,223.95</b>	<b>36,885.70</b>	<b>39,109.65</b>

**Invoice**

March 4, 2021  
Invoice No: 12101443



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

Responsive partner.  
Exceptional outcomes.

Project Manager      Todd Shoemaker

Project      B001240-21-503      Ryan Lake Subwatershed Assessment

**Professional Services Through February 28, 2021**

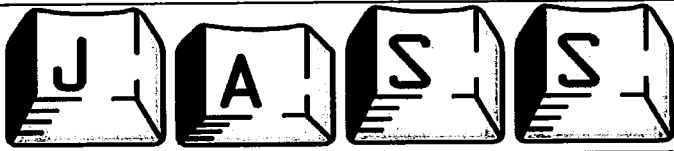
Phase      01      Project Coordination

Project Coordination

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Matthiesen, Edward	1.00	205.00	205.00
Megow, Erik	1.50	165.00	247.50
Mullen, Ross	.75	165.00	123.75
Shoemaker, Todd	1.50	205.00	307.50
Walden, Brittany	.50	90.00	45.00
Weis, Rena	.75	115.00	86.25
Totals	6.00		1,015.00
<b>Total Labor</b>			<b>1,015.00</b>
		<b>Phase Total</b>	<b>\$1,015.00</b>
		<b>Total Invoice Amount</b>	<b>\$1,015.00</b>

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billing Summary</b>	<b>1,015.00</b>	<b>0.00</b>	<b>1,015.00</b>



Your Virtual Administrator

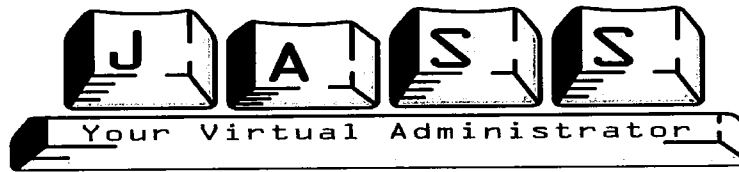
3235 Fernbrook Lane Plymouth MN  
55447

Shingle Creek Watershed Management Commission  
3235 Fernbrook Lane  
Plymouth MN 55447

8-Mar-21

Re: 2021 WMWA General Expense and Watershed PREP

Description	Rate	Hours/ No.	Amount	Total
<b>General Expense</b>				
Secretarial	60.00	4.35	261.00	
Administrative	65.00	4.11	267.15	
Administrative - website, Facebook, Twitter	65.00		-	
Offsite, WMWA meetings, Blue Thumb, Watershed Partners, Home Expo, Henn County, city events	70.00	1.83	128.10	
Website hosting, domain registration two year	1.00		-	
Reimbursables	1.00	1.72	1.72	
<b>Total General Expense</b>				<b>657.97</b>
<b>Watershed PREP</b>				
Secretarial	60.00		-	
Administrative	65.00		-	
Offsite	70.00		-	
Reimbursables	1.00		-	
<b>Total Watershed PREP</b>				<b>-</b>
<b>Total this invoice</b>				<b>657.97</b>
<b>Partner Share</b>				<b>164.49</b>



