

## Shingle Creek Watershed Management Commission Treasurer's Report

	2024 Budget	April	May	%age YTD	2024 YTD
<b>REVENUE</b>					
Application Fees	15,000			16.67	2,500.00
Member Assessments	370,000			100.00	370,000.00
Interest and Dividends	20,000	13,301.74		257.30	51,460.56
Miscellaneous Income					-
<b>TOTAL OPERATING REVENUE</b>	<b>405,000</b>	<b>13,301.74</b>	<b>-</b>		<b>423,960.56</b>
<b>EXPENSE</b>					
<b>ADMINISTRATION</b>					
Administrative Services	70,000	5,514.29	5,671.78	30.46	21,322.19
Engineering Support	15,000	747.95	563.29	22.67	3,401.10
Project Reviews	1,500		29.66	5.17	77.53
<b>ENGINEERING</b>					
General Engineering	80,000	9,898.00	8,268.50	41.03	32,827.01
Grant Application Writing	12,000	1,780.50	3,075.00	54.13	6,495.50
Project Reviews/WCA	35,000	4,462.50	10,118.60	44.22	15,475.35
Highway 252/94 EIS Review					-
Blue Line Extension		210.00			3,197.00
TMDL 5 Year Reviews	5,000			-	-
<b>LEGAL - Legal Services</b>	<b>6,000</b>	<b>391.21</b>	<b>787.50</b>	<b>28.04</b>	<b>1,682.42</b>
MnDOT Scoping Project					-
Blue Line Extension					-
JPA Update			135.00		135.00
<b>MISCELLANEOUS</b>					
Bookkeeping	8,000	753.75	1,362.75	36.28	2,902.50
Audit	7,500			-	-
Insurance & Bonding	3,200			-	-
Meeting Expense	6,000	292.94	320.20	66.33	3,980.08
<b>PROGRAMS</b>					
Stream Monitoring	36,000	1,182.00	142.86	8.17	2,940.68
Stream Monitoring (USGS)	4,200			-	-
Lake Monitoring	30,000	386.50	99.75	1.62	486.25
Citizen Assisted Lake Monitoring (CAMP)	5,000	78.00		1.56	78.00
Volunteer Stream Monitoring (River Watch)	2,000			-	-
Annual Monitoring Report	16,500	5,191.83	6,597.83	99.79	16,466.09
<b>Water Quality Education</b>					
Education Program	24,000	1,354.56	1,503.60	23.88	5,730.40
WMWA General (SC Share)	3,000			100.00	3,000.00
WMWA Impl/WS Prep (SC Share)	8,500			94.12	8,000.00
Management Plan/Amendments	1,000				-
Subwatershed BMP Assessment	0				-
Contribution to 5th Generation Plan	0				-
<i>To/From Reserves</i>	<i>25,600</i>				
<b>TOTAL OPERATING EXPENSE</b>	<b>405,000</b>	<b>32,244.03</b>	<b>38,676.32</b>		<b>128,197.10</b>
<b>OPERATING SURPLUS OR (DEFICIT)</b>					<b>295,763.46</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

	2024 Budget	April	May	%age YTD	2024 YTD
<b>GRANTS AND CAPITAL PROJECTS</b>					
<b>REVENUE</b>					
Transfer to (from) Grants		-	-		-
Transfer to (from) CIPs					-
Transfer to (from) Closed Projects Account					-
<b>TOTAL GRANT &amp; CIP REVENUE</b>		<b>-</b>	<b>-</b>		<b>-</b>
<b>EXPENSE</b>					
SC Trail Feasibility Study		2,107.25	764.75		4,345.25
Brookdale Pk SC Remeander Feasibility Stud		7,155.50	596.75		10,413.00
Gauke Pond SWA Amendment					-
Eagle Lake SWA					-
Transfer to (from) Grants		1,921.00			1,921.00
Transfer to (from) CIPs		210.00	7,370.40		7,580.40
Transfer to (from) City Cost Share Fund					-
Transfer to (from) Partnership BMP Cost Share Fund					-
Transfer to (from) Closed Projects Account		175.00			175.00
<b>TOTAL GRANT &amp; CIP EXPENSE</b>		<b>11,568.75</b>	<b>8,731.90</b>		<b>24,434.65</b>
<b>WMWA</b>					
<b>REVENUE</b>					
WMWA Education - Partners					44,000.00
<b>EXPENSE</b>					
WMWA General Admin - Tech		1,096.52	721.28		3,243.44
WMWA Implementation					-
WMWA Educators					1,898.26
WMWA Rain Garden Workshops					-
<b>TOTAL WMWA EXPENSE</b>		<b>1,096.52</b>	<b>721.28</b>		<b>5,141.70</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/23</b>					<b>2,728,740.53</b>
<b>Plus Revenue Received to date</b>					<b>490,190.56</b>
<b>Minus Claims Approved to Date</b>					<b>(239,191.32)</b>
<b>Minus Claims Presented Current Month</b>					<b>38,676.32</b>
<b>4M Fund Balance</b>		<b>3,066,545.59</b>			<b>3,018,416.09</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

