

## Shingle Creek Watershed Management Commission Treasurer's Report

	2023 Budget	February	March	%age YTD	2023 YTD
<b>REVENUE</b>					
Application Fees	15,000			-	-
Member Assessments	370,000			100.00	370,000.00
Interest and Dividends	250	11,737.08		9,137.28	22,843.21
Education Reimbursement	33,000			-	-
Miscellaneous Income					-
<i>Transfer to (from) Grants (see following pages)</i>		69,748.61	-		30,000.00
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Closed Projects Account</i>					-
<b>TOTAL REVENUE</b>	<b>418,250</b>	<b>81,485.69</b>	<b>-</b>		<b>422,843.21</b>
<b>EXPENSES</b>					
<b>2022 Activity</b>					
<b>ADMINISTRATION</b>					
Administrative Services	70,000	4,509.29	5,547.51	14.37	10,056.80
Engineering Support	15,000	814.20	432.48	8.31	1,246.68
Project Reviews	1,500	0.12	0.62	0.05	0.74
<b>ENGINEERING</b>					
Administration	77,000	3,903.45	15,915.68	25.74	19,819.13
Grant Application Writing	11,000	1,355.00	1,657.50	27.39	3,012.50
Project Reviews/WCA	30,000	2,968.44	3,528.00	21.65	6,496.44
TMDL 5 Year Reviews	5,000	1,241.50	1,803.75	60.91	3,045.25
LEGAL - Legal Services	6,000	400.90	547.33	9.12	547.33
Blue Line Extension		102.50			-
<b>MISCELLANEOUS</b>					
Bookkeeping	8,000	906.75	956.25	23.29	1,863.00
Audit	7,500			-	-
Insurance & Bonding	3,200			-	-
Meeting Expense 2023	5,000	311.39	300.44	53.64	2,681.83
<b>PROGRAMS</b>					
Stream Monitoring	34,000	1,521.51	1,182.56	7.95	2,704.07
Stream Monitoring (USGS)	4,200			-	-
Lake Monitoring	28,000	284.00		1.01	284.00
Citizen Assisted Lake Monitoring (CAMP)	5,200			-	-
Volunteer Stream Monitoring (River Watch)	2,000			-	-
Annual Monitoring Report	17,500	3,845.63	2,624.69	36.97	6,470.32
<b>Water Quality Education</b>					
Education Program	17,000	1,466.74	3,321.40	31.11	5,288.14
WMWA General Programs	20,000	1,361.36	1,264.32	13.13	2,625.68
WMWA Implementation/Watershed Prep	24,500			-	-
4th Generation Plan 2022		4,982.50			-
4th Generation Plan 2023		379.90	68.63		448.53
Subwatershed BMP Assessment	5,000			-	-
Flood Modeling and Mapping	0				-
Contribution to 4th Generation Plan	0				-
<i>Transfer to (from) Grants (see following pages)</i>		4,041.25	5,911.75		5,911.75
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) City Cost Share Fund</i>					-
<i>Transfer to (from) Partnership BMP Cost Share Fund</i>		527.80			-
<i>Transfer to (from) Closed Projects Account</i>					-
<i>To/From Reserves</i>	21,650				
<b>TOTAL OPERATING EXPENSE</b>	<b>418,250</b>	<b>34,924.23</b>	<b>45,062.91</b>		<b>72,502.19</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/22</b>					<b>3,103,648.04</b>
<b>Plus Revenue Received 2023 to date</b>					<b>495,394.31</b>
<b>Minus Claims Approved to Date</b>					<b>(94,522.38)</b>
<b>Minus Claims Presented Current Month</b>					<b>(45,062.91)</b>
<b>Fund Balance</b>		<b>3,504,519.97</b>			<b>3,459,457.06</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	February	March	Total
Kennedy & Graven				<b>547.33</b>
Legal - General	52001		547.33	
Metro Blooms-Blue Thumb 2023 Partner Fe	57008		300.00	<b>300.00</b>
Stantec				<b>35,938.93</b>
General Engineering	51001		15,915.68	
Grant Writing	51005		1,657.50	
Project Reviews	51002		3,528.00	
TMDL 5-Year Reviews	56011		1,803.75	
Stream Monitoring	56004		1,182.56	
Lake Monitoring	56010			
Education	57008		2,535.00	
Education - WMWA	57009		780.00	
Annual Water Monitoring Report	58002		2,624.69	
Meadow Lake Mgt Plan Phase 2 Grant	70739		5,423.75	
Crystal Lake Management Plan Grant	70732		488.00	
Judie Anderson's Secretarial Service				<b>484.32</b>
WMWA General Expense	57009		484.32	
WMWA Educators/WS Prep	57011			
Judie Anderson's Secretarial Service				<b>7,792.33</b>
Administration	53001		5,547.51	
Project Review Support	53002		0.62	
Bookkeeping / Audit Prep	54002		956.25	
Meeting Expense	54001		300.44	
Education Programs	57008		486.40	
Engineering Support	53004		432.48	
Engineering Support - 4th Gen Plan	53010		68.63	
<b>Total Claims</b>				<b>45,062.91</b>

