

## Shingle Creek Watershed Management Commission Treasurer's Report

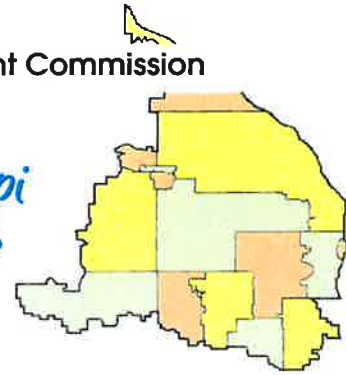
	2025 Budget	August	September	%age YTD	2025 YTD
<b>REVENUE</b>					
Application Fees	15,000			78.00	11,700.00
Member Assessments	372,000			100.00	372,000.00
Interest and Dividends	20,000	15,987.86		602.36	120,472.04
Miscellaneous Income					-
<b>TOTAL OPERATING REVENUE</b>	<b>407,000</b>	<b>15,987.86</b>	<b>-</b>		<b>504,172.04</b>
<b>EXPENSE</b>					
<b>ADMINISTRATION</b>					
Administrative Services	70,000	5,549.80	5,367.94	68.83	48,182.81
Engineering Support	15,000	761.74	957.24	53.60	8,040.13
Project Reviews	1,200	255.53	90.13	67.38	808.50
<b>ENGINEERING</b>					
General Engineering	87,000	6,158.47	7,123.66	68.88	59,922.24
Grant Application Writing	12,000	1,375.75	500.00	60.85	7,301.50
Project Reviews/WCA	37,500	5,463.00	7,547.80	64.24	24,090.55
Blue Line Extension		3,036.50	3,039.15		7,958.90
TMDL 5 Year Reviews	5,000	876.00	1,630.00	94.97	4,748.25
LEGAL - Legal Services	6,500	480.50	574.50	54.64	3,551.50
JPA Update					94.00
<b>MISCELLANEOUS</b>					
Bookkeeping	10,500	487.50	337.37	97.72	10,260.27
Audit	7,500	6,500.00		86.67	6,500.00
Insurance & Bonding	3,400			96.68	3,287.00
Meeting Expense	6,500	249.10	345.02	79.96	5,197.53
<b>PROGRAMS</b>					
Stream Monitoring	36,000	6,323.81	5,579.20	93.68	33,723.90
Stream Monitoring (USGS)	4,200	3,800.00		90.48	3,800.00
Lake Monitoring	28,000	3,615.05	7,290.47	89.50	25,059.37
Citizen Assisted Lake Monitoring (CAMP)	6,500	593.25	278.00	45.26	2,942.00
Annual Monitoring Report	18,100	0.13	2,044.50	86.34	15,627.90
<b>Water Quality Education</b>					
Education Program	24,000	707.38	2,011.62	23.73	5,694.56
WMWA (SC Share)	17,000			-	-
Management Plan/Amendments	500			-	-
Subwatershed BMP Assessment	0			-	-
Contribution to 5th Generation Plan	10,000			-	-
To/From Reserves	600			-	-
<b>TOTAL OPERATING EXPENSE</b>	<b>407,000</b>	<b>46,233.51</b>	<b>44,716.60</b>	68.01	<b>276,790.91</b>
<b>OPERATING SURPLUS OR (DEFICIT)</b>					<b>227,381.13</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

	2025 Budget	August	September	%age YTD	2025 YTD
<b>GRANTS AND CAPITAL PROJECTS</b>					
<b>REVENUE</b>					
Transfer to (from) Grants					149,708.00
Transfer to (from) CIPs					670,587.84
Transfer to (from) Closed Projects Account					-
<b>TOTAL GRANT &amp; CIP REVENUE</b>		-	-		<b>820,295.84</b>
<b>EXPENSE</b>					
					-
					-
					-
					-
Transfer to (from) Grants		2,319.00	85,259.02		424,208.59
Transfer to (from) CIPs		626.50			88,951.44
Transfer to (from) City Cost Share Fund					-
Transfer to (from) Partnership BMP Cost Share Fund					-
Transfer to (from) Closed Projects Account		35,671.75	27,905.25		106,778.52
<b>TOTAL GRANT &amp; CIP EXPENSE</b>		<b>38,617.25</b>	<b>113,164.27</b>		<b>619,938.55</b>
<b>WMWA</b>					
<b>REVENUE</b>					
WMWA Education - Partners					45,000.00
<b>EXPENSE</b>					
WMWA General Admin - Tech		1,527.28	1,599.24		10,944.74
WMWA Implementation					-
WMWA Educators		1,202.22	818.25		14,337.23
<b>TOTAL WMWA EXPENSE</b>		<b>2,729.50</b>	<b>2,417.49</b>		<b>25,281.97</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/24</b>					<b>3,991,208.16</b>
<b>Plus Revenue Received to date</b>					<b>1,373,625.42</b>
<b>Minus Claims Approved to Date</b>					<b>(1,261,894.51)</b>
<b>Minus Claims Presented Current Month</b>					<b>160,298.36</b>
<b>4M Fund Balance</b>		<b>4,423,535.79</b>			<b>4,263,237.43</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	September 2025	Total
City of New Hope - Brine Making Equipment			<b>50,000.00</b>
from Watershed-Based Funding Grant	70743	45,454.00	
from Closed Projects Account	58008	4,546.00	
WSB - 2025 Crystal Lake Carp Mgt...	70743	19,247.91	<b>19,247.91</b>
Joanna Sorenson - WMWA Educator			<b>818.25</b>
WMWA Ed Services	57011	776.25	
WMWA Ed Reimbursement	57012	42.00	
WMWA Special Projects	57010		-
Stantec			<b>81,855.89</b>
General Engineering	51001	7,123.66	
Grant Writing	51005	500.00	
Project Reviews	51002	7,547.80	
Blue Line Extension	51009	3,039.15	
TMDL 5-Year Reviews	56011	1,630.00	
Stream Monitoring	56004	5,579.20	
Lake Monitoring	56010	7,290.47	
CAMP	56002	278.00	
Education	57008	1,926.75	
Education - WMWA	57009	980.00	
Annual Water Monitoring Report	58002	2,044.50	
Meadow Lake Mgt Plan Phase 2 Grant	70739	1,972.50	
Crystal Lake Management Plan Grant	70732	13,036.61	
Eagle and Pike Lakes Internal Load	58035	9,849.10	
Joint Chloride Mgmt Plan (BWSR AIG)	70744	5,548.00	
Twin Lakes CLP Mgmt (25 Prop Maint Fund)	70844	2,495.25	
Ryan Creek Carp Barrier Maint (25 Prop M	70844		
Twin Lakes SWA	58023	11,014.90	
Bass Creek Feasibility Study	58028		
Town Law Center			<b>574.50</b>
Legal - General	52001	574.50	
Legal - JPA Update	52001		
Judie Anderson's Secretarial Service			<b>619.24</b>
WMWA General Expense	57009	619.24	
Judie Anderson's Secretarial Service			<b>7,182.57</b>
Administration	53001	5,367.94	
Project Review Support	53002	68.25	
Project Review - Blue Line	53002	21.88	
Bookkeeping / Audit Prep	54002	337.37	
Meeting Expense	54001	345.02	
Education Programs	57008	84.87	
Engineering Support	53004	957.24	
Engineering Support - CIP General	53004		
<b>Total Claims</b>			<b>160,298.36</b>



3235 Fernbrook Lane N • Plymouth, MN 55447  
 Tel: 763.553.1144 • Fax: 763.553.9326  
 Email: [judie@jass.biz](mailto:judie@jass.biz) • Website: [www.shinglecreek.org](http://www.shinglecreek.org)

**Shingle Creek and West Mississippi Watershed Management Commissions  
 Cost Share Program Final Request for Reimbursement**

Project Name:           New Hope Brine Production System          

Lead City:                   New Hope                  

Contact Person:           Nick Macklem – Stormwater Specialist/Project Coordinator          

Estimated Project Cost	\$194,073.96
Estimated Commission Cost Share	\$50,000.00
Final Project Cost	\$194,073.96
Maximum Cost Share	\$50,000.00
Amount Requested	\$50,000.00
Difference	\$0.00

<b>Final Project Cost</b>	
Construction	\$194,073.96
Engineering	n/a
Professional Services	n/a
City Staff	n/a
Other*	n/a
TOTAL	\$194,073.96
	x 50%
Maximum Cost-Share	\$50,000.00

\*Explain

Please provide the following:

1. As-builts of features for which cost share is requested, and/or other information documenting that the project achieved the desired outcomes
2. Documentation of all project costs (can be a financial ledger report)

Submit documentation to Ed Matthiesen, [emathiesen@wenck.com](mailto:emathiesen@wenck.com). Direct questions regarding cost share program costs to Diane Spector, [dspector@wenck.com](mailto:dspector@wenck.com).