3235 Fernbrook Lane  
Plymouth MN 55447

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


March 8, 2021

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	0.435	60.00	26.10	0.435	60.00	26.10		
Administrative	70-30	53001	0.90	60.00	37.80		60.00	16.20		
Administrative	70-30	53001	45.05	65.00	2,049.78		65.00	878.48		
Administrative		53001	2.71	65.00	176.15	1.56	65.00	101.40		
Annual Reporting		53001		65.00	-	10.55	65.00	685.75		
Admin - Offsite		53001		70.00	-		70.00	-		
Admin - virtual meeting	70-30	53001	3.40	70.00	166.60		70.00	71.40		
Office Support	70-30	53001	12.00	200.00	1,680.00		200.00	720.00		
Admin Reimbursables		53001	1,890.48	1.00	1,890.48	323.16	1.00	323.16	6,026.905	2,822.485
Bookkeeping		54022	4.24	65.00	275.60	0.75	65.00	48.75		
Audit Prep		54022		60.00	-		60.00	-		
Audit Prep		54022		65.00	-		65.00	-	275.600	48.750
Project / WCA Reviews - Admin		53002	1.33	65.00	86.45	1.45	65.00	94.25		
Project Reviews - File Mgmt		53002		55.00	-		55.00	-		
Reimbursable Expenses		53002	73.51	1.00	73.51	98.24	1.00	98.24	159.960	192.490
Education - Admin	50-50	57008	6.43	65.00	208.98		65.00	208.98		
Education - Admin - virtual	50-50	57008	0.75	70.00	26.25		70.00	26.25		
Education - NPDES	50-50	57008	3.97	65.00	129.03		65.00	129.03		
Website	50-50	57008		60.00	-		55.00	-		
Website	50-50	57008	1.33	65.00	43.23		60.00	43.23		
Education Reimbursables	50-50	57008	49.91	1.00	49.91	49.91	1.00	49.91	457.385	457.385
Engineering Support - Admin		53004		55.00	-		55.00	-		
Engineering Support - Admin		53004		65.00	-		65.00	-		
Engineering Support - Offsite		53004		70.00	-		70.00	-		
Engineering Support - Secre	70-30	53004	0.17	60.00	7.14		60.00	3.06		
Engineering Support - Admin	70-30	53004	6.61	65.00	300.76		60.00	128.90		
Engineering Support - virtual	70-30	53004	2.48	70.00	121.52		70.00	52.08		
Engineering Support Reimbursable	70-30	53004	34.37	1.00	34.37	14.73	1.00	14.73	463.785	198.765
					7,383.64		3,719.88	7,383.635	3,719.875	

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

	2021 Budget	February	March	%age YTD	2021 YTD
<b>REVENUE</b>					
Application Fees	18,000	5,200.00		28.89	5,200.00
Member Assessments	153,600			100.00	153,600.00
Interest & Dividend Income	7,000	11.53		0.32	22.40
Miscellaneous Income					-
<i>Transfer to (from) CIPs (see CIP Tracker page)</i>					-
<i>To (From) Reserve</i>					-
<b>TOTAL REVENUE</b>	<b>178,600</b>	<b>5,211.53</b>	-		<b>158,822.40</b>
<b>EXPENSES</b>					
		<b>2020 Activity</b>			
<b>ADMINISTRATION</b>					
Administrative Services	30,000	2,086.54	2,822.48	16.36	4,909.02
Engineering Support	5,000	240.11	198.77	8.78	438.88
Project Reviews	1,500	76.99	192.49	17.97	269.48
<b>ENGINEERING</b>					
Administration	31,500	2,311.25	1,860.00	13.24	4,171.25
Grant Application Writing	1,000			0.00	-
Project Review	30,000	1,143.75	2,075.00	10.73	3,218.75
<b>LEGAL</b>					
Legal Services	4,000	241.20	203.00	5.08	203.00
<b>MISCELLANEOUS</b>					
Bookkeeping	3,000	294.45	48.75	11.44	343.20
Audit	5,500			0.00	-
Insurance & Bonding	2,800			0.00	-
Meeting Expense	2,700			0.00	-
<b>PROJECTS</b>					
Volunteer Wetland Monitoring (WHEP)	2,000			0.00	-
Macroinvertebrate Monitoring (River Watch)	0				-
Outfall and Stream Monitoring	22,600	95.00		0.42	95.00
Annual Water Quality Report	8,000	1,903.12	658.05	32.01	2,561.17
<b>Water Quality Education</b>					
Education	15,000	1,790.93	1,632.39	22.82	3,423.32
Education Grants	500			0.00	-
WMWA General Programs	5,000			0.00	-
WMWA Implementation/Watershed Prep	6,500			0.00	-
Rain Garden Workshops	2,000			0.00	-
Management Plan/Amendments	0				-
<i>Transfer to (from)CIPs</i>					-
<i>To (from) Reserves</i>					-
<b>TOTAL OPERATING EXPENSE</b>	<b>178,600</b>	<b>10,183.34</b>	<b>9,690.93</b>		<b>19,633.07</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/20</b>					<b>602,468.51</b>
<b>Plus Revenue Received to Date</b>					<b>159,150.01</b>
<b>Minus Claims Approved to Date</b>					<b>(35,578.75)</b>
<b>Minus Claims Presented Current Month</b>					<b>9,690.93</b>
<b>Fund Balance</b>		745,421.63			<b>735,730.70</b>