<b>Claims Presented</b>	General Ledger Acct No		<b>May 2024</b>		<b>Total</b>
Kennedy & Graven					<b>922.50</b>
Legal - General	52001		787.50		
Legal - JPA Update	52001		135.00		
PLM Lake & Land Mgt - Bass Lake CLP from Stantec	70836		2,773.95		<b>2,773.95</b>
General Engineering	51001		8,268.50		
Grant Writing	51005		3,075.00		
Project Reviews	51002		10,118.60		
Stream Monitoring	56004		142.86		
Lake Monitoring	56010		99.75		
CAMP	56002				
Education	57008		1,102.62		
Annual Water Monitoring Report	58002		6,597.83		
Crystal Lake Management Plan Grant	70732				
SC Trail Stabil.& Fishery Imp Feas.Study	58030		764.75		
Brookdale Park SC Remeander Feas.Study	58031		596.75		
Eagle and Pike Lakes Internal Load	58035				
Maintenance Fund CIP	70836		4,596.45		
Judie Anderson's Secretarial Service					<b>721.28</b>
WMWA General Expense	57009		721.28		
WMWA Educators/WS Prep	57011				
Judie Anderson's Secretarial Service					<b>8,348.66</b>
Administration	53001		5,671.78		
Project Review Support	53002		29.66		
Bookkeeping / Audit Prep	54002		1,362.75		
Meeting Expense	54001		320.20		
Education Programs	57008		400.98		
Engineering Support	53004		563.29		
<b>Total Claims</b>					<b>48,129.50</b>

## Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300

41-1225694

April 17, 2024

Statement No. 180881

Shingle Creek Watershed Management Commission

Judie Anderson

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447

Through March 31, 2024

SH220-00001	General	787.50
SH220-00031	JPA Update Project	135.00

**Total Current Billing:** 922.50

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 Gilchrist*

Signature of Claimant

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

Shingle Creek Watershed  
Judie Anderson

March 31, 2024

SH220-00001    General

Through March 31, 2024

For All Legal Services As Follows:

			Hours	Amount
3/12/2024	TJG	Review and revise draft herbicide agreement; email to Katie K regarding same; review and respond to email from Diane S regarding application of hearing process in JPA to a proposed project; continue work to revise the herbicide agreement based on company's prior contract	1.40	315.00
3/13/2024	TJG	Continue work on agreement for herbicide treatment; email same to Katie K for review; review email regarding public comment planned for meeting	0.40	90.00
3/14/2024	TJG	Prepare for, travel to, and attend meeting	1.70	382.50
<b>Total Services:</b>			<b>\$</b>	<b>787.50</b>
<b>Total Services and Disbursements:</b>			<b>\$</b>	<b>787.50</b>

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

Shingle Creek Watershed  
Judie Anderson

March 31, 2024

SH220-00031 JPA Update Project

Through March 31, 2024

For All Legal Services As Follows:

			Hours	Amount
3/31/2024	TJG	Continue work on updating JPA	0.60	135.00
			<b>Total Services:</b>	<b>\$ 135.00</b>

**Total Services and Disbursements: \$ 135.00**



**PLM Lake and Land Management Corp.**  
**Midwest Region**  
**P.O. Box 438**  
**Howard City, MI 49329**

# INVOICE

<b>Date:</b>	4/29/2024
<b>Invoice #:</b>	2002960

PHONE: 218-270-3338  
 FAX: 866-527-6399

EMAIL: [servicemw@plmcorp.net](mailto:servicemw@plmcorp.net)  
 WEBSITE: [www.plmcorp.net](http://www.plmcorp.net)

**Bill To Address**

Shingle Creek Watershed Management Commis  
 Judie Anderson  
 3235 Fernbrook Lane N  
 Plymouth, MN 55447

Quantity	Description	Rate	Amount
25.85	Diquat Treatment for CLP on Bass Lake	107.00	2,765.95
1	Fuel Surcharge	8.00	8.00
		<b>TOTAL</b>	<b>\$2,773.95</b>

There will be a \$25.00 fee charged for NSF checks.