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300  
41-1225694

February 22, 2023  
Statement No. 172979

Shingle Creek Watershed Management Commission

Judie Anderson

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447

Through January 31, 2023

SH220-00001      General

547.33

**Total Current Billing:** 547.33

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*

07P85C8P0P20444...

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

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

Shingle Creek Watershed  
Judie Anderson

January 31, 2023

SH220-00001    General

Through January 31, 2023

For All Legal Services As Follows:

			Hours	Amount
1/10/2023	TJG	Review and respond to email regarding treatment of proposal data under data practices act; review and revise restrictive covenant; email same to Todd S	0.70	150.50
1/12/2023	TJG	Prepare for, travel to, and attend meeting	1.80	387.00
<b>Total Services:</b>			<b>\$</b>	<b>537.50</b>

For All Disbursements As Follows:

1/12/2023	Troy J. Gilchrist - Mileage			9.83
<b>Total Disbursements:</b>			<b>\$</b>	<b>9.83</b>

**Total Services and Disbursements:    \$    547.33**

**Metro Blooms**

3747 Cedar Ave. So.  
Minneapolis, MN 55407  
6516992426  
www.metroblooms.org

**Invoice**

**INVOICE #** 1696  
**DATE** 2/21/2023  
**DUE DATE** 3/23/2023  
**TERMS** Net 30

**BILL TO**

Shingle Creek Watershed Mgmt Comm  
Attn: Amy Juntunen

**PO NO:**

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SERVICE	Qty	Rate	AMOUNT
2023 Blue Thumb Partner Fees		300.00	300.00

Please remit by check or credit card to:

Metro Blooms  
3747 Cedar Ave. So.  
Minneapolis, MN 55407

Questions or payments? (651) 699-2426

<b>Total</b>	<b>\$300.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Total Due</b>	<b>\$300.00</b>



INVOICE

**Invoice Number** 2049435  
**Invoice Date** March 2, 2023  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227705633

**Bill To**

Shingle Creek 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

<b>Project</b>	<b>Shingle Creek WMC Services</b>		
Project Manager	Shoemaker, Todd E	Contract Upset	238,920.00
Current Invoice Total (USD)	33,854.94	Amount Billed to Date	54,533.59
		For Period Ending	<b>February 24, 2023</b>

**Top Task** 2023 **2023 Technical Services**  
**Low Task** 2023.001 **General Engineering**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Paquin, Timothy Joel (Tim)	2.40	119.00	285.60
Kemmitt, Kathrine Lee (Katie)	24.25	142.00	3,443.50
Harding, Sarah Ellen	9.00	172.00	1,548.00
Loffton, Dendy D	0.75	187.00	140.25
Tilman, Elizabeth (Lisa)	8.00	187.00	1,496.00
Spector, Diane F	14.50	195.00	2,827.50
Thompson, Kathleen Anne (Katy)	8.00	195.00	1,560.00
Matthiesen, Edward Armin (Ed)	1.25	220.00	275.00
Shoemaker, Todd E	19.50	220.00	4,290.00
<b>Subtotal Professional Services</b>	<b>87.65</b>		<b>15,865.85</b>

**Disbursements**

Direct - Printing	2.67
Direct - Vehicle (mileage)	47.16
<b>Subtotal Disbursements</b>	<b>49.83</b>

Low Task Subtotal **General Engineering** 15,915.68

**Low Task** 2023.002.02 **SC2023-01 Crystal Airport**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	2.50	127.00	317.50
<b>Subtotal Professional Services</b>	<b>2.50</b>		<b>317.50</b>



INVOICE

**Invoice Number** 2049435  
**Invoice Date** March 2, 2023  
**Purchase Order** —  
**Customer Number** 165842  
**Project Number** 227705633

