

Shingle Creek Watershed Management Commission Treasurer's Report

	2023 Budget	April	May	%age YTD	2023 YTD
REVENUE					
Application Fees	15,000	8,700.00		58.00	8,700.00
Member Assessments	370,000			100.00	370,000.00
Interest and Dividends	250	13,811.56		20,219.36	50,548.39
Education Reimbursement	33,000	27,000.00		81.82	27,000.00
Miscellaneous Income					-
<i>Transfer to (from) Grants (see following pages)</i>		-	-		46,000.00
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Closed Projects Account</i>					-
TOTAL REVENUE	418,250	49,511.56	-		502,248.39
EXPENSES					
ADMINISTRATION					
Administrative Services	70,000	8,098.49	28,911.74	67.24	47,067.03
Engineering Support	15,000	288.18	3,030.12	30.43	4,564.98
Project Reviews	1,500	95.83	277.03	24.91	373.60
ENGINEERING					
Administration	77,000	16,479.67	6,459.58	55.53	42,758.38
Grant Application Writing	11,000			27.39	3,012.50
Project Reviews/WCA	30,000	7,662.68	3,754.50	59.71	17,913.62
Highway 252/94 EIS Review			3,522.50		3,522.50
TMDL 5 Year Reviews	5,000			60.91	3,045.25
LEGAL - Legal Services					
MnDOT Scoping Project	6,000	396.17	955.17	31.64	1,898.67
		537.50			537.50
MISCELLANEOUS					
Bookkeeping	8,000	400.50	804.00	38.34	3,067.50
Audit	7,500			-	-
Insurance & Bonding	3,200			-	-
Meeting Expense	5,000	282.80	385.00	66.99	3,349.63
PROGRAMS					
Stream Monitoring	34,000	5,742.85	4,863.38	39.15	13,310.30
Stream Monitoring (USGS)	4,200	684.75		16.30	684.75
Lake Monitoring	28,000		728.50	3.62	1,012.50
Citizen Assisted Lake Monitoring (CAMP)	5,200		532.00	10.23	532.00
Volunteer Stream Monitoring (River Watch)	2,000			-	-
Annual Monitoring Report	17,500	5,445.09	4,824.34	95.66	16,739.75
Water Quality Education					
Education Program	17,000	1,720.43	1,230.30	48.46	8,238.87
WMWA General Programs	20,000	1,037.99	1,373.01	25.18	5,036.68
WMWA Implementation/Watershed Prep	24,500	1,372.00		5.60	1,372.00
4th Generation Plan			1,032.00		1,480.53
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>		8,447.56	4,100.85		18,460.16
<i>Transfer to (from) CIPs</i>			171.75		171.75
<i>Transfer to (from) City Cost Share Fund</i>					-
<i>Transfer to (from) Partnership BMP Cost Share Fund</i>					-
<i>Transfer to (from) Closed Projects Account</i>					-
<i>To/From Reserves</i>	21,650				
TOTAL OPERATING EXPENSE	418,250	58,692.49	66,955.77		198,150.45
CASH SUMMARY					
4M Fund Balance at 12/31/22					3,103,648.04
Plus Revenue Received 2023 to date					574,799.49
Minus Claims Approved to Date					(332,189.32)
Minus Claims Presented Current Month					66,955.77
Fund Balance		3,480,169.75			3,413,213.98

Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	April	May		Total
Kennedy & Graven					1,987.17
Legal - General	52001		955.17		
Legal - MnDOT Scoping Project	52020				
Legal - 4th Gen Plan	52008		1,032.00		
Stantec					53,797.51
General Engineering	51001		6,459.58		
Grant Writing	51005				
Project Reviews	51002		3,754.50		
Highway 252/94 EIS Review	51001		3,522.50		
TMDL 5-Year Reviews	56011				
Stream Monitoring	56004		4,863.38		
Lake Monitoring	56010		728.50		
CAMP	56002		532.00		
Education	57008		1,170.00		
Education - WMWA	57009		585.00		
Annual Water Monitoring Report	58002		4,824.34		
Meadow Lake Mgt Plan Phase 2 Grant	70739		3,231.35		
Crystal Lake Management Plan Grant	70732		869.50		
Bass Lake Vegetation Impv CPL Grant	70741				
SC Trail Stabil.& Fishery Imp Feas.Study	51001		2,735.23		
Brookdale Park SC Remeander Feas.Study	51001		3,088.73		
Gaulke Pond SWA Amendment	51001		10,025.75		
Eagle Lake SWA	51001		7,235.40		
Maintenance Fund CIP	70836		171.75		
Judie Anderson's Secretarial Service					788.01
WMWA General Expense	57009		788.01		
WMWA Educators/WS Prep	57011				
Judie Anderson's Secretarial Service					10,383.08
Administration	53001		5,826.63		
Project Review Support	53002		277.03		
Bookkeeping / Audit Prep	54002		804.00		
Meeting Expense	54001		385.00		
Education Programs	57008		60.30		
Engineering Support	53004		3,030.12		
Engineering Support - 4th Gen Plan	53010				
Total Claims					66,955.77