**To:** Shingle Creek WMO Commissioners  
**From:** Katie Kemmitt  
Diane Spector  
**Date:** September 4, 2025  
**Subject:** New Hope Project Reimbursement (WBIF project)

**Recommended Commission Action** Approve reimbursement of \$50,000 for the City of New Hope Brine Making Equipment.  
**Funding** \$45,454 from BWSR’s WBIF program, and \$4,545<sup>6</sup> as Commission match from the Closed Projects Account

*Background*

The Commission approved several Board of Water and Soil Resources (BWSR) Watershed Based Implementation Funding (WBIF) projects in 2024. One of the approved projects is reimbursing the City of New Hope \$50,000 for installation of new brine making equipment for winter road salting. The majority of the project reimbursement money comes from WBIF (\$45,454) and the remaining request is Commission match (\$4,545<sup>6</sup>) which the Commission elected to come from the Closed Projects Account.

The city provided the following information on the brine system:

*The City of New Hope's brine system is a VariTech fully automated brine production system. It has two double wall tanks with the capacity of up to 8500 gallons of brine. In addition to brine production, the system provides the opportunity to use other chemicals and give us an additional tool to clear ice at lower temperatures than salt brine alone. The system enables the city to pretreat roadways while lowering the total amount of salt needed to do the same amount of clearing.*

*Action*

The purchase and installation of the brine making equipment is complete and operational. The total project cost was \$194,073.96. Photos of the equipment are shown on the following page. The project is estimated to reduce the city’s winter salt use by 130 tons per season. The city has submitted documentation and a reimbursement request for \$50,000. **Staff has reviewed the request and it is recommended for approval.**



701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416



Shingle Creek and West Mississippi Management  
 Commissions  
 Attn: Katie Kemmitt  
 3235 Fernbrook Lane North  
 Plymouth, MN 55447

August 20, 2025  
 Project/Invoice: R-030878-000 - 1  
 Reviewed by: Anthony Havranek  
 Project Manager: Mary Newman

2025 Crystal Lake Carp Management Population Estimate and Box Net Removal  
**Professional Services from July 01, 2025 to July 31, 2025**

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Phase	001	Project Management			
Project Management					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
		Newman, Mary	.50	147.00	73.50
		Stalboerger, Grayson	1.00	117.00	117.00
		Totals	1.50		190.50
		<b>Total Labor</b>			<b>190.50</b>
				<b>Total this Task</b>	<b>\$190.50</b>
				<b>Total this Phase</b>	<b>\$190.50</b>

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Phase	002	Population Estimate			
Electrofish to Mark for M/R Estimate					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
		Carson, Phillip	33.00	137.00	4,521.00
		Craft, Kourtney	34.50	120.00	4,140.00
		Newman, Mary	8.00	147.00	1,176.00
		Totals	75.50		9,837.00
		<b>Total Labor</b>			<b>9,837.00</b>
				<b>Total this Task</b>	<b>\$9,837.00</b>

Record of Recaptured Carp per event

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
		Newman, Mary	1.50	147.00	220.50
		Totals	1.50		220.50
		<b>Total Labor</b>			<b>220.50</b>
				<b>Total this Task</b>	<b>\$220.50</b>
				<b>Total this Phase</b>	<b>\$10,057.50</b>

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Phase 003 Box Netting  
 Installation/Maintenance/Decon

	Hours	Rate	Amount	
Carson, Phillip	8.00	137.00	1,096.00	
Craft, Kourtney	8.00	120.00	960.00	
Newman, Mary	8.00	147.00	1,176.00	
Totals	24.00		3,232.00	
<b>Total Labor</b>				<b>3,232.00</b>
		<b>Total this Task</b>		<b>\$3,232.00</b>
		<b>Total this Phase</b>		<b>\$3,232.00</b>

Phase 004 Aging subset of carp  
Aging Subset of Carp

	Hours	Rate	Amount	
Carson, Phillip	5.00	137.00	685.00	
Craft, Kourtney	1.00	120.00	120.00	
Newman, Mary	.50	147.00	73.50	
Totals	6.50		878.50	
<b>Total Labor</b>				<b>878.50</b>
		<b>Total this Task</b>		<b>\$878.50</b>
		<b>Total this Phase</b>		<b>\$878.50</b>

Phase 005 Permitting and Reporting  
MN DNR Permit Aquisition and Reporting

	Hours	Rate	Amount	
Newman, Mary	2.00	147.00	294.00	
Totals	2.00		294.00	
<b>Total Labor</b>				<b>294.00</b>
		<b>Total this Task</b>		<b>\$294.00</b>
		<b>Total this Phase</b>		<b>\$294.00</b>

Phase EXP Expenses  
Expenses

**Reimbursable Expenses**

Equipment				
7/31/2025	Electrofishing Boat Rental Fee	1 Rental Fee @ \$750	750.00	
7/31/2025	Box Net Rental Fee	2 Rental Fee @ \$1,500	3,000.00	
Misc Reimbursable Expense				
6/16/2025	Newman, Mary	Biomark tags for Crystal	845.41	
	<b>Total Reimbursables</b>		<b>4,595.41</b>	<b>4,595.41</b>
		<b>Total this Task</b>		<b>\$4,595.41</b>

Project	R-030878-000	SHING - 2025 Crystal Lake Carp Managemen	Invoice	1
			<b>Total this Phase</b>	<b>\$4,595.41</b>
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		19,247.91	0.00	19,247.91
Limit				53,471.00
Remaining				34,223.09
			<b>Total this Invoice</b>	<b><u>\$19,247.91</u></b>

**INVOICE FROM**

Joanna Sorenson  
4560 Glacier Lane N  
Plymouth, MN 55446

**INVOICE TO**

West Metro Water Alliance  
3235 Fernbrook Lane  
Plymouth, MN 55447

**Invoice Date:** 8/31/2025

**Log of Services**

Date	Description	Hours	Extended (\$45/hr)	Mileage	Extended (0.70/mi)	Supplies/ Fees
8/12/2025	WMWA Meeting	2.00	90.00		-	-
			-		-	-
			-		-	-
			-		-	-
<b>Total - WMWA Meetings</b>			<b>\$ 90.00</b>		<b>\$ -</b>	<b>\$ -</b>
8/5/2025	Pick up bottles from Minnetonka	0.75	33.75	16.00	11.20	
8/5/2025	Prep for event	1.25	56.25		-	
8/7/2025	Lesson Development	1.50	67.50		-	
8/8/2025	Lesson Development	2.00	90.00		-	
8/19/2025	Teacher and school update list	1.00	45.00		-	
8/27/2025	Email teachers and schools	1.50	67.50		-	
8/28/2025	Minnetonka drop off bottles	0.75	33.75	16.00	11.20	
8/28/2025	Erosion lesson work	1.50	67.50		-	
			-		-	-
<b>Total - Program Development/Communication</b>			<b>\$ 461.25</b>		<b>\$ 22.40</b>	<b>\$ -</b>
8/5/2025	Corcoran Night to Unite	5.00	225.00	28.00	19.60	
			-		-	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
<b>Total - Classroom/Community Events</b>			<b>\$ 225.00</b>		<b>\$ 19.60</b>	<b>\$ -</b>
<b>Total:</b>		17.25	<b>\$ 776.25</b>	60.00	<b>\$ 42.00</b>	<b>\$ -</b>

**Invoice Total \$ 818.25**

FOR OFFICE USE ONLY

776.25	57011	WMWA Ed Regular Services
42.00	57012	WMWA Ed Reimbursed Expense
-	57010	Special Projects
<b>818.25</b>	<b>TOTAL</b>	