Low Task Subtotal **SC2023-01 Crystal Airport** 317.50

**Low Task** 2023.002.97 **Highway 252/94 EIS Review**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	3.50	127.00	444.50
Sejkora, Erin Kathleen	0.50	172.00	86.00
Bot, Courtnay Brooke Meineke	0.75	187.00	140.25
Spector, Diane F	1.00	195.00	195.00
Thompson, Kathleen Anne (Katy)	4.25	195.00	828.75
Shoemaker, Todd E	4.00	220.00	880.00
<b>Subtotal Professional Services</b>	<b>14.00</b>		<b>2,574.50</b>

Low Task Subtotal **Highway 252/94 EIS Review** 2,574.50

**Low Task** 2023.002.98 **General Project Reviews**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	2.75	127.00	349.25
<b>Subtotal Professional Services</b>	<b>2.75</b>		<b>349.25</b>

Low Task Subtotal **General Project Reviews** 349.25

**Low Task** 2023.002.99 **WCA Project Reviews**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Keller-Miller, Kathryn	0.75	133.00	99.75
Kaster, Anthony R (Tony)	1.00	187.00	187.00
<b>Subtotal Professional Services</b>	<b>1.75</b>		<b>286.75</b>

Low Task Subtotal **WCA Project Reviews** 286.75

**Low Task** 2023.003 **Routine Stream Monitoring**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Krautmann, Kurt Thompson	4.50	127.00	571.50
Stone, Alicia L (Ali)	3.50	133.00	465.50
<b>Subtotal Professional Services</b>	<b>8.00</b>		<b>1,037.00</b>

**Invoice Number** 2049435  
**Invoice Date** March 2, 2023  
**Purchase Order** ---  
**Customer Number** 165842  
**Project Number** 227705633

**Disbursements**

Direct - Testing & Lab Charges	104.54
Direct - Postage & Courier	41.02
<b>Subtotal Disbursements</b>	145.56

Low Task Subtotal **Routine Stream Monitoring** 1,182.56

**Low Task** 2023.006 **TMDL 5-Year Reviews**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	9.25	195.00	1,803.75
<b>Subtotal Professional Services</b>	9.25		1,803.75

Low Task Subtotal **TMDL 5-Year Reviews** 1,803.75

**Low Task** 2023.007 **Grant Writing**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	8.50	195.00	1,657.50
<b>Subtotal Professional Services</b>	8.50		1,657.50

Low Task Subtotal **Grant Writing** 1,657.50

**Low Task** 2023.008 **Annual Monitoring Report**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Paquin, Timothy Joel (Tim)	1.80	119.00	214.20
Krautmann, Kurt Thompson	13.50	127.00	1,714.50
Stone, Alicia L (Ali)	11.75	133.00	1,562.75
Kemmitt, Kathrine Lee (Katie)	3.00	142.00	426.00
<b>Subtotal Professional Services</b>	30.05		3,917.45

SC - 2,624.69  
 WM - 1,292.76

Low Task Subtotal **Annual Monitoring Report** 3,917.45

**Low Task** 2023.009.01 **General Education Program**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	26.00	195.00	5,070.00





INVOICE

**Invoice Number** 2049435  
**Invoice Date** March 2, 2023  
**Purchase Order** -  
**Customer Number** 165842  
**Project Number** 227705633

SC - 2,535.00  
 WM - 2,535.00

<b>Subtotal Professional Services</b>	26.00	5,070.00
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Low Task Subtotal	<b>General Education Program</b>	5,070.00
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<b>Low Task</b>	2023.009.02	WMWA
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**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	4.00	195.00	780.00
<b>Subtotal Professional Services</b>	4.00		780.00

Low Task Subtotal	<b>WMWA</b>	780.00
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Top Task Subtotal	2023 Technical Services	33,854.94
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<b>Total Fees &amp; Disbursements</b>	33,854.94
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<b>INVOICE TOTAL (USD)</b>	<b>33,854.94</b>
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**Due upon receipt or in accordance with terms of the contract**



INVOICE

**Invoice Number** 2049119  
**Invoice Date** March 1, 2023  
**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

<b>Project</b>	<b>Meadow Lake Management Plan Phase 2</b>		
Project Manager	Spector, Diane F	Contract Upset	102,810.00
Current Invoice Total (USD)	5,423.75	Amount Billed to Date	27,636.11
		For Period Ending	<b>February 24, 2023</b>