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300

41-1225694

April 20, 2023

Statement No. 174028

Shingle Creek Watershed Management Commission

Judie Anderson

JASS - Watershed Administrators
3235 Fernbrook Lane
Plymouth, MN 55447

Through March 31, 2023

SH220-00001	General	955.17
SH220-00031	JPA Update Project	1,032.00

Total Current Billing: 1,987.17

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

Signature of Claimant

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
 Minneapolis, MN 55402

Shingle Creek Watershed
 Judie Anderson

March 31, 2023

SH220-00001

General

Through March 31, 2023

For All Legal Services As Follows:

			Hours	Amount
3/1/2023	TJG	Work on reviewing WSB carp agreement; email to WSB regarding same	0.20	43.00
3/2/2023	TJG	Call with Todd S regarding required city sign off on applications; review standards and follow up email to Todd S regarding same; continue work reviewing carp agreement; email regarding same	0.60	129.00
3/7/2023	TJG	Review comments on county agreement from Karen G; email regarding same	0.20	43.00
3/9/2023	TJG	Prepare for, travel to, and attend meeting	1.80	387.00
3/22/2023	TJG	Review and respond to email from Judie regarding timing to update JPA; forward proposed new terms for engineering contract; review and respond to email from Judie regarding Highland Gables	0.40	86.00
3/28/2023	TJG	Review redline of county agreement to support WMWA work; review organization memo; email to Karen G regarding same; review and forward administration agreements	1.20	258.00
Total Services:			\$	946.00

For All Disbursements As Follows:

3/9/2023	Troy J. Gilchrist - Mileage	9.17
Total Disbursements:		\$ 9.17

Total Services and Disbursements: \$ 955.17

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

Shingle Creek Watershed
Judie Anderson

March 31, 2023

SH220-00031 JPA Update Project

4th Generation Plan

Through March 31, 2023

For All Legal Services As Follows:

			Hours	Amount
3/24/2023	TJG	Work on drafting updated JPA	3.20	688.00
3/27/2023	TJG	Continue work on JPA, work on board section	1.60	344.00
			Total Services:	\$ 1,032.00

Total Services and Disbursements: \$ 1,032.00



INVOICE

Invoice Number	2074178
Invoice Date	April 28, 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

Project	Shingle Creek WMC Services		
Project Manager	Shoemaker, Todd E	Contract Upset	238,920.00
Current Invoice Total (USD)	29,985.96	Amount Billed to Date For Period Ending	114,052.00 April 21, 2023

Top Task	2023	2023 Technical Services		
Low Task	2023.001	General Engineering		
Professional Services				
Category/Employee			Current Hours	Current Rate
				Current Amount
		Kemmitt, Kathrine Lee (Katie)	13.75	142.00
		Megow, Erik Robert	0.50	172.00
		Spector, Diane F	15.50	195.00
		Matthiesen, Edward Armin (Ed)	0.75	220.00
		Shoemaker, Todd E	5.50	220.00
		Subtotal Professional Services	<u>36.00</u>	<u>6,436.00</u>
Disbursements				
		Direct - Vehicle (mileage)		23.58
		Subtotal Disbursements		<u>23.58</u>
Low Task Subtotal	General Engineering			6,459.58

Low Task	2023.002.02	SC2023-01 Crystal Airport		
Professional Services				
Category/Employee			Current Hours	Current Rate
				Current Amount
		Clapp, Lucas W	4.00	127.00
		Shoemaker, Todd E	0.75	220.00
		Subtotal Professional Services	<u>4.75</u>	<u>673.00</u>
Low Task Subtotal	SC2023-01 Crystal Airport			673.00

Low Task	2023.002.03	SC2023-02 Bass Lk Rd		
Professional Services				

Invoice Number	2074178
Invoice Date	April 28, 2023
Purchase Order	
Customer Number	165842
Project Number	227705633

Category/Employee		Current Hours	Rate	Current Amount
	Clapp, Lucas W	5.00	127.00	635.00
	Megow, Erik Robert	1.00	172.00	172.00
	Shoemaker, Todd E	2.25	220.00	495.00
	Subtotal Professional Services	<u>8.25</u>		<u>1,302.00</u>
Low Task Subtotal	SC2023-02 Bass Lk Rd			1,302.00

Category/Employee		Current Hours	Rate	Current Amount
Low Task 2023.002.04 SC2022-04 Arbor Lakes Ph3				
Professional Services				
	Clapp, Lucas W	5.00	127.00	635.00
	Shoemaker, Todd E	0.75	220.00	165.00
	Subtotal Professional Services	<u>5.75</u>		<u>800.00</u>
Low Task Subtotal	SC2022-04 Arbor Lakes Ph3			800.00

Category/Employee		Current Hours	Rate	Current Amount
Low Task 2023.002.97 Highway 252/94 EIS Review				
Professional Services				
	Thompson, Kathleen Anne (Katy)	17.50	195.00	3,412.50
	Shoemaker, Todd E	0.50	220.00	110.00
	Subtotal Professional Services	<u>18.00</u>		<u>3,522.50</u>
Low Task Subtotal	Highway 252/94 EIS Review			3,522.50

Category/Employee		Current Hours	Rate	Current Amount
Low Task 2023.002.98 General Project Reviews				
Professional Services				
	Clapp, Lucas W	1.50	127.00	190.50
	Spector, Diane F	1.00	195.00	195.00
	Shoemaker, Todd E	1.00	220.00	220.00
	Subtotal Professional Services	<u>3.50</u>		<u>605.50</u>
Low Task Subtotal	General Project Reviews			605.50