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

Claims Presented	General Ledger Acct No	February	March		
					<b>Total</b>
Kennedy & Graven					<b>203.00</b>
Legal - General	52001		203.00		
Wenck Associates					<b>5,768.05</b>
General Engineering	51001		1,860.00		
Project Reviews	51002		2,075.00		
Grant Applica/Research	51005				
Education Program	57008		1,175.00		
Water Monitoring Program	58011				
Annual Water Quality Report	58002		658.05		
Judie Anderson's Secretarial Service					<b>3,719.88</b>
Administration	53001		2,822.48		
Bookkeeping / Audit Prep	54002		48.75		
Project and WCA Review Support	53002		192.49		
Education Programs	57008		457.39		
Engineering Support	53004		198.77		
<b>Total Claims</b>					<b>9,690.93</b>
_____					
					
Judie A Anderson, Deputy Treasurer					
_____					
_____					

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300

41-1225694

February 22, 2021

Statement No. 159524

West Mississippi Watershed Management Commission

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447

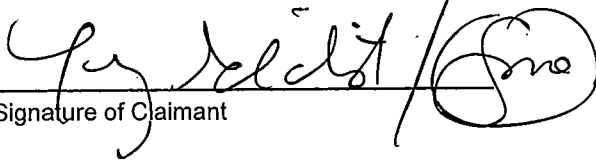
Through January 31, 2021

WE405-00001    General

203.00

**Total Current Billing:** 203.00

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

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

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

West Mississippi Watershed

January 31, 2021

WE405-00001 General

Through January 31, 2021

For All Legal Services As Follows:

			Hours	Amount
1/14/2021	TJG	Prepare for and participate in meeting	1.00	203.00
			<b>Total Services:</b>	<b>\$ 203.00</b>
			<b>Total Services and Disbursements:</b>	<b>\$ 203.00</b>



**Invoice**

March 4, 2021  
Invoice No: 12101433



Ms. Judie Anderson  
West Mississippi Watershed Management Commission  
3235 Fernbrook Lane  
Plymouth, MN 55447

Responsive partner.  
Exceptional outcomes.

Project Manager Edward Matthiesen

Project B001241-21-500 2021 General Engineering - West Mississippi

**Professional Services Through February 28, 2021**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Kemmitt, Katie	1.75	115.00	201.25	
Matthiesen, Edward	1.75	205.00	358.75	
Spector, Diane	6.50	200.00	1,300.00	
Totals	10.00		1,860.00	
<b>Total Labor</b>				<b>1,860.00</b>
		<b>Total Invoice Amount</b>		<b>\$1,860.00</b>

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
<b>Billing Summary</b>	<b>1,860.00</b>	<b>2,311.25</b>	<b>4,171.25</b>

**Invoice**

March 4, 2021  
Invoice No: 12101436



Ms. Judie Anderson  
West Mississippi Watershed Management Commission  
3235 Fernbrook Lane  
Plymouth, MN 55447

Responsive partner.  
Exceptional outcomes.

Project Manager Edward Matthiesen

Project B001241-21-501 2021 Project Reviews - West Mississippi

**Professional Services Through February 28, 2021**

Phase 01 General Project Reviews

General Project Reviews

**Professional Personnel**

	Hours	Rate	Amount
Matthiesen, Edward	1.00	205.00	205.00
Spector, Diane	.25	200.00	50.00
Totals	1.25		255.00

**Total Labor**

**255.00**

**Phase Total**

**\$255.00**

Phase 03 Highview 610

Highview 610

**Professional Personnel**

	Hours	Rate	Amount
Kemmitt, Katie	4.25	115.00	488.75
Matthiesen, Edward	.50	205.00	102.50
Totals	4.75		591.25