<b>Top Task</b>	<b>100</b>	<b>Professional Services</b>		
<b>Low Task</b>	<b>100.101</b>	<b>Project Management and Reporting</b>		
<b><u>Professional Services</u></b>				
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>
		Krautmann, Kurt Thompson	5.00	127.00
		Spector, Diane F	6.50	195.00
		<b>Subtotal Professional Services</b>	<u>11.50</u>	<u>1,902.50</u>
Low Task Subtotal	<b>Project Management and Reporting</b>			1,902.50

<b>Low Task</b>	<b>100.102</b>	<b>Monitoring and Data Gathering</b>		
<b><u>Professional Services</u></b>				
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>
		Pellett, Renae	0.50	119.00
		Krautmann, Kurt Thompson	8.25	127.00
		Kemmitt, Kathrine Lee (Katie)	12.00	142.00
		Wilkinson, Anne A	5.00	142.00
		<b>Subtotal Professional Services</b>	<u>25.75</u>	<u>3,521.25</u>
Low Task Subtotal	<b>Monitoring and Data Gathering</b>			3,521.25

Top Task Subtotal	Professional Services			5,423.75
	<b>Total Fees &amp; Disbursements</b>			<u>5,423.75</u>
	<b>INVOICE TOTAL (USD)</b>			<b>5,423.75</b>

Due upon receipt or in accordance with terms of the contract



**INVOICE**

**Invoice Number** 2049122  
**Invoice Date** March 1, 2023  
**Purchase Order** ---  
**Customer Number** 165842  
**Project Number** 227701416

**Bill To**

Shingle Creek 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

<b>Project</b>	<b>B001240-20-216: Crystal Lake Management Plan</b>		
Project Manager	Spector, Diane F	Contract Upset	140,830.00
Current Invoice Total (USD)	488.00	Amount Billed to Date	126,016.18
		For Period Ending	<b>February 24, 2023</b>

<b>Top Task</b>	<b>103A</b>	<b>SAV Surveys</b>			
<b><u>Professional Services</u></b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Kemmitt, Kathrine Lee (Katie)	0.50	142.00	71.00
		<b>Subtotal Professional Services</b>	<u>0.50</u>		<u>71.00</u>
Top Task Subtotal	SAV Surveys				71.00

<b>Top Task</b>	<b>103B</b>	<b>SAV Permit &amp; Treatment</b>			
<b><u>Professional Services</u></b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Kemmitt, Kathrine Lee (Katie)	1.50	142.00	213.00
		<b>Subtotal Professional Services</b>	<u>1.50</u>		<u>213.00</u>
Top Task Subtotal	SAV Permit & Treatment				213.00

<b>Top Task</b>	<b>104</b>	<b>Semi-annual &amp; Final Report</b>			
<b><u>Professional Services</u></b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Kemmitt, Kathrine Lee (Katie)	0.50	142.00	71.00
		Varian, Anna	0.25	142.00	35.50
		Spector, Diane F	0.50	195.00	97.50
		<b>Subtotal Professional Services</b>	<u>1.25</u>		<u>204.00</u>
Top Task Subtotal	Semi-annual & Final Report				204.00

**Total Fees & Disbursements** 488.00  
**INVOICE TOTAL (USD)** **488.00**



3235 Fernbrook Lane Plymouth MN  
55447

Shingle Creek Watershed Management Commission  
3235 Fernbrook Lane  
Plymouth MN 55447

7-Mar-23

**Re: 2022 WMWA General Expense and Watershed PREP**

Description	Rate	Hours/ No.	Amount	Total
<b>General Expense</b>				
Secretarial	70.00		-	
Administrative	75.00	4.97	372.75	
Administrative - website, Facebook, Twitter	75.00		-	
Offsite, WMWA meetings, Blue Thumb, Watershed Partners, Home Expo, Henn County, city events	80.00	1.33	106.40	
Website hosting, Godaddy renewal	1.00		-	
Reimbursables	1.00	5.17	5.17	
<b>Total General Expense</b>				<b>484.32</b>
<b>Watershed PREP</b>				
Secretarial	70.00		-	
Administrative	75.00		-	
Offsite	80.00		-	
Reimbursables	1.00		-	
<b>Total Watershed PREP</b>			-	-
<b>Total this invoice</b>				<b>484.32</b>
<b>Partner Share</b>				<b>121.08</b>