INVOICE

**Invoice Number** 2446934  
**Invoice Date** August 29, 2025  
**Purchase Order** 227707772  
**Customer Number** 165842  
**Project Number** 227707772

**Bill To**

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

**EFT/ACH Remit To (Preferred)**

Stantec Consulting Services Inc. (SCSI)  
 Bank of America  
 ABA No. : 111000012  
 Account No: 3752096026  
 Email Remittance: eft@stantec.com

**Alternative Remit To**

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

**Project 2025 Engineering Services- Shingle Creek**

Project Manager	Shoemaker, Todd E	Contract Upset	282,025.58
Current Invoice Total (USD)	40,873.28	Amount Billed to Date For Period Ending	189,775.22 <b>August 22, 2025</b>

**Top Task 101 General Engineering**

**Low Task 101 General Engineering**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	6.00	146.00	876.00
Spector, Diane F	3.75	200.00	750.00
Shoemaker, Todd E	24.75	221.00	5,469.75
<b>Subtotal Professional Services</b>	<u>34.50</u>		<u>7,095.75</u>

**Disbursements**

Direct - Printing	3.41
Direct - Vehicle (mileage)	24.50
<b>Subtotal Disbursements</b>	<u>27.91</u>

Low Task Subtotal **General Engineering** 7,123.66

Top Task Subtotal General Engineering 7,123.66

**Top Task 102 Grant Application Writing**

**Low Task 102 Grant Application Writing**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	2.50	200.00	500.00
<b>Subtotal Professional Services</b>	<u>2.50</u>		<u>500.00</u>

Low Task Subtotal **Grant Application Writing** 500.00

Top Task Subtotal Grant Application Writing 500.00

**Invoice Number** 2446934  
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**Project Number** 227707772

**Top Task** 103A **Project Reviews/WCA**  
**Low Task** 103A.01 **WCA**  
Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	7.75	189.00	1,464.75
<b>Subtotal Professional Services</b>	7.75		1,464.75

**Usages/Units**

Usage - Vehicle 2025-06-26	58.80
2025-06-27	40.60
<b>Usages/Units Subtotal</b>	99.40

Low Task Subtotal **WCA** 1,564.15

**Low Task** 2025.03 **Arbor Lakes Building 9**

**Usages/Units**

Usage - Vehicle Mileage Jul 22, 2025 42.00 @ \$.70 per Miles	29.40
<b>Usages/Units Subtotal</b>	29.40

Low Task Subtotal **Arbor Lakes Building 9** 29.40

**Low Task** 2025.05 **Lotus Pointe**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Trosper, Sophie A	1.75	139.00	243.25
Shoemaker, Todd E	1.00	221.00	221.00
<b>Subtotal Professional Services</b>	2.75		464.25

Low Task Subtotal **Lotus Pointe** 464.25

**Low Task** 2025.06 **Crystal Airport MIC**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Trosper, Sophie A	6.00	139.00	834.00
Shoemaker, Todd E	8.75	221.00	1,933.75

**Invoice Number** 2446934  
**Invoice Date** August 29, 2025  
**Purchase Order** 227707772  
**Customer Number** 165842  
**Project Number** 227707772

**Subtotal Professional Services** 14.75 2,767.75

Low Task Subtotal **Crystal Airport MIC** 2,767.75

**Low Task** 2025.07 **MCES 7015-C Interceptor Rehab**  
**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Trosper, Sophie A	0.50	139.00	69.50
Wochenske, Jordan	2.50	155.00	387.50
Shoemaker, Todd E	10.25	221.00	2,265.25
<b>Subtotal Professional Services</b>	<b>13.25</b>		<b>2,722.25</b>

Low Task Subtotal **MCES 7015-C Interceptor Rehab** 2,722.25

Top Task Subtotal **Project Reviews/WCA** 7,547.80

**Top Task** 104 **Blue Line Extension**  
**Low Task** 104 **Blue Line Extension**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Doerr, Sylvia M	16.50	146.00	2,409.00
Shoemaker, Todd E	2.75	221.00	607.75
<b>Subtotal Professional Services</b>	<b>19.25</b>		<b>3,016.75</b>

**Usages/Units**

Usage - Vehicle  
 2025-07-02 22.40

**Usages/Units Subtotal** 22.40

Low Task Subtotal **Blue Line Extension** 3,039.15

Top Task Subtotal **Blue Line Extension** 3,039.15

**Top Task** 105 **TMDL 5 Year Reviews**  
**Low Task** 105 **TMDL 5 Year Reviews**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	10.00	163.00	1,630.00
<b>Subtotal Professional Services</b>	<b>10.00</b>		<b>1,630.00</b>

**Invoice Number** 2446934  
**Invoice Date** August 29, 2025  
**Purchase Order** 227707772  
**Customer Number** 165842  
**Project Number** 227707772

Low Task Subtotal	<b>TMDL 5 Year Reviews</b>	1,630.00
Top Task Subtotal	TMDL 5 Year Reviews	1,630.00

**Top Task** 106 **Stream Monitoring**  
**Low Task** 106 **Stream Monitoring**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	7.50	139.00	1,042.50
Clapp, Lucas W	4.00	146.00	584.00
Doerr, Sylvia M	5.75	146.00	839.50
Neumiller, Grace Catherine	11.25	146.00	1,642.50
Kemmitt, Kathrine Lee (Katie)	0.75	163.00	122.25
<b>Subtotal Professional Services</b>	<u>29.25</u>		<u>4,230.75</u>

**Disbursements**

Direct - Printing	0.25
Direct - Vehicle (mileage)	16.10
Direct - Other Direct Expenses	648.10
Direct - Testing & Lab Charges	684.00
<b>Subtotal Disbursements</b>	<u>1,348.45</u>

Low Task Subtotal	<b>Stream Monitoring</b>	5,579.20
Top Task Subtotal	Stream Monitoring	5,579.20

**Top Task** 107 **Lake Monitoring**  
**Low Task** 107 **Lake Monitoring**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	13.50	139.00	1,876.50
Russin, Emma	5.00	139.00	695.00
Trosper, Sophie A	8.50	139.00	1,181.50
Clapp, Lucas W	6.50	146.00	949.00
Frett, Michael W	3.00	146.00	438.00
Neumiller, Grace Catherine	0.50	146.00	73.00
Olson, Anthony A	6.00	155.00	930.00
Kemmitt, Kathrine Lee (Katie)	0.25	163.00	40.75
Houed, Katherine Elizabeth (Kathy)	0.50	176.00	88.00
<b>Subtotal Professional Services</b>	<u>43.75</u>		<u>6,271.75</u>

<b>Invoice Number</b>	2446934
<b>Invoice Date</b>	August 29, 2025
<b>Purchase Order</b>	227707772
<b>Customer Number</b>	165842
<b>Project Number</b>	227707772

**Usages/Units**

Usage - Vehicle 2025-07-17	12.60
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<b>Usages/Units Subtotal</b>	12.60
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**Disbursements**

Direct - Printing	0.63
Direct - Field Supplies	6.49
Direct - Other Direct Expenses	771.00
Direct - Testing & Lab Charges	228.00

<b>Subtotal Disbursements</b>	1,006.12
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Low Task Subtotal	<b>Lake Monitoring</b>	7,290.47
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Top Task Subtotal	Lake Monitoring	7,290.47
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<b>Top Task</b>	<b>108</b>	<b>CAMP</b>
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<b>Low Task</b>	<b>108</b>	<b>CAMP</b>
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**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	2.00	139.00	278.00
<b>Subtotal Professional Services</b>	2.00		278.00

Low Task Subtotal	<b>CAMP</b>	278.00
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Top Task Subtotal	CAMP	278.00
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<b>Top Task</b>	<b>109</b>	<b>Annual Monitoring Report</b>
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<b>Low Task</b>	<b>109</b>	<b>Annual Monitoring Report</b>
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**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	5.50	139.00	764.50
Clapp, Lucas W	1.00	146.00	146.00
Neumiller, Grace Catherine	3.50	146.00	511.00
Kemmitt, Kathrine Lee (Katie)	10.00	163.00	1,630.00
<b>Subtotal Professional Services</b>	20.00		3,051.50

SC - 2,044.50  
WM - 1,007.00

Low Task Subtotal	<b>Annual Monitoring Report</b>	3,051.50
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**Invoice Number** 2446391  
**Invoice Date** August 29, 2025  
**Purchase Order** 227707772  
**Customer Number** 165842  
**Project Number** 227707772