PLEASE DETACH AND RETURN BOTTOM PORTION WITH PAYMENT

## REMITTANCE

<b>Bill To Address</b>	<b>Lake Address</b>
Shingle Creek Watershed Management Commis Judie Anderson 3235 Fernbrook Lane N Plymouth, MN 55447	

<b>Date:</b>	4/29/2024
<b>Invoice #:</b>	2002960
<b>Terms:</b>	NET 30
<b>Due Date:</b>	5/29/2024
<b>Balance Due:</b>	<b>\$2,773.95</b>

Please check box if address is incorrect or has changed and correct necessary changes.

**AMT ENCLOSED:**

To pay your invoice online please visit [www.plmcorp.com/payinvoiceonline](http://www.plmcorp.com/payinvoiceonline), or you may call 218-270-3338 to pay by phone. There will be a 4% card processing fee.



Midwest Region (S)

Invoice Number	2223526
Invoice Date	April 23, 2024
Purchase Order	-
Customer Number	165842
Project Number	227706654

**Bill To**

Shingle Creek Watershed Management Commission  
 Judie Anderson  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

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

<b>Project</b>	<b>Shingle Creek WMC 2024 Engineering Services</b>		
Project Manager	Shoemaker, Todd E	Contract Upset	297,012.75
Current Invoice Total (USD)	33,757.45	Amount Billed to Date	95,923.03
		For Period Ending	<b>April 19, 2024</b>

<b>Top Task</b>	<b>101</b>	<b>General Engineering</b>
<b>Low Task</b>	<b>101</b>	<b>General Engineering</b>

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	2.50	133.00	332.50
Kemmitt, Kathrine Lee (Katie)	10.25	156.00	1,599.00
Megow, Erik Robert	0.75	196.00	147.00
Spector, Diane F	6.25	205.00	1,281.25
Matthiesen, Edward Armin (Ed)	0.25	231.00	57.75
Shoemaker, Todd E	21.00	231.00	4,851.00
<b>Subtotal Professional Services</b>	<u>41.00</u>		<u>8,268.50</u>

Low Task Subtotal	<b>General Engineering</b>	8,268.50
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Top Task Subtotal	General Engineering	8,268.50
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<b>Top Task</b>	<b>102</b>	<b>Project Reviews/WCA</b>
<b>Low Task</b>	<b>102.001</b>	<b>General Project Reviews</b>

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Wavrin, Thomas	2.50	125.00	312.50
Clapp, Lucas W	4.00	140.00	560.00
Shoemaker, Todd E	2.75	231.00	635.25
<b>Subtotal Professional Services</b>	<u>9.25</u>		<u>1,507.75</u>

Low Task Subtotal	<b>General Project Reviews</b>	1,507.75
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<b>Low Task</b>	<b>102.003</b>	<b>24-01 Prudential Redevelopment</b>
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Professional Services



Invoice Number	2223526
Invoice Date	April 23, 2024
Purchase Order	--
Customer Number	165842
Project Number	227706654

Category/Employee		Current Hours	Rate	Current Amount
	Clapp, Lucas W	16.75	140.00	2,345.00
	Pesik, Joseph Richard (Joey)	8.50	140.00	1,190.00
	Shoemaker, Todd E	8.25	231.00	1,905.75
	<b>Subtotal Professional Services</b>	<u>33.50</u>		<u>5,440.75</u>

Low Task Subtotal **24-01 Prudential Redevelopment** 5,440.75

**Low Task 102.005 24-00 Shingle Creek Crossing Redevelopment**

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Clapp, Lucas W	14.25	140.00	1,995.00
	Matthiesen, Edward Armin (Ed)	0.25	231.00	57.75
	Shoemaker, Todd E	4.75	231.00	1,097.25
	<b>Subtotal Professional Services</b>	<u>19.25</u>		<u>3,150.00</u>

**Disbursements**

Direct - Vehicle (mileage)	20.10
<b>Subtotal Disbursements</b>	<u>20.10</u>

Low Task Subtotal **24-00 Shingle Creek Crossing Redevelopment** 3,170.10

Top Task Subtotal Project Reviews/WCA 10,118.60

**Top Task 103 Stream Monitoring**

**Low Task 103 Stream Monitoring**

**Disbursements**

Direct - Vehicle (mileage)	38.86
Direct - Testing & Lab Charges	104.00
<b>Subtotal Disbursements</b>	<u>142.86</u>