Low Task 2023.002.99 WCA Project Reviews				
Professional Services				



INVOICE

Invoice Number 2074178
Invoice Date April 28, 2023
Purchase Order —
Customer Number 165842
Project Number 227705633

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	2.00	187.00	374.00
Subtotal Professional Services	<u>2.00</u>		<u>374.00</u>

Low Task Subtotal **WCA Project Reviews** 374.00

Low Task 2023.003 **Routine Stream Monitoring**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Pellett, Renae	0.50	119.00	59.50
Clapp, Lucas W	9.25	127.00	1,174.75
Krautmann, Kurt Thompson	9.50	127.00	1,206.50
Stone, Alicia L (Ali)	10.50	133.00	1,396.50
Subtotal Professional Services	<u>29.75</u>		<u>3,837.25</u>

Disbursements

Direct - Printing	0.49
Direct - Field Supplies	670.24
Direct - Testing & Lab Charges	355.40
Subtotal Disbursements	<u>1,026.13</u>

Low Task Subtotal **Routine Stream Monitoring** 4,863.38

Low Task 2023.004 **Routine Lake Monitoring**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Krautmann, Kurt Thompson	3.50	127.00	444.50
Varian, Anna	2.00	142.00	284.00
Subtotal Professional Services	<u>5.50</u>		<u>728.50</u>

Low Task Subtotal **Routine Lake Monitoring** 728.50

Low Task 2023.005 **CAMP Monitoring**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Stone, Alicia L (Ali)	4.00	133.00	532.00
Subtotal Professional Services	<u>4.00</u>		<u>532.00</u>



INVOICE

Invoice Number 2074178
 Invoice Date April 28, 2023
 Purchase Order -
 Customer Number 165842
 Project Number 227705633

Low Task Subtotal **CAMP Monitoring** 532.00

Low Task 2023.008 Annual Monitoring Report

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
	21.00	127.00	2,667.00
	11.00	133.00	1,463.00
	16.50	142.00	2,343.00
	3.75	142.00	532.50
	1.00	195.00	195.00
Subtotal Professional Services	<u>53.25</u>		<u>7,200.50</u>

SC - 4,824.34

WM - 2,376.16

Low Task Subtotal **Annual Monitoring Report** 7,200.50

Low Task 2023.009.01 General Education Program

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
	12.00	195.00	2,340.00
Subtotal Professional Services	<u>12.00</u>		<u>2,340.00</u>

SC - 1,170.00

WM - 1,170.00

Low Task Subtotal **General Education Program** 2,340.00

Low Task 2023.009.02 WMWA

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
	3.00	195.00	585.00
Subtotal Professional Services	<u>3.00</u>		<u>585.00</u>

Low Task Subtotal **WMWA** 585.00

Top Task Subtotal 2023 Technical Services 29,985.96

Total Fees & Disbursements 29,985.96
INVOICE TOTAL (USD) 29,985.96

Due upon receipt or in accordance with terms of the contract



INVOICE

Invoice Number	2073576
Invoice Date	April 26, 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

Project	Meadow Lake Management Plan Phase 2		
Project Manager	Spector, Diane F	Contract Upset	102,810.00
Current Invoice Total (USD)	3,231.35	Amount Billed to Date	38,816.27
		For Period Ending	April 21, 2023

Top Task **100** **Professional Services**
Low Task **100.101** **Project Management and Reporting**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	0.25	195.00	48.75
Subtotal Professional Services	<u>0.25</u>		<u>48.75</u>

Low Task Subtotal **Project Management and Reporting** 48.75

Low Task **100.102** **Monitoring and Data Gathering**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
	6.75	119.00	803.25
	4.50	127.00	571.50
Hyams, Aaron Robert	1.75	133.00	232.75
Kemmitt, Kathrine Lee (Katie)	8.50	142.00	1,207.00
Subtotal Professional Services	<u>21.50</u>		<u>2,814.50</u>

Disbursements

Usage - Vehicle	13.10
Subtotal Disbursements	<u>13.10</u>

Low Task Subtotal **Monitoring and Data Gathering** 2,827.60

Low Task **100.103** **Management of Alum, SAV, and Fish Treatments**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
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INVOICE

Invoice Number 2073576
Invoice Date April 26, 2023
Purchase Order --
Customer Number 165842
Project Number 227705219

Wilkinson, Anne A	2.50	142.00	355.00
Subtotal Professional Services	<u>2.50</u>		<u>355.00</u>

Low Task Subtotal	Management of Alum, SAV, and Fish Treatments	355.00
Top Task Subtotal	Professional Services	3,231.35
	Total Fees & Disbursements	<u>3,231.35</u>
	INVOICE TOTAL (USD)	3,231.35

Due upon receipt or in accordance with terms of the contract



INVOICE

Invoice Number 2073573
Invoice Date April 26, 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

Project	B001240-20-216: Crystal Lake Management Plan		
Project Manager	Spector, Diane F	Contract Upset	140,830.00
Current Invoice Total (USD)	869.50	Amount Billed to Date For Period Ending	127,171.43 April 21, 2023

Top Task	102A	Carp Assessment & Tracking		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Varian, Anna	1.00	142.00	142.00
	Spector, Diane F	1.00	195.00	195.00
	Subtotal Professional Services	<u>2.00</u>		<u>337.00</u>
Top Task Subtotal	Carp Assessment & Tracking			337.00