Low Task Subtotal **Annual Monitoring Report** 3,051.50  
 Top Task Subtotal Annual Monitoring Report 3,051.50

**Top Task 110A Education Program**

**Low Task 110A.01 WMWA**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	5.00	146.00	730.00
Spector, Diane F	1.25	200.00	250.00
<b>Subtotal Professional Services</b>	<b>6.25</b>		<b>980.00</b>

Low Task Subtotal **WMWA** 980.00

**Low Task 110A.02 General Education**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	14.75	146.00	2,153.50
Spector, Diane F	8.50	200.00	1,700.00
<b>Subtotal Professional Services</b>	<b>23.25</b>		<b>3,853.50</b>

*SC 1,926.75*  
*WM 1,926.75*

Low Task Subtotal **General Education** 3,853.50

Top Task Subtotal Education Program 4,833.50

**Total Fees & Disbursements** 40,591.38  
**INVOICE TOTAL (USD)** **40,591.38**

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

Stantec will not change our banking information. If you receive a request noting our banking information has changed,  
 please contact your Stantec Project Manager



INVOICE

**Invoice Number** 2446946  
**Invoice Date** August 29, 2025  
**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

**EFT/ACH Remit To (Preferred)**

Stantec Consulting Services Inc. (SCSI)  
 Bank of America  
 ABA No. : 111000012  
 Account No: 3752096026  
 Email Remittance: eff@stantec.com

**Alternative 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)	1,972.50	Amount Billed to Date For Period Ending	88,930.48 <b>August 22, 2025</b>

**Top Task** 100 **Professional Services**  
**Low Task** 100.102 **Monitoring and Data Gathering**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Russin, Emma	5.00	139.00	695.00
Clapp, Lucas W	8.75	146.00	1,277.50
<b>Subtotal Professional Services</b>	<b>13.75</b>		<b>1,972.50</b>

Low Task Subtotal	<b>Monitoring and Data Gathering</b>	1,972.50
Top Task Subtotal	Professional Services	1,972.50
<b>Total Fees &amp; Disbursements</b>		1,972.50
<b>INVOICE TOTAL (USD)</b>		<b>1,972.50</b>

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

**Stantec will not change our banking information. If you receive a request noting our banking information has changed,  
 please contact your Stantec Project Manager**



INVOICE

<b>Invoice Number</b>	2446954
<b>Invoice Date</b>	August 29, 2025
<b>Purchase Order</b>	--
<b>Customer Number</b>	165842
<b>Project Number</b>	227706845

**Bill To**

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

**EFT/ACH Remit To (Preferred)**

Stantec Consulting Services Inc. (SCSI)  
 Bank of America  
 ABA No. : 111000012  
 Account No: 3752096026  
 Email Remittance: eft@stantec.com

**Alternative Remit To**

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

<b>Project</b>	<b>Eagle and Pike Lakes Internal Load</b>			
	Project Manager	Kemmitt, Katie	Contract Upset	123,304.00
	Current Invoice Total (USD)	9,849.10	Amount Billed to Date For Period Ending	61,883.66 <b>August 22, 2025</b>

**Top Task 200 Phosphorus Monitoring**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	4.00	139.00	556.00
Frett, Michael W	3.00	146.00	438.00
Neumiller, Grace Catherine	12.50	146.00	1,825.00
Kemmitt, Kathrine Lee (Katie)	1.75	163.00	285.25
<b>Subtotal Professional Services</b>	<b>21.25</b>		<b>3,104.25</b>

**Usages/Units**

Usage - Equipment Charges		
Boat and Motor   crew: Katie kemmitt		165.00
Jul 7, 2025 1.00 @ \$165.00 per Day		
Meter - Multimeter (e.g., YSI)   crew: Katie kemmitt		200.00
Jul 7, 2025 1.00 @ \$200.00 per Day		
Sampler - Water (e.g., Van Dorn)   crew: Katie kemmitt		70.00
Jul 7, 2025 1.00 @ \$70.00 per Day		
Usage - Vehicle		
2025-07-17		11.90
<b>Usages/Units Subtotal</b>		<b>446.90</b>

**Disbursements**

Direct - Other Direct Expenses	829.20
<b>Subtotal Disbursements</b>	<b>829.20</b>

Top Task Subtotal Phosphorus Monitoring 4,380.35

**Top Task 300 SAV Surveys - 2 years**



INVOICE

Invoice Number	2446954
Invoice Date	August 29, 2025
Purchase Order	--
Customer Number	165842
Project Number	227706845

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Hembre, Kaitlyn Marie Elizabeth (Katie)	1.75	139.00	243.25
	Russin, Emma	11.00	139.00	1,529.00
	Trosper, Sophie A	6.00	139.00	834.00
	Clapp, Lucas W	12.75	146.00	1,861.50
	<b>Subtotal Professional Services</b>	<u>31.50</u>		<u>4,467.75</u>

Top Task Subtotal	SAV Surveys - 2 years	4,467.75
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**Top Task 400 AIS Delineations & Permitting - 5 years**

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Trosper, Sophie A	3.00	139.00	417.00
	Clapp, Lucas W	4.00	146.00	584.00
	<b>Subtotal Professional Services</b>	<u>7.00</u>		<u>1,001.00</u>

Top Task Subtotal	AIS Delineations & Permitting - 5 years	1,001.00
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<b>Total Fees &amp; Disbursements</b>	<u>9,849.10</u>
<b>INVOICE TOTAL (USD)</b>	<b>9,849.10</b>

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

**Stantec will not change our banking information. If you receive a request noting our banking information has changed, please contact your Stantec Project Manager**



INVOICE

**Invoice Number** 2445989  
**Invoice Date** August 29, 2025  
**Purchase Order** 227707837  
**Customer Number** 165842  
**Project Number** 227707837

**Bill To**

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

**EFT/ACH Remit To (Preferred)**

Stantec Consulting Services Inc. (SCSI)  
 Bank of America  
 ABA No. : 111000012  
 Account No: 3752096026  
 Email Remittance: eft@stantec.com

**Alternative Remit To**

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

**Project 2025 Proposed Maintenance Fund Activities**

Project Manager	Kemmitt, Katie	Contract Upset	9,933.00
Current Invoice Total (USD)	2,495.25	Amount Billed to Date For Period Ending	6,259.70 <b>August 22, 2025</b>

**Top Task 100 Twin Lakes CLP Management**

**Professional Services**

<b>Category/Employee</b>	<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
Hembre, Kaitlyn Marie Elizabeth (Katie)	10.25	139.00	1,424.75
Russin, Emma	3.50	139.00	486.50
Clapp, Lucas W	4.00	146.00	584.00
<b>Subtotal Professional Services</b>	<u>17.75</u>		<u>2,495.25</u>

Top Task Subtotal Twin Lakes CLP Management 2,495.25

**Total Fees & Disbursements** 2,495.25  
**INVOICE TOTAL (USD)** **2,495.25**

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

**Stantec will not change our banking information. If you receive a request noting our banking information has changed,  
 please contact your Stantec Project Manager**



INVOICE

**Invoice Number** 2445991  
**Invoice Date** August 29, 2025  
**Purchase Order** ~  
**Customer Number** 165842  
**Project Number** 227708194

**Bill To**

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

**EFT/ACH Remit To (Preferred)**

Stantec Consulting Services Inc. (SCSI)  
 Bank of America  
 ABA No. : 111000012  
 Account No: 3752096026  
 Email Remittance: eft@stantec.com

**Alternative Remit To**

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

**Project Crystal Lake Carp Management 2025**

Project Manager	Kemmitt, Katie	Contract Upset	17,440.00
Current Invoice Total (USD)	13,036.61	Amount Billed to Date	13,484.86
		For Period Ending	<b>August 22, 2025</b>

**Top Task 100 Crystal Lake Carp Management**

**Professional Services**

<b>Category/Employee</b>	<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
Russin, Emma	4.50	139.00	625.50
Trosper, Sophie A	6.50	139.00	903.50
Avidan, Kaitlyn M	6.00	146.00	876.00
Clapp, Lucas W	19.50	146.00	2,847.00
Doerr, Sylvia M	5.25	146.00	766.50
Neumiller, Grace Catherine	29.75	146.00	4,343.50
Kemmitt, Kathrine Lee (Katie)	9.75	163.00	1,589.25
Shoemaker, Todd E	3.00	241.00	723.00
<b>Subtotal Professional Services</b>	<u>84.25</u>		<u>12,674.25</u>