**Total Labor**

**591.25**

**Phase Total**

**\$591.25**

Phase 04 Northpark Building V & VI

Northpark Building V & VI

**Professional Personnel**

	Hours	Rate	Amount
Kemmitt, Katie	6.75	115.00	776.25
Matthiesen, Edward	1.00	205.00	205.00
Megow, Erik	1.50	165.00	247.50
Totals	9.25		1,228.75

**Total Labor**

**1,228.75**

**Phase Total**

**\$1,228.75**

**Total Invoice Amount**

**\$2,075.00**

	Current	Prior	Total
<b>Billing Summary</b>	<b>2,075.00</b>	<b>1,143.75</b>	<b>3,218.75</b>

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**

March 4, 2021  
Invoice No: 12101440



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

Responsive partner.  
Exceptional outcomes.

Project Manager Diane Spector

Project B001240-21-500 2021 Annual WQ Report

**Professional Services Through February 28, 2021**

**Professional Personnel**

	Hours	Rate	Amount	
Kemmitt, Katie	2.75	115.00	316.25	
Omodt, Nicholas	2.75	103.00	283.25	
Stone, Alicia	10.00	103.00	1,030.00	
Wilkinson, Anne	4.00	141.00	564.00	
Totals	19.50		2,193.50	
<b>Total Labor</b>				<b>2,193.50</b>
				<b>Total Invoice Amount</b>
				<b>\$2,193.50</b>

	Current	Prior	Total
<b>Billing Summary</b>	<b>2,193.50</b>	<b>6,343.75</b>	<b>8,537.25</b>

SC - 1,535.45  
WM - 658.05

**Invoice**

March 4, 2021  
Invoice No: 12101445



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

Responsive partner.  
Exceptional outcomes.

Project Manager Diane Spector

Project B001240-21-506 2021 Education and Outreach

**Professional Services Through February 28, 2021**

Phase 01 General Education

General Education

**Professional Personnel**

	Hours	Rate	Amount	
Spector, Diane	11.75	200.00	2,350.00	
Totals	11.75		2,350.00	
<b>Total Labor</b>				<b>2,350.00</b>
		<b>Phase Total</b>		<b>\$2,350.00</b>

Phase 02 WMWA  
WMWA

**Professional Personnel**

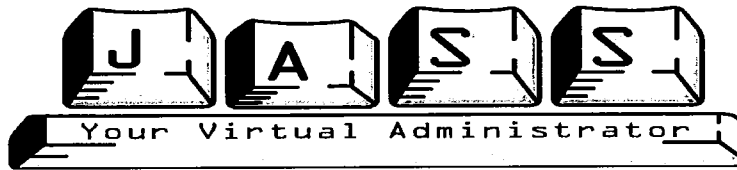
	Hours	Rate	Amount	
Spector, Diane	1.00	200.00	200.00	
Totals	1.00		200.00	
<b>Total Labor</b>				<b>200.00</b>
		<b>Phase Total</b>		<b>\$200.00</b>