3235 Fernbrook Lane  
Plymouth MN 55447

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

March 6, 2023

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	3.000	70.00	210.00		70.00	-		
Administrative		53001	1.17	75.00	87.75	0.75	75.00	56.25		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001		70.00	-		70.00	-		
Administrative	70-30	53001	49.83	75.00	2,616.08		75.00	1,121.18		
Admin - offsite	70-30	53001	3.59	80.00	201.04		80.00	86.16		
Office Support	70-30	53001	18.00	75.00	945.00		75.00	405.00		
Data Processing/File Mgmt		53001		65.00	-		65.00			
Data Processing/File Mgmt		53001	0.50	75.00	37.50	0.25	75.00	18.75		
Data Processing/File Mgmt		53001		75.00	-		75.00	-		
Archiving		53001	0.800	70.00	56.00	0.700	70.00	49.00		
Admin - Annual Reporting		53001		70.00	-		70.00	-		
Admin - Annual Reporting		53001	0.55	75.00	41.25		75.00	-		
Annual Storage Rental -.14/.11		53001	1.00	50.54	50.54	1.00	39.71	39.71		
Administration Reimbursables		53001	1,302.36	1.00	1,302.36	562.71	1.00	562.71	5,547.515	2,338.755
Bookkeeping		54022		70.00	-		70.00	-		
Bookkeeping		54022	12.75	75.00	956.25	5.92	75.00	444.00		
Audit Prep		54022		75.00	-		75.00	-	956.250	444.000
Meal Expense	70-30	54001	429.20	1.00	300.44		1.00	128.76	300.440	128.760
Project / WCA Reviews - Secre		53002		70.00	-		70.00	-		
Project / WCA Reviews - Admin		53002		75.00	-	1.03	75.00	77.25		
Project Reviews - File Mgmt		53002		70.00	-		70.00	-		
Project / WCA Reviews -Reimbursables		53002	0.62	1.00	0.62	17.54	1.00	17.54	0.620	94.790
Education - NPDES	50-50	57008	9.02	75.00	338.25		75.00	338.25		
Website	50-50	57008	3.25	75.00	121.88		75.00	121.88		
Renew website domain, zoom	50-50	57008	20.98	1.00	10.49		1.00	10.49		
Education - Reimbursables	50-50	57007	15.78	1.00	15.78	15.78	1.00	15.78	486.395	486.395
Engrg Support 4G Plan - Admin	70-30	53004	1.10	75.00	57.75		75.00	24.75		
Engrg Support 4G Plan - reimbursa	70-30	53004	7.35	1.00	10.88	4.66	1.00	4.66	68.630	29.41
Engineering Support - Admin		53004		70.00	-		70.00	-		
Engineering Support - Admin		53004	0.83	75.00	62.25		75.00	-		
Engineering Support - Admin	70-30	53004	4.66	75.00	244.65		75.00	104.85		
Engineering Support - offsite	70-30	53004	1.58	80.00	88.48		80.00	37.92		
Engineering Support - Reimbursables		53004	37.10	1.00	37.10	15.90	1.00	15.90	432.480	158.67
									<b>7,792.33</b>	<b>3,680.780</b>

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

	2023 Budget	February	March	%age YTD	2023 YTD
<b>REVENUE</b>					
Application Fees	20,000			9.00	1,800.00
Member Assessments	156,200			100.00	156,200.00
Interest & Dividend Income	100	4,299.64		8,130.22	8,130.22
Miscellaneous Income					-
<i>Transfer to (from) CIPs (see CIP Tracker page)</i>					-
<i>Transfer to (from) Grants</i>					27,500.00
<i>To (From) Reserve</i>					-
<b>TOTAL REVENUE</b>	<b>176,300</b>	<b>4,299.64</b>	-		<b>193,630.22</b>
<b>EXPENSES</b>					
		<b>2022 Activity</b>			
<b>ADMINISTRATION</b>					
Administrative Services	32,000	2,204.42	2,338.75	14.20	4,543.17
Engineering Support	4,000	266.67	158.67	10.63	425.34
Project Reviews	1,500	47.12	94.79	9.46	141.91
<b>ENGINEERING</b>					
Administration	32,300	4,300.75	4,367.53	26.84	8,668.28
Grant Application Writing	0				-
Project Review	25,000	4,942.02	8,023.25	51.86	12,965.27
<b>LEGAL</b>					
Legal Services	5,000	369.00	418.33	8.37	418.33
<b>MISCELLANEOUS</b>					
Bookkeeping	3,400	424.50	444.00	25.54	868.50
Audit	6,500			0.00	-
Insurance & Bonding	3,000			0.00	-
Meeting Expense	3,000	90.60	128.76	38.31	1,149.36
<b>PROJECTS</b>					
Outfall and Stream Monitoring	24,600	382.00		1.55	382.00
Annual Monitoring Report	7,500	1,894.12	1,292.76	42.49	3,186.88
<b>Water Quality Education</b>					
Education	17,000	1,466.73	3,321.40	31.11	5,288.13
WMWA General Programs	5,000			0.00	-
WMWA Implementation/Watershed Prep	6,500			0.00	-
Rain Garden Workshops	0				-
Education Grants	0				-
Management Plan/Amendments	0				-
4th Generation Plan 2022		5,010.75			-
4th Generation Plan 2023		162.82	29.41		192.23
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Grants</i>					-
<i>To (from) Reserves</i>					-
<b>TOTAL OPERATING EXPENSE</b>	<b>176,300</b>	<b>21,561.50</b>	<b>20,617.65</b>		<b>38,229.40</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/22</b>					<b>1,064,477.43</b>
<b>Plus Revenue Received to Date</b>					<b>232,545.17</b>
<b>Minus Claims Approved to Date</b>					<b>(61,961.10)</b>
<b>Minus Claims Presented Current Month</b>					<b>-</b>
<b>Fund Balance</b>		<b>1,255,679.15</b>			<b>1,235,061.50</b>