Top Task	103A	SAV Surveys		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Kemmitt, Kathrine Lee (Katie)	3.75	142.00	532.50
	Subtotal Professional Services	<u>3.75</u>		<u>532.50</u>
Top Task Subtotal	SAV Surveys			532.50

Total Fees & Disbursements 869.50
INVOICE TOTAL (USD) **869.50**

Due upon receipt or in accordance with terms of the contract



INVOICE

Invoice Number 2072800
Invoice Date April 25, 2023
Purchase Order --
Customer Number 165842
Project Number 227705748

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

Project	Shingle Creek Regional Trail Bank Stabilization & Fishery Improvement Feasibility Study		
Project Manager	Harding, Sarah Ellen	Contract Upset	25,000.00
Current Invoice Total (USD)	2,735.23	Amount Billed to Date	3,819.48
		For Period Ending	April 21, 2023

Top Task	200	Professional Services
Low Task	200.001	Data Collection & Review (desktop, field visit, topo survey)

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hyams, Aaron Robert	2.25	133.00	299.25
Ness, Ryan Wayne	0.75	142.00	106.50
Monk, Robert V (Rob)	5.00	157.00	785.00
Harding, Sarah Ellen	7.00	172.00	1,204.00
Matthiesen, Edward Armin (Ed)	1.50	220.00	330.00
Subtotal Professional Services	<u>16.50</u>		<u>2,724.75</u>

Disbursements

Direct - Vehicle (mileage)	10.48
Subtotal Disbursements	<u>10.48</u>

Low Task Subtotal	Data Collection & Review (desktop, field visit, topo survey)	2,735.23
Top Task Subtotal	Professional Services	2,735.23
	Total Fees & Disbursements	<u>2,735.23</u>
	INVOICE TOTAL (USD)	2,735.23

Due upon receipt or in accordance with terms of the contract



INVOICE

Invoice Number 2072798
Invoice Date April 25, 2023
Purchase Order ---
Customer Number 165842
Project Number 227705747

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

Project	Brookdale Park Shingle Creek Remeander Feasibility Study		
Project Manager	Harding, Sarah Ellen	Contract Upset	39,000.00
Current Invoice Total (USD)	3,088.73	Amount Billed to Date For Period Ending	4,313.98 April 21, 2023

Top Task **200** **Professional Services**
Low Task **200.001** **Data Collection & Review (desktop, site visit, sediment investigation, topo survey)**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hyams, Aaron Robert	2.75	133.00	365.75
Ness, Ryan Wayne	0.75	142.00	106.50
Monk, Robert V (Rob)	5.00	157.00	785.00
Harding, Sarah Ellen	6.75	172.00	1,161.00
Matthiesen, Edward Armin (Ed)	3.00	220.00	660.00
Subtotal Professional Services	18.25		3,078.25

Disbursements

Direct - Vehicle (mileage)	10.48
Subtotal Disbursements	10.48

Low Task Subtotal	Data Collection & Review (desktop, site visit, sediment investigation, topo survey)	3,088.73
Top Task Subtotal	Professional Services	3,088.73
Total Fees & Disbursements		3,088.73
INVOICE TOTAL (USD)		3,088.73

Due upon receipt or in accordance with terms of the contract

Invoice Number	2074181
Invoice Date	April 28, 2023
Purchase Order	—
Customer Number	165842
Project Number	227705751

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

Project	Gaulke Pond Subwatershed Assessment Amendment		
Project Manager	Shoemaker, Todd E	Contract Upset	29,900.00
Current Invoice Total (USD)	10,025.75	Amount Billed to Date For Period Ending	14,708.75 April 21, 2023

Invoice ATTN: Andy Polzin

Top Task	100	Professional Services
Low Task	100.1	Project Management

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Tourtillott, Danielle M	0.75	127.00	95.25
Subtotal Professional Services	<u>0.75</u>		<u>95.25</u>

Low Task Subtotal	Project Management	95.25
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Low Task	100.4	ID Projects
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hyams, Aaron Robert	4.75	133.00	631.75
Weis, Rena D	13.75	149.00	2,048.75
Thompson, Kathleen Anne (Katy)	14.00	195.00	2,730.00
Shoemaker, Todd E	6.00	220.00	1,320.00
Subtotal Professional Services	<u>38.50</u>		<u>6,730.50</u>

Low Task Subtotal	ID Projects	6,730.50
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Low Task	100.5	Prioritization
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Thompson, Kathleen Anne (Katy)	13.00	195.00	2,535.00
Subtotal Professional Services	<u>13.00</u>		<u>2,535.00</u>



INVOICE

Invoice Number	2074181
Invoice Date	April 28, 2023
Purchase Order	—
Customer Number	165842
Project Number	227705751

Low Task Subtotal	Prioritization				2,535.00
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Low Task	100.6	Conceptual Design			
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Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Berglund, Katherine Ann (Katy)	5.00	133.00	665.00
	Subtotal Professional Services	<u>5.00</u>		<u>665.00</u>

Low Task Subtotal	Conceptual Design			665.00
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Top Task Subtotal	Professional Services			10,025.75
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	Total Fees & Disbursements			<u>10,025.75</u>
	INVOICE TOTAL (USD)			10,025.75

Due upon receipt or in accordance with terms of the contract



INVOICE

Invoice Number 2074180
Invoice Date April 28, 2023
Purchase Order --
Customer Number 165842
Project Number 227705750