Low Task Subtotal **Stream Monitoring** 142.86

Top Task Subtotal Stream Monitoring 142.86

**Top Task 104 Lake Monitoring**

**Low Task 104 Lake Monitoring**

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Neumiller, Grace Catherine	0.75	133.00	99.75

**Invoice Number** 2223526  
**Invoice Date** April 23, 2024  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227706654

**Subtotal Professional Services** 0.75 99.75

Low Task Subtotal **Lake Monitoring** 99.75

Top Task Subtotal Lake Monitoring 99.75

**Top Task 106 Annual Monitoring Report**

**Low Task 106 Annual Monitoring Report**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	35.50	133.00	4,721.50
Stone, Alicia L (Ali)	17.25	140.00	2,415.00
Kemmitt, Kathrine Lee (Katie)	14.75	156.00	2,301.00
Spector, Diane F	2.00	205.00	410.00
<b>Subtotal Professional Services</b>	<u>69.50</u>		<u>9,847.50</u>

SC - 6,597.83

WM - 3,249.61

Low Task Subtotal **Annual Monitoring Report** 9,847.50

Top Task Subtotal Annual Monitoring Report 9,847.50

**Top Task 108 Grant Writing**

**Low Task 108 Grant Writing**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	13.75	205.00	2,818.75
Thompson, Kathleen Anne (Katy)	1.25	205.00	256.25
<b>Subtotal Professional Services</b>	<u>15.00</u>		<u>3,075.00</u>

Low Task Subtotal **Grant Writing** 3,075.00

Top Task Subtotal Grant Writing 3,075.00

**Top Task 109 Education & Outreach**

**Low Task 109 Education & Outreach**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	2.00	156.00	312.00
Spector, Diane F	9.00	205.00	1,845.00
<b>Subtotal Professional Services</b>	<u>11.00</u>		<u>2,157.00</u>

Invoice Number	2223526
Invoice Date	April 23, 2024
Purchase Order	--
Customer Number	165842
Project Number	227706654

Disbursements

SC - 1,102.62

WM - 1,102.62

Direct - Vehicle (mileage)	48.24
<b>Subtotal Disbursements</b>	<u>48.24</u>

Low Task Subtotal	<b>Education &amp; Outreach</b>	2,205.24
Top Task Subtotal	Education & Outreach	2,205.24
	<b>Total Fees &amp; Disbursements</b>	<u>33,757.45</u>
	<b>INVOICE TOTAL (USD)</b>	<b>33,757.45</b>

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

Invoice Number	2223505
Invoice Date	April 23, 2024
Purchase Order	--
Customer Number	165842
Project Number	227706842

**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>2024 Proposed Maintenance Fund Activities</b>		
Project Manager	Kemmitt, Katie	Contract Upset	11,864.60
Current Invoice Total (USD)	4,596.45	Amount Billed to Date	4,806.45
		For Period Ending	<b>April 19, 2024</b>

<b>Top Task</b>	<b>100</b>	<b>2024 Proposed Maintenance Fund</b>
<b>Low Task</b>	<b>100.001</b>	<b>Bass Lake CLP Mmgt</b>

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	11.00	133.00	1,463.00
Paquin, Timothy Joel (Tim)	14.25	133.00	1,895.25
Hyams, Aaron Robert	1.50	140.00	210.00
Kemmitt, Kathrine Lee (Katie)	3.75	156.00	585.00
<b>Subtotal Professional Services</b>	<u>30.50</u>		<u>4,153.25</u>

**Disbursements**

Usage - Vehicle	260.00
Direct - Vehicle	8.20
<b>Subtotal Disbursements</b>	<u>268.20</u>

Low Task Subtotal	<b>Bass Lake CLP Mmgt</b>	4,421.45
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<b>Low Task</b>	<b>100.002</b>	<b>France Ave Barrier</b>
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	1.25	140.00	175.00
<b>Subtotal Professional Services</b>	<u>1.25</u>		<u>175.00</u>

Low Task Subtotal	<b>France Ave Barrier</b>	175.00
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Top Task Subtotal	2024 Proposed Maintenance Fund	4,596.45
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<b>Total Fees &amp; Disbursements</b>	<u>4,596.45</u>
<b>INVOICE TOTAL (USD)</b>	<b>4,596.45</b>

<b>Invoice Number</b>	2223515
<b>Invoice Date</b>	April 23, 2024
<b>Purchase Order</b>	—
<b>Customer Number</b>	165842
<b>Project Number</b>	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