**Total Invoice Amount \$2,550.00**

Billing Summary	Current	Prior	Total
	2,550.00	3,545.00	6,095.00

SC Education - 1,175.00  
 WmWA - 200.00  
 -----  
 1,375.00

Wm Education - 1,175.00



3235 Fernbrook Lane  
Plymouth MN 55447

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

March 8, 2021

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM	SC	WM	
Administrative		53001	0.435	60.00	26.10	0.435	60.00	26.10		
Administrative	70-30	53001	0.90	60.00	37.80		60.00	16.20		
Administrative	70-30	53001	45.05	65.00	2,049.78		65.00	878.48		
Administrative		53001	2.71	65.00	176.15	1.56	65.00	101.40		
Annual Reporting		53001		65.00	-	10.55	65.00	685.75		
Admin - Offsite		53001		70.00	-		70.00	-		
Admin - virtual meeting	70-30	53001	3.40	70.00	166.60		70.00	71.40		
Office Support	70-30	53001	12.00	200.00	1,680.00		200.00	720.00		
Admin Reimbursables		53001	1,890.48	1.00	1,890.48	323.16	1.00	323.16	6,026.905	2,822.485
Bookkeeping		54022	4.24	65.00	275.60	0.75	65.00	48.75		
Audit Prep		54022		60.00	-		60.00	-		
Audit Prep		54022		65.00	-		65.00	-	275.600	48.750
Project / WCA Reviews - Admin		53002	1.33	65.00	86.45	1.45	65.00	94.25		
Project Reviews - File Mgmt		53002		55.00	-		55.00	-		
Reimbursable Expenses		53002	73.51	1.00	73.51	98.24	1.00	98.24	159.960	192.490
Education - Admin	50-50	57008	6.43	65.00	208.98		65.00	208.98		
Education - Admin - virtual	50-50	57008	0.75	70.00	26.25		70.00	26.25		
Education - NPDES	50-50	57008	3.97	65.00	129.03		65.00	129.03		
Website	50-50	57008		60.00	-		55.00	-		
Website	50-50	57008	1.33	65.00	43.23		60.00	43.23		
Education Reimbursables	50-50	57008	49.91	1.00	49.91	49.91	1.00	49.91	457.385	457.385
Engineering Support - Admin		53004		55.00	-		55.00	-		
Engineering Support - Admin		53004		65.00	-		65.00	-		
Engineering Support - Offsite		53004		70.00	-		70.00	-		
Engineering Support - Secre	70-30	53004	0.17	60.00	7.14		60.00	3.06		
Engineering Support - Admin	70-30	53004	6.61	65.00	300.76		60.00	128.90		
Engineering Support - virtual	70-30	53004	2.48	70.00	121.52		70.00	52.08		
Engineering Support Reimbursable:	70-30	53004	34.37	1.00	34.37	14.73	1.00	14.73	463.785	198.765
					7,383.64		3,719.88	7,383.635	3,719.875	

**To:** Shingle Creek/West Mississippi WMO Commissioners  
**From:** Ed Matthiesen, P.E.  
Diane Spector  
**Date:** March 10, 2021  
**Subject:** Education and Outreach Update

**Recommended  
Commission  
Action**

For information.

The West Metro Water Alliance (WMWA) met on March 9, with the primary topic of discussion being education and outreach items in the new NPDES General Permit. A working group of city representatives had previously gone through the permit to list all the education and outreach requirements and identify which could be completed with the help of WMWA.

A WMWA subgroup has been formed for each of the following areas. Members will focus on refining proposed deliverables and estimating resources (e.g., design assistance, fabrication, printing) necessary as well as a plan for disseminating the materials. At the next WMWA meeting these will be combined into a proposal to complete the work using the WMWA Special Projects budget, which had a balance of \$10,700 at the end of 2020.

The agreement between the four WMOs in WMWA requires that Special Projects be approved by the four WMOPs before expenditures can be made. We expect that this proposal will be submitted to the Commissions for consideration at their May meetings. Our goal is to have all the work below completed by the end of 2021.

**Chloride.** Reduction in chloride use is a priority in the latest NPDES permit. Three of the four WMOs also have at least one chloride stream impairment. Potential WMWA work could include:

- Commercial – Multi Family – Institutional Property Maintenance Guide
  - o Update the guide that already exists
  - o Coordinate with the HCCI project that is developing Winter Maintenance Chloride Management Plan templates for private applicators and property managers
- Residential brochure
- Residential 1-page handout / rack card
- Sample Ordinance?
  - o <https://www.pca.state.mn.us/water/statewide-chloride-resources>

**Pet Waste.** This is an area also called out in the permit for specific actions, including education and outreach. Potential WMWA work could include:

- Standardized educational signage to put at dog parks
- 1-page handout or brochure for distribution at events and at dog parks

- Signage near pet waste bag distribution areas in parks & other publicly owned properties?
- Sample Ordinance?

**Training and Materials Library.** WMWA's website will become a depository for both education/outreach and training materials. Cities, WMOs, agencies and other interested parties may submit material to the website administrator. The intent is there will be a library of educational materials, newsletter articles, social media content, photos, video etc. that cities can draw on to meet their education and training needs. This will provide an opportunity, for example, for cities to rotate training videos so employees don't watch the same one every year. The subgroup will also identify gaps where a professional writer or photographer may be hired to prepare additional content.