**Disbursements**

Direct - Field Supplies	225.51
Direct - Vehicle (mileage)	136.85
<b>Subtotal Disbursements</b>	<u>362.36</u>

Top Task Subtotal	Crystal Lake Carp Management	13,036.61
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<b>Total Fees &amp; Disbursements</b>	<u>13,036.61</u>
<b>INVOICE TOTAL (USD)</b>	<b>13,036.61</b>

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

**Stantec will not change our banking information. If you receive a request noting our banking information has changed, please contact your Stantec Project Manager**



INVOICE

**Invoice Number** 2445990  
**Invoice Date** August 29, 2025  
**Purchase Order** 227707838  
**Customer Number** 165842  
**Project Number** 227707838

**Bill To**

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

**EFT/ACH Remit To (Preferred)**

Stantec Consulting Services Inc. (SCSI)  
 Bank of America  
 ABA No. : 111000012  
 Account No: 3752096026  
 Email Remittance: eff@stantec.com

**Alternative Remit To**

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

**Project Shingle Creek: Joint Chloride Management Plan\_WO 25-01**

Project Manager	Kemmitt, Katie	Contract Upset	52,200.00
Current Invoice Total (USD)	5,548.00	Amount Billed to Date For Period Ending	10,177.00 <b>August 22, 2025</b>

**Top Task 100 Joint Chloride Management Plan**

**Professional Services**

<b>Category/Employee</b>	<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
Hembre, Kaitlyn Marie Elizabeth (Katie)	0.50	139.00	69.50
Frett, Michael W	31.50	146.00	4,599.00
Kemmitt, Kathrine Lee (Katie)	4.00	163.00	652.00
Spector, Diane F	0.50	214.00	107.00
Shoemaker, Todd E	0.50	241.00	120.50
<b>Subtotal Professional Services</b>	<u>37.00</u>		<u>5,548.00</u>

Top Task Subtotal Joint Chloride Management Plan 5,548.00

**Total Fees & Disbursements** 5,548.00  
**INVOICE TOTAL (USD)** **5,548.00**

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

**Stantec will not change our banking information. If you receive a request noting our banking information has changed,  
 please contact your Stantec Project Manager**



INVOICE

**Invoice Number** 2446087  
**Invoice Date** August 29, 2025  
**Purchase Order** -  
**Customer Number** 165842  
**Project Number** 227708089

<b>Bill To</b> Shingle Creek Watershed Management Commission Judie Anderson 3235 Fernbrook Lane Plymouth MN 55447 United States	<b><u>EFT/ACH Remit To (Preferred)</u></b> Stantec Consulting Services Inc. (SCSI) Bank of America ABA No. : 111000012 Account No: 3752096026 Email Remittance: eff@stantec.com	<b>Alternative Remit To</b> Stantec Consulting Services Inc. (SCSI) 13980 Collections Center Drive Chicago IL 60693 United States
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<b>Project Shingle Creek : Twin Lakes Subwatershed Assessment</b>			
Project Manager	Shoemaker, Todd E	Contract Upset	114,600.00
Current Invoice Total (USD)	11,014.90	Amount Billed to Date	30,501.10
		For Period Ending	<b>August 22, 2025</b>

<b>Top Task</b>	<b>200</b>	<b>Data Collection &amp; Review</b>		
<b>Low Task</b>	<b>200</b>	<b>Data Collection &amp; Review</b>		
<b><u>Professional Services</u></b>				
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>
		Frett, Michael W	1.75	146.00
			<b>Subtotal Professional Services</b>	<b>255.50</b>
Low Task Subtotal <b>Data Collection &amp; Review</b>				255.50
Top Task Subtotal <b>Data Collection &amp; Review</b>				255.50

<b>Top Task</b>	<b>300</b>	<b>External Load Update</b>		
<b>Low Task</b>	<b>300.1</b>	<b>Existing Conditions</b>		
<b><u>Professional Services</u></b>				
<b>Category/Employee</b>			<b>Current Hours</b>	<b>Rate</b>
		Clapp, Lucas W	25.50	146.00
		Shoemaker, Todd E	2.50	221.00
			<b>Subtotal Professional Services</b>	<b>4,275.50</b>

<b>Usages/Units</b>			
	Usage - Vehicle		
	2025-07-24		30.80
	2025-07-25		121.80
		<b>Usages/Units Subtotal</b>	<b>152.60</b>
Low Task Subtotal	<b>Existing Conditions</b>		4,428.10

<b>Invoice Number</b>	2446087
<b>Invoice Date</b>	August 29, 2025
<b>Purchase Order</b>	-
<b>Customer Number</b>	165842
<b>Project Number</b>	227708089

Top Task Subtotal	External Load Update	4,428.10
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<b>Top Task</b>	<b>400</b>	<b>Internal Load Evaluation &amp; Management</b>
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<b>Low Task</b>	<b>400.1</b>	<b>Collection &amp; Analysis of sediment cores</b>
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**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	11.00	139.00	1,529.00
Clapp, Lucas W	19.00	146.00	2,774.00
Lofton, Dendy D	1.50	189.00	283.50
<b>Subtotal Professional Services</b>	<b>31.50</b>		<b>4,586.50</b>

**Usages/Units**

Usage - Vehicle 2025-07-07	18.20
<b>Usages/Units Subtotal</b>	<b>18.20</b>

Low Task Subtotal	<b>Collection &amp; Analysis of sediment cores</b>	4,604.70
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Top Task Subtotal	Internal Load Evaluation & Management	4,604.70
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<b>Top Task</b>	<b>500</b>	<b>Fish Community Survey</b>
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<b>Low Task</b>	<b>500</b>	<b>Fish Community Survey</b>
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**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	2.50	139.00	347.50
Clapp, Lucas W	7.00	146.00	1,022.00
<b>Subtotal Professional Services</b>	<b>9.50</b>		<b>1,369.50</b>

**Usages/Units**

Usage - Equipment Charges	
Boat (with motor)   crew: Anna Varian	150.00
Jul 7, 2025 1.00 @ \$150.00 per Day	
Net - Trap   crew: Anna Varian	135.00
Jul 7, 2025 3.00 @ \$45.00 per Day	
Usage - Vehicle	
2025-07-07	18.20
2025-07-08	16.10
2025-07-09	15.40
2025-07-10	22.40



INVOICE

Invoice Number	2446087
Invoice Date	August 29, 2025
Purchase Order	
Customer Number	165842
Project Number	227708089

Usages/Units Subtotal	357.10
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Low Task Subtotal	<b>Fish Community Survey</b>	1,726.60
Top Task Subtotal	Fish Community Survey	1,726.60
<b>Total Fees &amp; Disbursements</b>		11,014.90
<b>INVOICE TOTAL (USD)</b>		<b>11,014.90</b>

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

**Stantec will not change our banking information. If you receive a request noting our banking information has changed, please contact your Stantec Project Manager**



September 02, 2025

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

Bill Period: 08-01-2025 - 08-31-2025

<b>Fees</b>	564.00
<b>Expenses</b>	10.50
<b>Total for this Bill</b>	574.50
<b>Previous Balance</b>	0.00
<b>Total Amount to Pay as of 09-02-2025</b>	574.50

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

September 02, 2025

**Bill Number: 831**

Bill Period: 08-01-2025 - 08-31-2025

**RE: General Matters**

General Matters

**General Matters**

**Time Details**

Date	Professional	Description	Hours	Rate	Amount
08-06-2025	Troy Gilchrist	Call from Diane S regarding WMWA and its operations	0.40	235.00	94.00
08-14-2025	Troy Gilchrist	Review amendment to Blue Line Agreement; email to Todd S regarding same; Prepare for, travel to, and attend meeting;	2.00	235.00	470.00
<b>Total</b>					564.00

**Time Summary**

Professional	Hours	Rate	Amount
Troy Gilchrist	2.40	235.00	564.00
<b>Total</b>			564.00