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

Project	Eagle Lake Subwatershed Assessment		
Project Manager	Shoemaker, Todd E	Contract Upset	55,000.00
Current Invoice Total (USD)	7,235.40	Amount Billed to Date	12,527.40
		For Period Ending	April 21, 2023

Top Task	100	Professional Services			
Low Task	100.3	Existing Conditions			
Professional Services					
Category/Employee			Current Hours	Rate	Current Amount
		Clapp, Lucas W	5.50	127.00	698.50
		Subtotal Professional Services	<u>5.50</u>		<u>698.50</u>

Low Task Subtotal Existing Conditions 698.50

Low Task	100.4	Internal Load & Aquatic Vegetation Evaluation			
Professional Services					
Category/Employee			Current Hours	Rate	Current Amount
		Kinney, Sarah J	3.75	104.00	390.00
		Bauer, Mia Anne	0.25	119.00	29.75
		Schafermeyer, Benjamin L (Ben)	2.50	127.00	317.50
		Kemmitt, Kathrine Lee (Katie)	6.00	142.00	852.00
		Subtotal Professional Services	<u>12.50</u>		<u>1,589.25</u>

Disbursements

Direct - Vehicle (mileage) 85.15
Subtotal Disbursements 85.15

Low Task Subtotal Internal Load & Aquatic Vegetation Evaluation 1,674.40

Low Task	100.5	Identify Potential Project Sites			
Professional Services					
Category/Employee			Current Hours	Rate	Current Amount



INVOICE

Invoice Number	2074180
Invoice Date	April 28, 2023
Purchase Order	-
Customer Number	165842
Project Number	227705750

Clapp, Lucas W	13.50	127.00	1,714.50
Berglund, Katherine Ann (Katy)	1.50	133.00	199.50
Hyams, Aaron Robert	6.00	133.00	798.00
Tilman, Elizabeth (Lisa)	3.50	187.00	654.50
Subtotal Professional Services	<u>24.50</u>		<u>3,366.50</u>

Low Task Subtotal	Identify Potential Project Sites	3,366.50
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Low Task	100.6	Prioritization
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Tilman, Elizabeth (Lisa)	8.00	187.00	1,496.00
Subtotal Professional Services	<u>8.00</u>		<u>1,496.00</u>

Low Task Subtotal	Prioritization	1,496.00
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Top Task Subtotal	Professional Services	7,235.40
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Total Fees & Disbursements	<u>7,235.40</u>
INVOICE TOTAL (USD)	7,235.40

Due upon receipt or in accordance with terms of the contract



INVOICE

Invoice Number 2073577
Invoice Date April 26, 2023
Purchase Order --
Customer Number 165842
Project Number 227705898

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	2023 Maintenance Fund			
	Project Manager	Spector, Diane F	Contract Upset	11,867.00
	Current Invoice Total (USD)	171.75	Amount Billed to Date For Period Ending	171.75 April 21, 2023

Top Task	100	Crystal Lake Carp Management		
Professional Services				
Category/Employee		Current Hours	Rate	Current Amount
		Kemmitt, Kathrine Lee (Katie)	0.50	142.00
		Subtotal Professional Services	<u>0.50</u>	<u>71.00</u>
Top Task Subtotal	Crystal Lake Carp Management			71.00

Top Task	200	Bass Lake CLP Management		
Professional Services				
Category/Employee		Current Hours	Rate	Current Amount
		Kemmitt, Kathrine Lee (Katie)	0.25	119.00
		Kemmitt, Kathrine Lee (Katie)	0.50	142.00
		Subtotal Professional Services	<u>0.75</u>	<u>100.75</u>
Top Task Subtotal	Bass Lake CLP Management			100.75

	Total Fees & Disbursements	<u>171.75</u>
	INVOICE TOTAL (USD)	171.75

Due upon receipt or in accordance with terms of the contract



Your Virtual Administrator

3235 Fernbrook Lane Plymouth MN 55447

Shingle Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth MN 55447

9-May-23

Re: 2023 WMWA General Expense and Watershed PREP

Table with 5 columns: Description, Rate, Hours/ No., Amount, Total. Rows include General Expense and Watershed PREP categories with various sub-items like Secretarial, Administrative, Offsite, and Reimbursables.