**Education and Outreach Plan.** Each MS4 is required to develop and maintain an Education and Outreach Plan. One subgroup will revise the WMWA Education and Outreach Plan with an activity that specifically relates to the NPDES General Permit and how WMWA undertakings at a regional level dovetail with locally-focused undertakings at the city level. This will clarify that city actions supplemented by WMWA actions will meet the NPDES education and outreach requirements.

The next WMWA meeting will be held virtually on April 13, 2021. Subgroups identified above will be meeting in the interim.

Below is a website that provides an update to our community on the Canadian Pacific Train Derailment that occurred on Sunday March 7<sup>th</sup>, 2021.

<https://www.plymouthmn.gov/Home/Components/News/News/7197/2158>

Thanks,

**Ben Scharenbroich | Water Resources Supervisor**  
**City of Plymouth**

3400 Plymouth Boulevard  
Plymouth, MN 55447

Office: 763.509.5527 - Mobile: 763.238.7241 - Fax: 763.509.5510

[www.plymouthmn.gov](http://www.plymouthmn.gov)

\*\*\*\*\*

*Also see following pages for more information.*



## Train derailment cleanup activities and noise expected to continue through the summer

The City of Plymouth has received questions from residents about train horns, road closures and the expected timeline for cleanup of the Canadian Pacific train derailment site, near Northwest Boulevard/Pineview Lane, north of Schmidt Lake Road in Plymouth.

Due to the size and scope of the derailed train cars and equipment at the site, cleanup is expected to extend into the summer and cause ongoing disruption and noise for surrounding neighbors.

### **PINEVIEW LANE CLOSURE, CONSTRUCTION ACTIVITY**

For the safety of all, Pineview Lane will remain closed north and south of the tracks, as CP crews are operating heavy machinery to clean up the site. Residents who live in the area will have access to their homes, but the road will remain closed to through traffic near the tracks.

CP crews will begin constructing a temporary road that extends from Pineview Lane along the north side of the tracks to the derailment site beginning Wednesday, March 10. The temporary road provides for removal of the derailed train cars, while allowing CP to safely utilize the rebuilt tracks and continue normal operations.

City of Plymouth Engineering staff is closely monitoring the scene and working with CP to help facilitate safe traffic control measures and road construction activities in the area.

Once the derailed train cars are removed from the site, CP will deconstruct the temporary road and perform site restoration – including repaving affected streets and working with the Minnesota Department of Natural Resources to restore the wetland areas near the tracks.

### **AIR QUALITY, WATER AND SOIL SAFETY**

CP crews are monitoring air, water and soil quality at the site 24/7 to ensure safe operations under the guidance of the Minnesota Pollution Control Agency. This includes:

- More than four stationary air quality monitoring stations posted between the derailment site, a nearby church and neighboring homes
- Two contractors walking the site 24/7 to monitor air quality
- Crews checking each car twice daily and monitoring all values to ensure nothing has changed and no leaks have been detected
- Ongoing soil and water testing

Contents of the train cars, including the cars carrying molten sulfur, have cooled and solidified and no leaks have been discovered. In the event that there are any issues, the public will be notified immediately.

### **NOISE FROM CONSTRUCTION AND TRAIN HORNS**

Residents should expect to continue hearing a significant amount of noise from construction activities and frequent train horn sounds throughout the spring and summer.

For the safety of all crews working to clean up the derailment site, train engineers are required to frequently sound the train horns when entering the area on the rebuilt tracks. While Plymouth is deemed a “quiet zone” under normal operations – this situation is not normal.



Under federal law, the City of Plymouth has no authority to regulate Canadian Pacific.

**THANK YOU, MORE INFORMATION**

The City of Plymouth and CP thank residents for their ongoing patience this spring and summer.

Additional updates, including a traffic map for the affected area, will be posted on the website and/or city social media platforms as they become available.

Residents with questions about CP activities may email [community\\_connect@cpr.ca](mailto:community_connect@cpr.ca).

For questions or concerns about traffic management near the site, call Plymouth Public Works Director Michael Thompson at 763-509-5501.