**Expenses**

Date	Professional	Description	Amount
08-14-2025	Troy Gilchrist	Mileage to attend meeting	10.50
<b>Total Expenses</b>			10.50

**Total for this Bill** 574.50

**Previous Balance** 0.00

**Total Amount to Pay as of 09-02-2025** 574.50

**Outstanding Balance as of 09-02-2025**

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
574.50	0.00	0.00	0.00	0.00	0.00	574.50





3235 Fernbrook Lane  
Plymouth MN 55447

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

September 8, 2025

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	16.20	87.50	1,417.50	6.20	87.50	542.50		
Admin - Offsite		53001		102.50	-		102.50	-		
Administrative	70-30	53001	30.87	87.50	1,890.79		87.50	810.34		
Admin - offsite	70-30	53001	2.85	102.50	204.49		102.50	87.64		
Office Support	70-30	53001	25.00	75.00	1,312.50		75.00	562.50		
Data Processing/File Mgmt		53001	0.44	87.50	38.50		87.50	-		
Data Processing/File Mgmt	70-30	53001		87.50	-		87.50	-		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Data E-Storage		53001	1.00	69.42	69.42	1.00	19.27	19.27		
Administration Reimbursables		53001	380.00	1.00	380.00	132.32	1.00	132.32	5,367.935	2,197.575
Bookkeeping		54022	3.17	87.50	277.38	1.87	87.50	163.63		
Bookkeeping Subscription		54022	1.00	60.00	60.00	1.00	60.00	60.00		
Sage Subscription		54022		784.40	-		784.40	-		
Audit Prep		54022		87.50	-		87.50	-	337.375	223.625
Meal Expense	70-30	54001	492.88	1.00	345.02		1.00	147.86	345.016	147.864
Project / WCA Reviews - Secre		53002		70.00	-		70.00	-		
Project / WCA Reviews - Admin		53002	0.75	87.50	65.63		87.50	-		
Project Reviews - File Mgmt		53002		70.00	-		70.00	-		
Project / WCA Reviews -Reimbursables		53002	2.62	1.00	2.62		1.00	-	68.245	-
Project Review/Blue Line		53002	0.25	87.50	21.88		87.50	-		
Project Review/Blue Line - copies	50-50	53002		0.12	-		0.12	-		
Project Review/Blue Line - color copy	50-50	53002		0.50	-		0.50	-		
Project Review/Blue Line - scans	50-50	53002		1.00	-		1.00	-		
Project / Blue Line - Postage	50-50	53002		1.25	-		1.25	-	21.875	0.00
Website	50-50	57008	1.94	87.50	84.88		87.50	84.88		
Renew website domain, zoom	50-50	57008		28.00	-		28.00	-		
Education - Reimbursables	50-50	57007		1.00	-		1.00	-	84.875	84.875
Engineering Support - Admin		53004		87.50	-		87.50	-		
Engineering Support - Admin	70-30	53004	11.67	87.50	714.79		87.50	306.34		
Engineering Support - Data Mgmt	70-30	53004		87.50	-		87.50	-		
Engineering Support - virtual/offsite	70-30	53004	2.53	102.50	181.53		102.50	77.80		
Engineering Support - Reimbursables		53004	60.93	1.00	60.93	26.11	1.00	26.11	957.245	410.245
									<b>7,182.57</b>	<b>3,064.184</b>

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

	2025 Budget	August	September	%age YTD	2025 YTD
<b>REVENUE</b>					
Application Fees	20,000			36.00	7,200.00
Member Assessments	160,000			100.00	160,000.00
Interest & Dividend Income	5,000	5,119.20		817.23	40,861.31
Miscellaneous Income					-
<i>Transfer to (from) CIPs</i>					54,356.08
<i>Transfer to (from) Grants</i>					-
<i>To (From) Reserve</i>	18,950				-
<b>TOTAL REVENUE</b>	<b>203,950</b>	<b>5,119.20</b>	<b>-</b>		<b>262,417.39</b>
<b>EXPENSES</b>					
<b>ADMINISTRATION</b>					
Administrative Services	32,000	2,500.32	2,197.57	65.36	20,914.51
Engineering Support	4,500	326.47	410.25	76.59	3,446.54
Project Reviews	1,000	99.84		53.70	537.01
<b>ENGINEERING</b>					
General Engineering	37,000	2,843.47	1,658.32	76.91	28,455.94
Grant Application Writing	0				-
Project Review	32,000	1,651.25	117.80	37.68	12,058.30
<b>LEGAL</b>					
Legal Services	5,500	370.50	438.00	51.65	2,841.00
JPA Update					157.50
<b>MISCELLANEOUS</b>					
Bookkeeping	4,700	258.25	223.63	103.62	4,870.29
Audit	6,500	4,900.00		75.38	4,900.00
Insurance & Bonding	3,100			93.10	2,886.00
Meeting Expense	3,250	106.76	147.86	68.54	2,227.52
<b>PROJECTS</b>					
Outfall and Stream Monitoring	24,000	2,788.25	95.20	65.37	15,688.70
Annual Monitoring Report	8,900		1,007.00	86.49	7,697.28
<b>Water Quality Education</b>					
Education	24,000	707.38	2,011.62	23.73	5,694.55
WMWA	17,000			88.24	15,000.00
Management Plan/Amendments	500				-
<i>Transfer to (from) CIPs</i>					50,000.00
<i>Transfer to (from) Grants</i>		1,200.25	5,063.00		22,013.50
<i>From SWA Assigned Funds</i>			4,243.25		24,335.75
<i>To (from) Reserves</i>					-
<b>TOTAL OPERATING EXPENSE</b>	<b>203,950</b>	<b>17,752.74</b>	<b>17,613.50</b>		<b>223,724.39</b>
<b>CASH SUMMARY</b>					
<b>4M Fund Balance at 12/31/24</b>					<b>1,386,586.36</b>
<b>Plus Revenue Received to Date</b>					<b>262,509.38</b>
<b>Minus Claims Approved to Date</b>					<b>(261,346.05)</b>
<b>Minus Claims Presented Current Month</b>					<b>17,613.50</b>
<b>4M Fund Balance</b>		<b>1,422,976.69</b>			<b>1,405,363.19</b>

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

<b>Claims Presented</b>	General Ledger Acct No.	September 2025		
				<b>Total</b>
Stantec				<b>14,111.32</b>
General Engineering	51001	1,658.32		
Project Reviews	51002	117.80		
Stream and Outfall Monitoring	58011	95.20		
Education Program	57008	1,926.75		
Annual Water Monitoring Report	58002	1,007.00		
Intensive BMPs	57011			
Miss Riverbank Stabilization Feasibility Study	70602	5,063.00		
TH 252 Area SWA	70501	4,243.25		
Town Law Center				<b>438.00</b>
Legal - General	52001	438.00		
Legal - JPA Update	52001			
Judie Anderson's Secretarial Service				<b>3,064.18</b>
Administration	53001	2,197.57		
Bookkeeping / Audit Prep	54002	223.63		
Project Review Support	53002			
Meeting Expense - Previous Mo. Meal	54001	147.86		
Education Programs	57008	84.87		
Engineering Support	53004	410.25		
Engineering Support - CIPs	53004			
<b>Total Claims</b>				<b>17,613.50</b>

<b>Invoice Number</b>	2363296
<b>Invoice Date</b>	March 6, 2025
<b>Purchase Order</b>	~
<b>Customer Number</b>	165866
<b>Project Number</b>	227707394

**Bill To**

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

**Please Remit To**

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

<b>Project</b>	<b>TH 252 Area Subwatershed Assessments</b>		
Project Manager	Shoemaker, Todd E	Contract Upset	45,900.00
Current Invoice Total (USD)	4,243.25	Amount Billed to Date	17,952.58
		For Period Ending	<b>February 21, 2025</b>

<b>Top Task</b>	<b>100</b>	<b>Area 1-BC Evergreen</b>
<b>Low Task</b>	<b>100.4</b>	<b>Conceptual Design</b>

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Burgstahler, Jacob C	2.25	189.00	425.25
Johnson, Benjamin R (Ben)	3.50	189.00	661.50
Sigtermans, Louis H	1.50	189.00	283.50
Shoemaker, Todd E	4.00	241.00	964.00
<b>Subtotal Professional Services</b>	<u>11.25</u>		<u>2,334.25</u>