3235 Fernbrook Lane
Plymouth MN 55447

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

May 8, 2023

	Share	G/L	Shingle Creek		West Mississippi		Total Project Area		
			SC	WM	SC	WM	SC	WM	
Administrative		53001	70.00	-	70.00	-			
Administrative		53001	18.25	75.00	1,368.75	10.75	75.00	806.25	
Admin - Offsite		53001	80.00	-	80.00	-			
Administrative	70-30	53001	70.00	-	70.00	-			
Administrative	70-30	53001	34.65	75.00	1,819.13	75.00	779.63		
Admin - offsite	70-30	53001	2.92	80.00	163.52	80.00	70.08		
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	75.00	-	75.00	-			
Data Processing/File Mgmt	70-30	53001	75.00	-	75.00	-			
Archiving		53001	0.330	70.00	23.10	0.330	70.00	23.10	
Admin - Annual Reporting		53001	70.00	-	70.00	-			
Admin - Annual Reporting		53001	0.17	75.00	12.75	0.25	75.00	18.75	
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01	
Administration Reimbursables		53001	1,439.64	1.00	1,439.64	626.12	1.00	626.12	5,826.625
Bookkeeping		54022	70.00	-	70.00	-			
Bookkeeping		54022	9.39	75.00	704.25	7.74	75.00	580.50	
Audit Prep		54022	1.33	75.00	99.75	4.83	75.00	362.25	804.000
Meal Expense	70-30	54001	550.00	1.00	385.00	1.00	165.00	385.000	165.000
Project / WCA Reviews - Secre		53002	70.00	-	70.00	-			
Project / WCA Reviews - Admin		53002	3.25	75.00	243.75	0.50	75.00	37.50	
Project Reviews - File Mgmt		53002	70.00	-	70.00	-			
Project / WCA Reviews -Reimbursables		53002	33.28	1.00	33.28	6.96	1.00	6.96	277.030
Education - Admin	50-50	57008	70.00	-	70.00	-			
Education - Admin	50-50	57008	75.00	-	75.00	-			
Education - Admin - virtual	50-50	57008	1.00	80.00	40.00	80.00	40.00		
Website	50-50	57008	0.50	75.00	18.75	75.00	18.75		
Renew website domain, zoom	50-50	57008	1.00	-	1.00	-			
Education - Reimbursables	50-50	57007	1.55	1.00	1.55	1.55	1.00	1.55	60.300
Engineering Support - Admin		53004	34.65	75.00	2,598.75	75.00	-		
Engineering Support - Admin	70-30	53004	5.19	75.00	272.48	75.00	116.78		
Engineering Support - offsite	70-30	53004	1.50	80.00	84.00	80.00	36.00		
Engineering Support - Reimbursables		53004	74.90	1.00	74.90	29.74	1.00	29.74	3,030.125
								10,383.08	4,166.960

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

	2023 Budget	April	May	%age YTD	2023 YTD
REVENUE					
Application Fees	20,000			22.50	4,500.00
Member Assessments	156,200			100.00	156,200.00
Interest & Dividend Income	100	4,905.44		17,991.33	17,991.33
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>					-
TOTAL REVENUE	176,300	4,905.44	-		206,191.33
EXPENSES					
ADMINISTRATION					
Administrative Services	32,000	4,089.85	2,771.93	35.64	11,404.95
Engineering Support	4,000	140.44	182.52	18.71	748.30
Project Reviews	1,500	5.74	44.46	12.81	192.11
ENGINEERING					
Administration	32,300	3,207.28	3,573.58	47.83	15,449.14
Grant Application Writing	0				-
Project Review	25,000	3,672.50	1,374.62	72.05	18,012.39
Highway 252/94 EIS Review			3,753.75		3,753.75
LEGAL					
Legal Services	5,000	159.67	503.67	21.63	1,081.67
MN DOT Scoping Project		537.50			537.50
MISCELLANEOUS					
Bookkeeping	3,400	262.50	942.75	60.99	2,073.75
Audit	6,500			0.00	-
Insurance & Bonding	3,000			0.00	-
Meeting Expense	3,000	121.20	165.00	47.85	1,435.56
PROJECTS					
Outfall and Stream Monitoring	24,600	213.00		2.42	595.00
Annual Monitoring Report	7,500	2,681.91	2,376.16	109.93	8,244.95
Water Quality Education					
Education	17,000	1,720.43	1,230.30	48.46	8,238.86
WMWA General Programs	5,000	3,000.00		60.00	3,000.00
WMWA Implementation/Watershed Prep	6,500	6,000.00		92.31	6,000.00
Rain Garden Workshops	0				-
Education Grants	0				-
Management Plan/Amendments	0				-
4th Generation Plan 2023			21.50		213.73
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Grants</i>					-
<i>To (from) Reserves</i>					-
TOTAL OPERATING EXPENSE	176,300	25,812.02	16,940.24		80,981.66
CASH SUMMARY					
4M Fund Balance at 12/31/22					1,064,477.43
Plus Revenue Received to Date					245,106.28
Minus Claims Approved to Date					(121,653.60)
Minus Claims Presented Current Month					16,940.24
Fund Balance		1,221,810.59			1,204,870.35

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

Claims Presented	General Ledger Acct No.	April	May		
					Total
Kennedy & Graven					525.17
Legal - General	52001		503.67		
Legal - MnDOT Scoping Project	52020				
Legal - 4th Gen Plan	52008		21.50		
Stantec					12,248.11
General Engineering	51001		3,573.58		
Project Reviews	51002		1,374.62		
Highway 252/94 EIS Review	51001		3,753.75		
4th Generation Plan	51008				
Legal Boundary Update (4th Gen Plan)	51008				
Education Program	57008		1,170.00		
Stream and Outfall Monitoring	58011				
Annual Water Monitoring Report	58002		2,376.16		
Intensive BMPs	57011				
Judie Anderson's Secretarial Service					4,166.96
Administration	53001		2,771.93		
Bookkeeping / Audit Prep	54002		942.75		
Project Review Support	53002		44.46		
Meeting Expense - Previous Mo. Meal	54001		165.00		
Education Programs	57008		60.30		
Engineering Support	53004		182.52		
Engineering Support - 4th Gen Plan	53008				
Total Claims					16,940.24