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

<b>Claims Presented</b>	General Ledger Acct No.	February	March		
					<b>Total</b>
Kennedy & Graven					<b>418.33</b>
Legal - General	52001		418.33		
Metro Blooms					<b>300.00</b>
2023 Blue Thumb Partner Fees	57008		300.00		
Stantec					<b>16,218.54</b>
General Engineering	51001		4,367.53		
Project Reviews	51002		8,023.25		
4th Generation Plan	51008				
Legal Boundary Update (4th Gen Plan)	51008				
Education Program	57008		2,535.00		
Stream and Outfall Monitoring	58011				
Annual Water Monitoring Report	58002		1,292.76		
Intensive BMPs	57011				
Judie Anderson's Secretarial Service					<b>3,680.78</b>
Administration	53001		2,338.75		
Bookkeeping / Audit Prep	54002		444.00		
Project Review Support	53002		94.79		
Meeting Expense - Previous Mo. Meal	54001		128.76		
Education Programs	57008		486.40		
Engineering Support	53004		158.67		
Engineering Support - 4th Gen Plan	53008		29.41		
<b>Total Claims</b>					<b>20,617.65</b>

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300

41-1225694

February 22, 2023

Statement No. 172989

West Mississippi Watershed Management Commission

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447

Through January 31, 2023

WE405-00001      General

418.33

**Total Current Billing:** 418.33

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*

87F85C8F0F294A4...

Signature of Claimant



## Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

West Mississippi Watershed

January 31, 2023

WE405-00001 General

Through January 31, 2023

For All Legal Services As Follows:

			Hours	Amount
1/10/2023	TJG	Review and respond to email regarding treatment of proposal data under data practices act	0.10	21.50
1/12/2023	TJG	Prepare for, travel to, and attend meeting	1.80	387.00
<b>Total Services:</b>			<b>\$</b>	<b>408.50</b>

For All Disbursements As Follows:

1/12/2023	Troy J. Gilchrist - Mileage			9.83
<b>Total Disbursements:</b>			<b>\$</b>	<b>9.83</b>

**Total Services and Disbursements: \$ 418.33**

**Metro Blooms**

3747 Cedar Ave. So.  
Minneapolis, MN 55407  
6516992426  
www.metroblooms.org

**Invoice**

**INVOICE #** 1692  
**DATE** 2/21/2023  
**DUE DATE** 3/23/2023  
**TERMS** Net 30

**BILL TO**

West Mississippi Watershed Mgmt Comm  
Attn: Amy Juntunen

**PO NO:**

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SERVICE	Qty	Rate	AMOUNT
2023 Blue Thumb Partner Fees		300.00	300.00

Please remit by check or credit card to:

Metro Blooms  
3747 Cedar Ave. So.  
Minneapolis, MN 55407

Questions or payments? (651) 699-2426

<b>Total</b>	<b>\$300.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Total Due</b>	<b>\$300.00</b>



**INVOICE**

<b>Invoice Number</b>	2049436
<b>Invoice Date</b>	March 2, 2023
<b>Purchase Order</b>	--
<b>Customer Number</b>	165866
<b>Project Number</b>	227705634

**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

<b>Project</b>	<b>West Mississippi WMC Services</b>		
Project Manager	Shoemaker, Todd E	Contract Upset	81,900.00
Current Invoice Total (USD)	12,390.78	Amount Billed to Date	22,015.55
		For Period Ending	<b>February 24, 2023</b>