<b>Project</b>	<b>Shingle Creek Regional Trail Bank Stabilization &amp; Fishery Improvement Feasibility Study</b>		
Project Manager	Harding, Sarah Ellen	Contract Upset	25,000.00
Current Invoice Total (USD)	764.75	Amount Billed to Date	24,971.23
		For Period Ending	<b>April 19, 2024</b>

<b>Top Task</b>	<b>200</b>	<b>Professional Services</b>			
<b>Low Task</b>	<b>200.003</b>	<b>Preliminary Drawings of Selected Alternative</b>			
<b><u>Professional Services</u></b>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Harding, Sarah Ellen	3.50	169.00	591.50
		Matthiesen, Edward Armin (Ed)	0.25	231.00	57.75
		Shoemaker, Todd E	0.50	231.00	115.50
		<b>Subtotal Professional Services</b>	<u>4.25</u>		<u>764.75</u>
Low Task Subtotal	<b>Preliminary Drawings of Selected Alternative</b>				764.75
Top Task Subtotal	Professional Services				764.75
		<b>Total Fees &amp; Disbursements</b>			<u>764.75</u>
		<b>INVOICE TOTAL (USD)</b>			<b>764.75</b>

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

Invoice Number	2223514
Invoice Date	April 23, 2024
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

<b>Project</b>	<b>Brookdale Park Shingle Creek Remeander Feasibility Study</b>		
Project Manager	Harding, Sarah Ellen	Contract Upset	48,650.00
Current Invoice Total (USD)	596.75	Amount Billed to Date	48,610.09
		For Period Ending	<b>April 19, 2024</b>

<b>Top Task</b>	<b>200</b>	<b>Professional Services</b>			
<b>Low Task</b>	<b>200.002</b>	<b>Alternatives Evaluation and Basis of Design Memorandum</b>			
<u>Professional Services</u>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Harding, Sarah Ellen	1.75	169.00	295.75
		<b>Subtotal Professional Services</b>	<u>1.75</u>		<u>295.75</u>
Low Task Subtotal		<b>Alternatives Evaluation and Basis of Design Memorandum</b>			295.75

<b>Low Task</b>	<b>200.003</b>	<b>Preliminary Drawings of Selected Alternative</b>			
<u>Professional Services</u>					
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Pesik, Joseph Richard (Joey)	0.50	140.00	70.00
		Matthiesen, Edward Armin (Ed)	0.50	231.00	115.50
		Shoemaker, Todd E	0.50	231.00	115.50
		<b>Subtotal Professional Services</b>	<u>1.50</u>		<u>301.00</u>

Low Task Subtotal		<b>Preliminary Drawings of Selected Alternative</b>			301.00
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Top Task Subtotal		Professional Services			596.75
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<b>Total Fees &amp; Disbursements</b>					<u>596.75</u>
<b>INVOICE TOTAL (USD)</b>					<b>596.75</b>

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



Your Virtual Administrator

3235 Fernbrook Lane N  
 Plymouth MN 55447

Shingle Creek Watershed Management Commission  
 3235 Fernbrook Lane  
 Plymouth MN 55447

May 7, 2024

Re: 2024 WMWA General Expense and Watershed PREP

Description	Rate	Hours/ No.	Amount	Total
<b>General Expense</b>				
Administrative	75.00	5.30	397.50	
Administrative - website, Facebook, Twitter	75.00	0.75	56.25	
Offsite, WMWA meetings, Blue Thumb, Watershed Partners, Home Expo, Henn County, city events	80.00	1.83	146.40	
Website hosting, Godaddy renewal	1.00		-	
Reimbursables	1.00	121.13	121.13	
<b>Total General Expense</b>				<b>721.28</b>
<b>Watershed PREP</b>				
Administrative	75.00		-	
Offsite	80.00		-	
Reimbursables	1.00		-	
<b>Total Watershed PREP</b>				<b>-</b>
<b>Total this invoice</b>				<b>721.28</b>
<b>Partner Share</b>				<b>180.32</b>