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300

41-1225694

April 20, 2023

Statement No. 174041

West Mississippi Watershed Management Commission

JASS - Watershed Administrators
3235 Fernbrook Lane
Plymouth, MN 55447

Through March 31, 2023

WE405-00001	General	503.67
WE405-00006	JPA Update Project	21.50

Total Current Billing: 525.17

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

Signature of Claimant

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

West Mississippi Watershed

March 31, 2023

WE405-00001 General

Through March 31, 2023

For All Legal Services As Follows:

			Hours	Amount
3/2/2023	TJG	Call with Todd S regarding required city sign off on applications; review standards and follow up email to Todd regarding same	0.30	64.50
3/9/2023	TJG	Review and respond to email from Judy regarding appointment of members; prepare for, travel to, and attend meeting	2.00	430.00
Total Services:			\$	494.50

For All Disbursements As Follows:

3/9/2023	Troy J. Gilchrist - Mileage	9.17
Total Disbursements:		\$ 9.17

Total Services and Disbursements: \$ 503.67

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

West Mississippi Watershed

March 31, 2023

WE405-00006 JPA Update Project

4th Generation Plan

Through March 31, 2023

For All Legal Services As Follows:

Hours Amount

3/6/2023	TJG	Review note from alternate commissioner about lack of authority in JPA to have advisory committee	0.10	21.50
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Total Services: \$ 21.50

Total Services and Disbursements: \$ 21.50



INVOICE

Invoice Number 2074179
Invoice Date April 28, 2023
Purchase Order —
Customer Number 165866
Project Number 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

Project	West Mississippi WMC Services		
Project Manager	Shoemaker, Todd E	Contract Upset	81,900.00
Current Invoice Total (USD)	8,701.95	Amount Billed to Date For Period Ending	37,810.28 April 21, 2023

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

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	12.00	195.00	2,340.00
Shoemaker, Todd E	5.50	220.00	1,210.00
Subtotal Professional Services	<u>17.50</u>		<u>3,550.00</u>

Disbursements

Direct - Vehicle (mileage)	23.58
Subtotal Disbursements	<u>23.58</u>

Low Task Subtotal **General Engineering** 3,573.58

Low Task 2023.002.04 **WM2023-02 Tessman Ridge**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	1.50	127.00	190.50
Shoemaker, Todd E	3.25	220.00	715.00
Subtotal Professional Services	<u>4.75</u>		<u>905.50</u>

Disbursements

Direct - Printing	1.62
Subtotal Disbursements	<u>1.62</u>

Low Task Subtotal **WM2023-02 Tessman Ridge** 907.12



INVOICE

Invoice Number	2074179
Invoice Date	April 28, 2023
Purchase Order	
Customer Number	165866
Project Number	227705634

Low Task 2023.002.97 Highway 252/94 EIS Review

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Thompson, Kathleen Anne (Katy)	19.25	195.00	3,753.75
Subtotal Professional Services		<u>19.25</u>		<u>3,753.75</u>

Low Task Subtotal Highway 252/94 EIS Review 3,753.75

Low Task 2023.002.99 WCA

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Kaster, Anthony R (Tony)	2.50	187.00	467.50
Subtotal Professional Services		<u>2.50</u>		<u>467.50</u>

Low Task Subtotal WCA 467.50

Top Task Subtotal 2023 Technical Services 8,701.95

Total Fees & Disbursements	<u>8,701.95</u>
INVOICE TOTAL (USD)	8,701.95

Due upon receipt or in accordance with terms of the contract



INVOICE

Invoice Number 2074178
 Invoice Date April 28, 2023
 Purchase Order --
 Customer Number 165842
 Project Number 227705633

Low Task Subtotal **CAMP Monitoring** 532.00

Low Task 2023.008 Annual Monitoring Report

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Krautmann, Kurt Thompson	21.00	127.00	2,667.00
	Stone, Alicia L (Ali)	11.00	133.00	1,463.00
	Kemmitt, Kathrine Lee (Katie)	16.50	142.00	2,343.00
	Wilkinson, Anne A	3.75	142.00	532.50
	Spector, Diane F	1.00	195.00	195.00
	Subtotal Professional Services	<u>53.25</u>		<u>7,200.50</u>

SC - 4,824.34
 WM - 2,376.16

Low Task Subtotal **Annual Monitoring Report** 7,200.50

Low Task 2023.009.01 General Education Program

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Spector, Diane F	12.00	195.00	2,340.00
	Subtotal Professional Services	<u>12.00</u>		<u>2,340.00</u>

SC - 1,170.00
 WM - 1,170.00

Low Task Subtotal **General Education Program** 2,340.00

Low Task 2023.009.02 WMTA

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Spector, Diane F	3.00	195.00	585.00
	Subtotal Professional Services	<u>3.00</u>		<u>585.00</u>

Low Task Subtotal **WMTA** 585.00

Top Task Subtotal 2023 Technical Services 29,985.96

Total Fees & Disbursements 29,985.96
INVOICE TOTAL (USD) 29,985.96

Due upon receipt or in accordance with terms of the contract

To: Shingle Creek WMO Commissioners
From: Diane Spector
Date: May 8, 2023
Subject: Reallocating Maintenance Funding

**Recommended
Commission Action**

By motion authorize the reallocation of unspent project funds as noted to the Maintenance Account.

As the JASS staff and auditor are working through the Commission's 2022 year-end numbers, there are some old projects that need to be cleaned up. We have two recommendations below.