<b>Top Task</b>	<b>2023</b>	<b>2023 Technical Services</b>
<b>Low Task</b>	<b>2023.001</b>	<b>General Engineering</b>

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	8.50	142.00	1,207.00
Tilman, Elizabeth (Lisa)	1.25	187.00	233.75
Spector, Diane F	10.25	195.00	1,998.75
Shoemaker, Todd E	4.00	220.00	880.00
<b>Subtotal Professional Services</b>	<b>24.00</b>		<b>4,319.50</b>

**Disbursements**

Direct - Vehicle (mileage)	47.16
Direct - Printing	0.87
<b>Subtotal Disbursements</b>	<b>48.03</b>

Low Task Subtotal	<b>General Engineering</b>	4,367.53
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<b>Low Task</b>	<b>2023.002.01</b>	<b>WM2022-07 610 Zane</b>
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	2.25	127.00	285.75
Shoemaker, Todd E	2.50	220.00	550.00
<b>Subtotal Professional Services</b>	<b>4.75</b>		<b>835.75</b>

Low Task Subtotal	<b>WM2022-07 610 Zane</b>	835.75
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<b>Low Task</b>	<b>2023.002.02</b>	<b>WM2022-06 Gateway Re</b>
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Professional Services

Invoice Number	2049436
Invoice Date	March 2, 2023
Purchase Order	--
Customer Number	165866
Project Number	227705634

Category/Employee		Current Hours	Rate	Current Amount
	Clapp, Lucas W	7.25	127.00	920.75
	Gartman, Cody	0.50	142.00	71.00
	Shoemaker, Todd E	1.50	220.00	330.00
	<b>Subtotal Professional Services</b>	<u>9.25</u>		<u>1,321.75</u>

Low Task Subtotal **WM2022-06 Gateway Re** 1,321.75

**Low Task** 2023.002.03 **WM2023-01 Range USA**

**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Clapp, Lucas W	5.00	127.00	635.00
	Shoemaker, Todd E	3.50	220.00	770.00
	<b>Subtotal Professional Services</b>	<u>8.50</u>		<u>1,405.00</u>

Low Task Subtotal **WM2023-01 Range USA** 1,405.00

**Low Task** 2023.002.97 **Highway 252/94 EIS Review**

**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Clapp, Lucas W	5.00	127.00	635.00
	Sejkora, Erin Kathleen	1.00	172.00	172.00
	Bot, Courtney Brooke Meineke	0.75	187.00	140.25
	Thompson, Kathleen Anne (Katy)	4.25	195.00	828.75
	Shoemaker, Todd E	7.50	220.00	1,650.00
	<b>Subtotal Professional Services</b>	<u>18.50</u>		<u>3,426.00</u>

Low Task Subtotal **Highway 252/94 EIS Review** 3,426.00

**Low Task** 2023.002.99 **WCA**

**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Keller-Miller, Kathryn	0.75	133.00	99.75
	Kaster, Anthony R (Tony)	5.00	187.00	935.00
	<b>Subtotal Professional Services</b>	<u>5.75</u>		<u>1,034.75</u>

Low Task Subtotal **WCA** 1,034.75



INVOICE

Invoice Number	2049436
Invoice Date	March 2, 2023
Purchase Order	--
Customer Number	165866
Project Number	227705634

Top Task Subtotal	2023 Technical Services	12,390.78
<b>Total Fees &amp; Disbursements</b>		<b>12,390.78</b>
<b>INVOICE TOTAL (USD)</b>		<b>12,390.78</b>

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

**Invoice Number** 2049435  
**Invoice Date** March 2, 2023  
**Purchase Order** -  
**Customer Number** 165842  
**Project Number** 227705633

**Disbursements**

Direct - Testing & Lab Charges	104.54
Direct - Postage & Courier	41.02
<b>Subtotal Disbursements</b>	145.56

Low Task Subtotal **Routine Stream Monitoring** 1,182.56

**Low Task** 2023.006 **TMDL 5-Year Reviews**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	9.25	195.00	1,803.75
<b>Subtotal Professional Services</b>	9.25		1,803.75

Low Task Subtotal **TMDL 5-Year Reviews** 1,803.75

**Low Task** 2023.007 **Grant Writing**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	8.50	195.00	1,657.50
<b>Subtotal Professional Services</b>	8.50		1,657.50