3235 Fernbrook Lane  
Plymouth MN 55447

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

May 6, 2024

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	4.27	75.00	320.25	0.33	75.00	24.75		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001	23.10	75.00	1,212.75		75.00	519.75		
Administrative - Convene	50-50	53001	1.00	75.00	37.50		75.00	37.50		
Admin - offsite	70-30	53001	2.07	80.00	115.92		80.00	49.68		
Office Support	70-30	53001	24.50	75.00	1,286.25		75.00	551.25		
Data Processing/File Mgmt		53001	0.25	75.00	18.75		75.00	-		
Admin - Annual Reporting	50-50	53001	33.54	75.00	1,257.75		75.00	1,257.75		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Administration Reimbursables		53001	1,367.87	1.00	1,367.87	1,242.51	1.00	1,242.51	5,671.780	3,726.200
Bookkeeping		54022	17.37	75.00	1,302.75	8.41	75.00	630.75		
Bookkeeping Subscription		54022	1.00	60.00	60.00	1.00	60.00	60.00		
Audit Prep		54022		75.00	-	6.00	75.00	450.00	1,362.750	1,140.750
Meal Expense	70-30	54001	457.43	1.00	320.20		1.00	137.23	320.201	137.229
Project / WCA Reviews - Admin		53002	0.32	75.00	24.00		75.00	-		
Project / WCA Reviews -Reimbursables		53002	5.66	1.00	5.66		1.00	-	29.660	-
Education - Admin	50-50	57008		75.00	-		75.00			
Education - NPDES	50-50	57008	9.51	75.00	356.63		75.00	356.63		
Education Grant	50-50	57007		75.00	-		75.00			
Website	50-50	57008	0.92	75.00	34.50		75.00	34.50		
Renew website domain, zoom	50-50	57008		1.00	-		1.00			
Education - Reimbursables	50-50	57007	19.70	1.00	9.85		1.00	9.85	400.975	400.975
Engineering Support - Admin	70-30	53004	6.56	75.00	344.40		75.00	147.60		
Engineering Support - offsite	70-30	53004	3.10	80.00	173.60		80.00	74.40		
Engineering Support - Reimbursables		53004	64.70	1.00	45.29	19.05	1.00	19.41	563.290	241.410
									<b>8,348.66</b>	<b>5,646.564</b>



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

	2024 Budget	April	May	%age YTD	2024 YTD
<b>REVENUE</b>					
Application Fees	20,000			0.00	-
Member Assessments	160,000			100.00	160,000.00
Interest & Dividend Income	5,000	5,629.38		455.33	22,766.74
Miscellaneous Income					-
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Grants</i>					-
<i>To (From) Reserve</i>	8,000				-
<b>TOTAL REVENUE</b>	<b>193,000</b>	<b>5,629.38</b>	<b>-</b>		<b>182,766.74</b>
<b>EXPENSES</b>					
<b>ADMINISTRATION</b>					
Administrative Services	32,000	3,081.95	3,726.20	35.52	11,364.95
Engineering Support	4,000	320.55	241.41	36.44	1,457.62
Project Reviews	1,500			0.00	-
<b>ENGINEERING</b>					
General Engineering	35,000	1,884.49	2,500.02	33.14	11,598.84
Grant Application Writing	500				-
Project Review	30,000	392.00	851.50	9.25	2,774.75
Highway 252/94 EIS Review					-
<b>LEGAL</b>					
Legal Services	5,000	391.21	382.50	24.20	1,209.92
JPA Update			135.00		135.00
<b>MISCELLANEOUS</b>					
Bookkeeping	4,000	429.00	1,140.75	53.27	2,130.75
Audit	6,500			0.00	-
Insurance & Bonding	3,000			0.00	-
Meeting Expense	3,000	125.55	137.23	56.86	1,705.75
<b>PROJECTS</b>					
Outfall and Stream Monitoring	24,000			0.33	78.00
Annual Monitoring Report	8,000	2,557.17	3,249.67	101.38	8,110.16
<b>Water Quality Education</b>					
Education	24,000	1,354.56	1,503.60	23.88	5,730.40
WMWA General Programs	3,000			100.00	3,000.00
WMWA Implementation/Watershed Prep	8,500			94.12	8,000.00
Management Plan/Amendments	1,000				-
<i>Transfer to (from) CIPs</i>					-
<i>Transfer to (from) Grants</i>					-
<i>To (from) Reserves</i>					-
<b>TOTAL OPERATING EXPENSE</b>	<b>193,000</b>	<b>10,536.48</b>	<b>13,867.88</b>		<b>57,296.14</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/23</b>					<b>1,314,028.04</b>
<b>Plus Revenue Received to Date</b>					<b>183,283.62</b>
<b>Minus Claims Approved to Date</b>					<b>(222,982.31)</b>
<b>Minus Claims Presented Current Month</b>					<b>13,867.88</b>
<b>4M Fund Balance</b>		<b>1,302,065.11</b>			<b>1,288,197.23</b>