Low Task Subtotal	<b>Conceptual Design</b>	2,334.25
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Top Task Subtotal	Area 1-BC Evergreen	2,334.25
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<b>Top Task</b>	<b>200</b>	<b>Area 2 - BP Meadowwood</b>
<b>Low Task</b>	<b>200.4</b>	<b>Conceptual Design</b>

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Johnson, Benjamin R (Ben)	3.50	189.00	661.50
Sigtermans, Louis H	1.50	189.00	283.50
Shoemaker, Todd E	4.00	241.00	964.00
<b>Subtotal Professional Services</b>	<u>9.00</u>		<u>1,909.00</u>

Low Task Subtotal	<b>Conceptual Design</b>	1,909.00
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Top Task Subtotal	Area 2 - BP Meadowwood	1,909.00
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<b>Total Fees &amp; Disbursements</b>	4,243.25
<b>INVOICE TOTAL (USD)</b>	<b>4,243.25</b>



<b>Invoice Number</b>	2446086
<b>Invoice Date</b>	August 29, 2025
<b>Purchase Order</b>	227707771
<b>Customer Number</b>	165866
<b>Project Number</b>	227707771

**Bill To**

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

**EFT/ACH Remit To (Preferred)**

Stantec Consulting Services Inc. (SCSI)  
 Bank of America  
 ABA No. : 111000012  
 Account No: 3752096026  
 Email Remittance: eft@stantec.com

**Alternative Remit To**

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

**Project 2025 Engineering Service- West Mississippi**

Project Manager	Shoemaker, Todd E	Contract Upset	72,484.12
Current Invoice Total (USD)	1,871.32	Amount Billed to Date For Period Ending	43,996.61 <b>August 22, 2025</b>

judie@jass.biz

<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
Hembre, Kaitlyn Marie Elizabeth (Katie)	1.00	139.00	139.00
Neumiller, Grace Catherine	3.50	146.00	511.00
Kemmitt, Kathrine Lee (Katie)	1.50	163.00	244.50
Spector, Diane F	0.50	200.00	100.00
Shoemaker, Todd E	3.00	221.00	663.00
<b>Subtotal Professional Services</b>	<u>9.50</u>		<u>1,657.50</u>

**Disbursements**

Direct - Printing	0.82
<b>Subtotal Disbursements</b>	<u>0.82</u>

Low Task Subtotal	<b>General Engineering</b>	1,658.32
Top Task Subtotal	General Engineering	1,658.32

<b>Top Task</b>	<b>102A</b>	<b>Project Reviews / WCA</b>
<b>Low Task</b>	<b>102A.01</b>	<b>General Project Review</b>

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Setnor, Lisa Marie	0.50	155.00	77.50
<b>Subtotal Professional Services</b>	<u>0.50</u>		<u>77.50</u>



INVOICE

Invoice Number	2446086
Invoice Date	August 29, 2025
Purchase Order	227707771
Customer Number	165866
Project Number	227707771

Low Task Subtotal	<b>General Project Review</b>	77.50
<b>Low Task</b>	<b>2025.02 Junction 610, Bldg 4</b>	

**Disbursements**

Direct - Other Direct Expenses	40.30
<b>Subtotal Disbursements</b>	<u>40.30</u>

Low Task Subtotal	<b>Junction 610, Bldg 4</b>	40.30
Top Task Subtotal	Project Reviews / WCA	117.80

<b>Top Task</b>	<b>103</b>	<b>Outfall &amp; Stream Monitoring</b>
<b>Low Task</b>	<b>103</b>	<b>Outfall &amp; Stream Monitoring</b>

**Disbursements**

Direct - Other Direct Expenses	95.20
<b>Subtotal Disbursements</b>	<u>95.20</u>

Low Task Subtotal	<b>Outfall &amp; Stream Monitoring</b>	95.20
Top Task Subtotal	Outfall & Stream Monitoring	95.20

<b>Total Fees &amp; Disbursements</b>	1,871.32
<b>INVOICE TOTAL (USD)</b>	<u><b>1,871.32</b></u>

**Net Due in 30 Days or in accordance with terms of the contract**  
**Stantec will not change our banking information. If you receive a request noting our banking information has changed,**  
**please contact your Stantec Project Manager**

Invoice Number	2446391
Invoice Date	August 29, 2025
Purchase Order	227707772
Customer Number	165842
Project Number	227707772

Low Task Subtotal	<b>Annual Monitoring Report</b>	3,051.50
Top Task Subtotal	Annual Monitoring Report	3,051.50

**Top Task 110A Education Program**

**Low Task 110A.01 WMWA**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	5.00	146.00	730.00
Spector, Diane F	1.25	200.00	250.00
<b>Subtotal Professional Services</b>	<u>6.25</u>		<u>980.00</u>

Low Task Subtotal	<b>WMWA</b>	980.00
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**Low Task 110A.02 General Education**

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	14.75	146.00	2,153.50
Spector, Diane F	8.50	200.00	1,700.00
<b>Subtotal Professional Services</b>	<u>23.25</u>		<u>3,853.50</u>

SC 1,926.75  
 WM 1,926.75

Low Task Subtotal	<b>General Education</b>	3,853.50
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Top Task Subtotal	Education Program	4,833.50
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<b>Total Fees &amp; Disbursements</b>	40,591.38
<b>INVOICE TOTAL (USD)</b>	<u><b>40,591.38</b></u>

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

**Stantec will not change our banking information. If you receive a request noting our banking information has changed, please contact your Stantec Project Manager**

<b>Invoice Number</b>	2446934
<b>Invoice Date</b>	August 29, 2025
<b>Purchase Order</b>	227707772
<b>Customer Number</b>	165842
<b>Project Number</b>	227707772

**Usages/Units**

Usage - Vehicle	
2025-07-17	12.60

<b>Usages/Units Subtotal</b>	12.60
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**Disbursements**

Direct - Printing	0.63
Direct - Field Supplies	6.49
Direct - Other Direct Expenses	771.00
Direct - Testing & Lab Charges	228.00

<b>Subtotal Disbursements</b>	1,006.12
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Low Task Subtotal	<b>Lake Monitoring</b>	7,290.47
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Top Task Subtotal	Lake Monitoring	7,290.47
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<b>Top Task</b>	<b>108</b>	<b>CAMP</b>
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<b>Low Task</b>	<b>108</b>	<b>CAMP</b>
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**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	2.00	139.00	278.00
<b>Subtotal Professional Services</b>	2.00		278.00

Low Task Subtotal	<b>CAMP</b>	278.00
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Top Task Subtotal	CAMP	278.00
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<b>Top Task</b>	<b>109</b>	<b>Annual Monitoring Report</b>
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<b>Low Task</b>	<b>109</b>	<b>Annual Monitoring Report</b>
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**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	5.50	139.00	764.50
Clapp, Lucas W	1.00	146.00	146.00
Neumiller, Grace Catherine	3.50	146.00	511.00
Kemmitt, Kathrine Lee (Katie)	10.00	163.00	1,630.00
<b>Subtotal Professional Services</b>	20.00		3,051.50

SC - 2,044.50  
 WM - 1,007.00

Low Task Subtotal	<b>Annual Monitoring Report</b>	3,051.50
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INVOICE

<b>Invoice Number</b>	2445314
<b>Invoice Date</b>	August 29, 2025
<b>Purchase Order</b>	--
<b>Customer Number</b>	165866
<b>Project Number</b>	227706216

<b>Bill To</b>	<b>EFT/ACH Remit To (Preferred)</b>	<b>Alternative Remit To</b>
West Mississippi Watershed Management Commission Accounts Payable 3235 Fernbrook Lane Plymouth MN 55447 United States	Stantec Consulting Services Inc. (SCSI) Bank of America ABA No. : 111000012 Account No: 3752096026 Email Remittance: eft@stantec.com	Stantec Consulting Services Inc. (SCSI) 13980 Collections Center Drive Chicago IL 60693 United States

<b>Project</b>	<b>Mississippi Riverbank Stabilization Feasibility Study</b>		
Project Manager	Megow, Erik Robert	Contract Upset	60,000.00
Current Invoice Total (USD)	5,063.00	Amount Billed to Date For Period Ending	37,783.80 <b>August 22, 2025</b>