Low Task Subtotal **Grant Writing** 1,657.50

**Low Task** 2023.008 **Annual Monitoring Report**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Paquin, Timothy Joel (Tim)	1.80	119.00	214.20
Krautmann, Kurt Thompson	13.50	127.00	1,714.50
Stone, Alicia L (Ali)	11.75	133.00	1,562.75
Kemmitt, Kathrine Lee (Katie)	3.00	142.00	426.00
<b>Subtotal Professional Services</b>	30.05		3,917.45

SC - 2,624.69  
 WM - 1,292.76

Low Task Subtotal **Annual Monitoring Report** 3,917.45

**Low Task** 2023.009.01 **General Education Program**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	26.00	195.00	5,070.00



INVOICE

Invoice Number 2049435  
 Invoice Date March 2, 2023  
 Purchase Order -  
 Customer Number 165842  
 Project Number 227705633

SC - 2,535.00  
 WM - 2,535.00

Subtotal Professional Services 26.00 5,070.00

Low Task Subtotal **General Education Program** 5,070.00

Low Task 2023.009.02 WMWA

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	4.00	195.00	780.00
<b>Subtotal Professional Services</b>	<u>4.00</u>		<u>780.00</u>

Low Task Subtotal **WMWA** 780.00

Top Task Subtotal 2023 Technical Services 33,854.94

**Total Fees & Disbursements** 33,854.94

**INVOICE TOTAL (USD)** 33,854.94

**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

March 6, 2023

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM	SC	WM	
Administrative		53001	3.000	70.00	210.00		70.00	-		
Administrative		53001	1.17	75.00	87.75	0.75	75.00	56.25		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001		70.00	-		70.00	-		
Administrative	70-30	53001	49.83	75.00	2,616.08		75.00	1,121.18		
Admin - offsite	70-30	53001	3.59	80.00	201.04		80.00	86.16		
Office Support	70-30	53001	18.00	75.00	945.00		75.00	405.00		
Data Processing/File Mgmt		53001		65.00	-		65.00			
Data Processing/File Mgmt		53001	0.50	75.00	37.50	0.25	75.00	18.75		
Data Processing/File Mgmt		53001		75.00	-		75.00	-		
Archiving		53001	0.800	70.00	56.00	0.700	70.00	49.00		
Admin - Annual Reporting		53001		70.00	-		70.00	-		
Admin - Annual Reporting		53001	0.55	75.00	41.25		75.00	-		
Annual Storage Rental -.14/.11		53001	1.00	50.54	50.54	1.00	39.71	39.71		
Administration Reimbursables		53001	1,302.36	1.00	1,302.36	562.71	1.00	562.71	5,547.515	2,338.755
Bookkeeping		54022		70.00	-		70.00	-		
Bookkeeping		54022	12.75	75.00	956.25	5.92	75.00	444.00		
Audit Prep		54022		75.00	-		75.00	-	956.250	444.000
Meal Expense	70-30	54001	429.20	1.00	300.44		1.00	128.76	300.440	128.760
Project / WCA Reviews - Secre		53002		70.00	-		70.00	-		
Project / WCA Reviews - Admin		53002		75.00	-	1.03	75.00	77.25		
Project Reviews - File Mgmt		53002		70.00	-		70.00	-		
Project / WCA Reviews -Reimbursables		53002	0.62	1.00	0.62	17.54	1.00	17.54	0.620	94.790
Education - NPDES	50-50	57008	9.02	75.00	338.25		75.00	338.25		
Website	50-50	57008	3.25	75.00	121.88		75.00	121.88		
Renew website domain, zoom	50-50	57008	20.98	1.00	10.49		1.00	10.49		
Education - Reimbursables	50-50	57007	15.78	1.00	15.78	15.78	1.00	15.78	486.395	486.395
Engrg Support 4G Plan - Admin	70-30	53004	1.10	75.00	57.75		75.00	24.75		
Engrg Support 4G Plan - reimbursa	70-30	53004	7.35	1.00	10.88	4.66	1.00	4.66	68.630	29.41
Engineering Support - Admin		53004		70.00	-		70.00	-		
Engineering Support - Admin		53004	0.83	75.00	62.25		75.00	-		
Engineering Support - Admin	70-30	53004	4.66	75.00	244.65		75.00	104.85		
Engineering Support - offsite	70-30	53004	1.58	80.00	88.48		80.00	37.92		
Engineering Support - Reimbursables		53004	37.10	1.00	37.10	15.90	1.00	15.90	432.480	158.67
									<b>7,792.33</b>	<b>3,680.780</b>