1. When the Twin Lake Carp Management project concluded a few years ago, there were unspent levy funds left over that were retained and designated to be used for ongoing opportunistic carp removals from Ryan Creek and to perform maintenance on the carp barrier at France Avenue. As of the end of 2022, there was \$3,149.21 left over. Staff recommends that you authorize reallocation of those unspent funds to the new Maintenance Account.
2. Similarly, when the Biochar Filters project concluded there was unspent levy set aside for any ongoing maintenance needs. As of the end of 2022, there was \$3,902.37 left over. Staff recommends that you authorize reallocation of those unspent funds to the new Maintenance Account.

While both these project balances will show up on the 2022 audit as Restricted Project Funds, this action will be reflected in the 2023 accounting and audit.

To: Shingle Creek/West Mississippi WMO Commissioners

From: Todd Shoemaker PE
Diane Spector
Katie Kemmitt

Date: 5/8/2023

Subject: Curly-leaf pondweed herbicide treatment in Bass and Meadow Lakes.

**Recommended
Commission Action**

No action required. Quotes are presented for information.

Stantec requested herbicide application quotes from three local applicators for curly-leaf pondweed (CLP) control. Herbicide applications on both lakes are planned management under the Bass Lake Alum Treatment project and the Meadow Lake Drawdown project. Quotes to treat 21.3 acres on Bass and 5.9 acres on Meadow were received from one applicator and are summarized below and attached.

Bass Lake

<i>Applicator</i>	<i>Quote</i>
LimnoPro	Declined – requires prepayment
Lake Management	Declined to answer
PLM	\$3,738

Meadow Lake

<i>Applicator</i>	<i>Quote</i>
LimnoPro	Declined – requires prepayment
Lake Management	Declined to answer
PLM	\$300.52

Stantec has worked with PLM before with good outcomes and will begin scheduling treatment on both lakes. The WMC’s attorney will review the contracts with PLM ahead of application.

PLM Lake and Land Management Corp.

Midwest Division
Tel. 1-866-687-5253
Office. 1-218-270-3338



CLP Treatment Estimate

Lake Name:	Bass Lake-Hennepin County
Target Species:	Curly Leaf Pondweed
Product:	Diquat

Site	Area (Acres)	Depth (ft)	Rate (Gal/Acre)	Price/Gal	Units (Gal)	Site Estimate
1	5.16	5.95	2	\$100.00	10.32	\$1,032.00
2	13.5	5.76	2	\$100.00	27	\$2,700.00
3	0.04	3	1.5	\$100.00	0.06	\$6.00
18.7 Acres				TOTAL:	37.38	\$3,738.00

Signature:	Date:
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Sincerely,

Patrick Selter
Vice President
PLM Lake and Land Management Corp.
Midwest Division – Shakopee, MN

PLM Lake and Land Management Corp.

Midwest Division
Tel. 1-866-687-5253
Office. 1-218-270-3338



CLP Treatment Estimate

Lake Name:	Meadow
Target Species:	Curlyleaf Pondweed
Product:	Semera (Flumi)

Site	Area (Acres)	Depth (ft)	Rate	Price/lb	Units (lbs)	Site Estimate
1	6.01	1.56	75	\$80.00	3.7	\$292.52
Fuel Surcharge						\$8.00

6.01 Acres	TOTAL:	3.656484	\$300.52
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Signature:	Date:
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Sincerely,

Patrick Selter
Vice President
PLM Lake and Land Management Corp.
Midwest Division – Shakopee, MN

To: Shingle Creek/West Mississippi/Elm Creek WMO Commissioners
From: Diane Spector
Date: May 9, 2023
Subject: Education and Outreach Update

**Recommended
Commission Action**

For information.

The West Metro Water Alliance (WMWA) met on May 9 for its regular monthly meeting.

Education and Outreach Coordinator

Some of the WMWA representatives assisted Hennepin County in the interview process for the shared Education and Outreach Coordinator. An offer has been extended and accepted, and the new coordinator plans to start June 5. The first month or so will be mainly learning and networking, but we will have the new person attend one of the Commission meetings in the next few months.

Hennepin County Chloride Initiative (HCCI)

The grant supporting development of the various chloride management tools by the Hennepin County Chloride Initiative (HCCI) ran out at the end of 2022, and that specific work is complete. The representatives of the 11 Hennepin County watersheds and the several cities and agencies that participated were interested in continuing to meet to share information and further roll out the Low Salt No Salt campaign. The WMWA group agreed that facilitating additional meetings, perhaps quarterly, would be an appropriate task for the new Education and Outreach Coordinator. The Steering Committee will plan for one to two meetings prior to the snow and ice season.

Watershed PREP

Jessica, the PREP educator, is winding down classroom lessons for the spring semester, with several schools scheduled for the last few weeks of the school year. She has also worked with some middle schools to offer the Watershed Game (see [The Watershed Game | Minnesota Sea Grant \(umn.edu\)](https://www.umn.edu/sea-grant/watershed-game)), a fun and hands-on large-format board game about pollution prevention, best management practices, plans, and policies to decrease water pollution while balancing financial resources. She will also be attending several outreach events this summer, so if there is an event or festival with tabling or hands-on opportunities, contact Amy at JASS to find about the educators' availability (amy@jass.biz).

Some of the MPRB naturalists based at the North Mississippi Regional Park Kroening Nature Center observed one of Jessica's classroom lessons and are interested in learning more about how they can integrate learning about watersheds into the programming at Kroening.