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

<b>Claims Presented</b>	General Ledger Acct No.	May 2024		
				<b>Total</b>
Kennedy & Graven				<b>517.50</b>
Legal - General	52001	382.50		
Legal - JPA Update	52001	135.00		
Stantec				<b>7,703.81</b>
General Engineering	51001	2,500.02		
Project Reviews	51002	851.50		
Education Program	57008	1,102.62		
Stream and Outfall Monitoring	58011			
Annual Water Monitoring Report	58002	3,249.67		
Judie Anderson's Secretarial Service				<b>5,646.57</b>
Administration	53001	3,726.20		
Bookkeeping / Audit Prep	54002	1,140.75		
Meeting Expense - Previous Mo. Meal	54001	137.23		
Education Programs	57008	400.98		
Engineering Support	53004	241.41		
<b>Total Claims</b>				<b>13,867.88</b>

## Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

(612) 337-9300

41-1225694

April 17, 2024

Statement No. 180891

West Mississippi Watershed Management Commission

JASS - Watershed Administrators  
3235 Fernbrook Lane  
Plymouth, MN 55447

Through March 31, 2024

WE405-00001	General	382.50
WE405-00006	JPA Update Project	135.00

**Total Current Billing:** 517.50

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 Gilchrist*

67FB5C8F0F29444

Signature of Claimant

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

West Mississippi Watershed

March 31, 2024

WE405-00001 General

Through March 31, 2024

For All Legal Services As Follows:

			Hours	Amount
3/14/2024	TJG	Prepare for, travel to, and attend meeting	1.70	382.50
			<b>Total Services:</b>	<b>\$ 382.50</b>
			<b>Total Services and Disbursements:</b>	<b>\$ 382.50</b>

**Kennedy & Graven, Chartered**

150 South Fifth Street, Suite 700  
Minneapolis, MN 55402

West Mississippi Watershed

March 31, 2024

WE405-00006 JPA Update Project

Through March 31, 2024

For All Legal Services As Follows:

			Hours	Amount
3/31/2024	TJG	Continue to work on JPA	0.60	135.00

**Total Services: \$ 135.00**

**Total Services and Disbursements: \$ 135.00**

Invoice Number	2223525
Invoice Date	April 23, 2024
Purchase Order	-
Customer Number	165866
Project Number	227706622

**Bill To**

West Mississippi Watershed Management Commission  
 Judie Anderson  
 3235 Fernbrook Lane  
 Plymouth MN 55447  
 United States

**Please Remit To**

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

<b>Project</b>	<b>West Mississippi WMC 2024 Engineering Services</b>		
Project Manager	Shoemaker, Todd E	Contract Upset	89,000.00
Current Invoice Total (USD)	3,351.52	Amount Billed to Date	14,451.59
		For Period Ending	<b>April 19, 2024</b>

<b>Top Task</b>	<b>1000</b>	<b>General Engineering</b>
<b>Low Task</b>	<b>1000</b>	<b>General Engineering</b>

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	0.75	140.00	105.00
Kemmitt, Kathrine Lee (Katie)	3.75	156.00	585.00
Spector, Diane F	3.50	205.00	717.50
Shoemaker, Todd E	4.50	231.00	1,039.50
<b>Subtotal Professional Services</b>	<u>12.50</u>		<u>2,447.00</u>

**Disbursements**

Direct - Printing	4.78
Direct - Vehicle (mileage)	48.24
<b>Subtotal Disbursements</b>	<u>53.02</u>

Low Task Subtotal	<b>General Engineering</b>	2,500.02
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Top Task Subtotal	General Engineering	2,500.02
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<b>Top Task</b>	<b>2024</b>	<b>Project Reviews/WCA</b>
<b>Low Task</b>	<b>2024.001</b>	<b>General Project Reviews</b>

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Wavrin, Thomas	2.50	125.00	312.50
<b>Subtotal Professional Services</b>	<u>2.50</u>		<u>312.50</u>

Low Task Subtotal	<b>General Project Reviews</b>	312.50
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<b>Low Task</b>	<b>2024.002</b>	<b>WCA</b>
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INVOICE

Invoice Number	2223525
Invoice Date	April 23, 2024
Purchase Order	--
Customer Number	165866
Project Number	227706622

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Kaster, Anthony R (Tony)	2.75	196.00	539.00
	<b>Subtotal Professional Services</b>	<u>2.75</u>		<u>539.00</u>

Low Task Subtotal	<b>WCA</b>			539.00
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Top Task Subtotal	Project Reviews/WCA			851.50
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	<b>Total Fees &amp; Disbursements</b>			<u>3,351.52</u>
	<b>INVOICE TOTAL (USD)</b>			<b>3,351.52</b>

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

**Invoice Number** 2223526  
**Invoice Date** April 23, 2024  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227706654

**Subtotal Professional Services**      0.75      99.75

Low Task Subtotal      **Lake Monitoring**      99.75

Top Task Subtotal      Lake Monitoring      99.75

**Top Task**      **106**      **Annual Monitoring Report**  
**Low Task**      **106**      **Annual Monitoring Report**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	35.50	133.00	4,721.50
Stone, Alicia L (Ali)	17.25	140.00	2,415.00
Kemmitt, Kathrine Lee (Katie)	14.75	156.00	2,301.00
Spector, Diane F	2.00	205.00	410.00
<b>Subtotal Professional Services</b>	<u>69.50</u>		<u>9,847.50</u>

SC - 6,597.83

WM - 3,249.67

Low Task Subtotal      **Annual Monitoring Report**      9,847.50

Top Task Subtotal      Annual Monitoring Report      9,847.50

**Top Task**      **108**      **Grant Writing**  
**Low Task**      **108**      **Grant Writing**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	13.75	205.00	2,818.75
Thompson, Kathleen Anne (Katy)	1.25	205.00	256.25
<b>Subtotal Professional Services</b>	<u>15.00</u>		<u>3,075.00</u>

Low Task Subtotal      **Grant Writing**      3,075.00

Top Task Subtotal      Grant Writing      3,075.00

**Top Task**      **109**      **Education & Outreach**  
**Low Task**      **109**      **Education & Outreach**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	2.00	156.00	312.00
Spector, Diane F	9.00	205.00	1,845.00
<b>Subtotal Professional Services</b>	<u>11.00</u>		<u>2,157.00</u>



Invoice Number	2223526
Invoice Date	April 23, 2024
Purchase Order	--
Customer Number	165842
Project Number	227706654

**Disbursements**

SC - 1,102.62

WM - 1,102.62

Direct - Vehicle (mileage)	48.24
<b>Subtotal Disbursements</b>	<u>48.24</u>

Low Task Subtotal	<b>Education &amp; Outreach</b>	2,205.24
Top Task Subtotal	Education & Outreach	2,205.24
	<b>Total Fees &amp; Disbursements</b>	<u>33,757.45</u>
	<b>INVOICE TOTAL (USD)</b>	<b>33,757.45</b>

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

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3235 Fernbrook Lane  
Plymouth MN 55447

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

May 6, 2024

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	4.27	75.00	320.25	0.33	75.00	24.75		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001	23.10	75.00	1,212.75		75.00	519.75		
Administrative - Convene	50-50	53001	1.00	75.00	37.50		75.00	37.50		
Admin - offsite	70-30	53001	2.07	80.00	115.92		80.00	49.68		
Office Support	70-30	53001	24.50	75.00	1,286.25		75.00	551.25		
Data Processing/File Mgmt		53001	0.25	75.00	18.75		75.00	-		
Admin - Annual Reporting	50-50	53001	33.54	75.00	1,257.75		75.00	1,257.75		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Administration Reimbursables		53001	1,367.87	1.00	1,367.87	1,242.51	1.00	1,242.51	5,671.780	3,726.200
Bookkeeping		54022	17.37	75.00	1,302.75	8.41	75.00	630.75		
Bookkeeping Subscription		54022	1.00	60.00	60.00	1.00	60.00	60.00		
Audit Prep		54022		75.00	-	6.00	75.00	450.00	1,362.750	1,140.750
Meal Expense	70-30	54001	457.43	1.00	320.20		1.00	137.23	320.201	137.229
Project / WCA Reviews - Admin		53002	0.32	75.00	24.00		75.00	-		
Project / WCA Reviews -Reimbursables		53002	5.66	1.00	5.66		1.00	-	29.660	-
Education - Admin	50-50	57008		75.00	-		75.00			
Education - NPDES	50-50	57008	9.51	75.00	356.63		75.00	356.63		
Education Grant	50-50	57007		75.00	-		75.00			
Website	50-50	57008	0.92	75.00	34.50		75.00	34.50		
Renew website domain, zoom	50-50	57008		1.00	-		1.00			
Education - Reimbursables	50-50	57007	19.70	1.00	9.85		1.00	9.85	400.975	400.975
Engineering Support - Admin	70-30	53004	6.56	75.00	344.40		75.00	147.60		
Engineering Support - offsite	70-30	53004	3.10	80.00	173.60		80.00	74.40		
Engineering Support - Reimbursables		53004	64.70	1.00	45.29	19.05	1.00	19.41	563.290	241.410
									<b>8,348.66</b>	<b>5,646.564</b>