<b>Top Task</b>	<b>100</b>	<b>Mississippi Riverbank Stabilization Feasibility Study</b>		
<b>Low Task</b>	<b>100.001</b>	<b>Data Collection &amp; Review</b>		
<b>Professional Services</b>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Schafermeyer, Benjamin L (Ben)	1.50	139.00	208.50
	<b>Subtotal Professional Services</b>	<u>1.50</u>		<u>208.50</u>
Low Task Subtotal	<b>Data Collection &amp; Review</b>			208.50

<b>Low Task</b>	<b>100.003</b>	<b>30% Preliminary Design of Selected Option</b>		
<b>Professional Services</b>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Wochenske, Jordan	17.50	155.00	2,712.50
	Megow, Erik Robert	10.50	204.00	2,142.00
	<b>Subtotal Professional Services</b>	<u>28.00</u>		<u>4,854.50</u>

Low Task Subtotal	<b>30% Preliminary Design of Selected Option</b>	4,854.50
Top Task Subtotal	Mississippi Riverbank Stabilization Feasibility Study	5,063.00
	<b>Total Fees &amp; Disbursements</b>	<u>5,063.00</u>
	<b>INVOICE TOTAL (USD)</b>	<b>5,063.00</b>

**Net Due in 30 Days or in accordance with terms of the contract**  
**Stantec will not change our banking information. If you receive a request noting our banking information has changed, please contact your Stantec Project Manager**



September 02, 2025

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

Bill Period: 08-01-2025 - 08-31-2025

<b>Fees</b>	427.50
<b>Expenses</b>	10.50
<b>Total for this Bill</b>	438.00
<b>Previous Balance</b>	0.00
<b>Total Amount to Pay as of 09-02-2025</b>	438.00



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

September 02, 2025

**Bill Number: 840**

Bill Period: 08-01-2025 - 08-31-2025

**RE: General Matters**

General Matters

**General Matters**

**Time Details**

Date	Professional	Description	Hours	Rate	Amount
08-14-2025	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.90	225.00	427.50
<b>Total</b>					427.50

**Time Summary**

Professional	Hours	Rate	Amount
Troy Gilchrist	1.90	225.00	427.50
<b>Total</b>			427.50

**Expenses**

Date	Professional	Description	Amount
08-14-2025	Troy Gilchrist	Mileage to attend meeting	10.50
<b>Total Expenses</b>			10.50

**Total for this Bill** 438.00

**Previous Balance** 0.00

**Total Amount to Pay as of 09-02-2025** 438.00

**Outstanding Balance as of 09-02-2025**

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
438.00	0.00	0.00	0.00	0.00	0.00	438.00



3235 Fernbrook Lane  
Plymouth MN 55447

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

September 8, 2025

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM	SC	WM	
Administrative		53001	16.20	87.50	1,417.50	6.20	87.50	542.50		
Admin - Offsite		53001		102.50	-		102.50	-		
Administrative	70-30	53001	30.87	87.50	1,890.79		87.50	810.34		
Admin - offsite	70-30	53001	2.85	102.50	204.49		102.50	87.64		
Office Support	70-30	53001	25.00	75.00	1,312.50		75.00	562.50		
Data Processing/File Mgmt		53001	0.44	87.50	38.50		87.50	-		
Data Processing/File Mgmt	70-30	53001		87.50	-		87.50	-		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Data E-Storage		53001	1.00	69.42	69.42	1.00	19.27	19.27		
Administration Reimbursables		53001	380.00	1.00	380.00	132.32	1.00	132.32	5,367.935	2,197.575
Bookkeeping		54022	3.17	87.50	277.38	1.87	87.50	163.63		
Bookkeeping Subscription		54022	1.00	60.00	60.00	1.00	60.00	60.00		
Sage Subscription		54022		784.40	-		784.40	-		
Audit Prep		54022		87.50	-		87.50	-	337,375	223,625
Meal Expense	70-30	54001	492.88	1.00	345.02		1.00	147.86	345,016	147,864
Project / WCA Reviews - Secre		53002		70.00	-		70.00	-		
Project / WCA Reviews - Admin		53002	0.75	87.50	65.63		87.50	-		
Project Reviews - File Mgmt		53002		70.00	-		70.00	-		
Project / WCA Reviews -Reimbursables		53002	2.62	1.00	2.62		1.00	-	68,245	-
Project Review/Blue Line		53002	0.25	87.50	21.88		87.50	-		
Project Review/Blue Line - copies	50-50	53002		0.12	-		0.12	-		
Project Review/Blue Line - color copy	50-50	53002		0.50	-		0.50	-		
Project Review/Blue Line - scans	50-50	53002		1.00	-		1.00	-		
Project / Blue Line - Postage	50-50	53002		1.25	-		1.25	-	21,875	0.00
Website	50-50	57008	1.94	87.50	84.88		87.50	84.88		
Renew website domain, zoom	50-50	57008		28.00	-		28.00	-		
Education - Reimbursables	50-50	57007		1.00	-		1.00	-	84,875	84,875
Engineering Support - Admin		53004		87.50	-		87.50	-		
Engineering Support - Admin	70-30	53004	11.67	87.50	714.79		87.50	306.34		
Engineering Support - Data Mgmt	70-30	53004		87.50	-		87.50	-		
Engineering Support - virtual/offsite	70-30	53004	2.53	102.50	181.53		102.50	77.80		
Engineering Support - Reimbursables		53004	60.93	1.00	60.93	26.11	1.00	26.11	957,245	410,245
									<b>7,182.57</b>	<b>3,064.184</b>

SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION

PROJECT REVIEW SC2025-06: Crystal Airport MIC

Owner: Metropolitan Airports Commission  
Address: 6040 S 28<sup>th</sup> Ave, 55450

Engineer: Tim Wegwerth  
Company: Short Elliot Hendrickson, Inc.  
Address: 3535 Vadnais Center Dr, 55110

Phone: (763) 490- 2059  
Email: twegwerth@sehinc.com

Purpose: Reconstruction of existing parking lot and taxi lanes on 6.8 acres.

Location: 5800 Crystal Airport Rd, 55429 (Figure 1).

- Exhibits:
1. Project review application and project review fee of \$2500, dated 6/16/2025, received 6/27/2025.
  2. Site plan, preliminary plat, grading (Figure 2), utility, erosion control, and landscaping plans dated 3/17/2025, received 9/2/2025
  3. Hydrologic calculations by Short Elliot Hendrickson, dated 9/5/2025, received 9/8/2025.
  4. Infiltration Test Report by Element, dated 12/15/2023, received 9/2/2025.

- Findings:
1. The proposed project is the reconstruction of an existing parking lot and taxi lanes. The site is 17.8 acres. Following development, the site will be 56% percent impervious with 10.2 acres of impervious surface (4.7 acres of which is new or reconstructed), a decrease of 0.2 acres.
  2. The complete project application was received on 7/17/2025. To comply with the 60-day review requirement, the Commission must approve or deny this project no later than the 9/11/2025 meeting. Sixty calendar-days expires on 9/15/2025.
  3. Commission rules require the site to infiltrate 1.1 inches of runoff from new impervious and reconstructed impervious area within 48 hours. The new and reconstructed impervious area on this site is 4.7 acres, requiring infiltration of 18,840 cubic feet within 48 hours. Approximately 0.5 acres of pavement will be milled and overlaid, which is exempt from Commission stormwater management rules. The applicant proposes three infiltration basins that have the capacity to infiltrate the required volume within 48 hours. Two of the infiltration basins (east infiltration basin and ditch) will be excavated as part of the project, and the third basin exists on site and alterations to this basin are not proposed. The applicant meets Commission volume control requirements from the volume provided by the east basin and ditch.

Table 1. Proposed volume retention through infiltration (ft<sup>3</sup>).

Volume Retention Required (ft <sup>3</sup> )	BMP	Volume Retention Provided (ft <sup>3</sup> )	1.1-inch Runoff (ft <sup>3</sup> )	2.5-inch Runoff (ft <sup>3</sup> )
18,840	East Infiltration Basin	9,164	3,178	7,224
	East Infiltration Ditch	12,274	7,606	17,287
Total		19,498		

4. To comply with the Commission’s water quality treatment requirement, the site must provide treatment so there is no net increase in TP or TSS from pre- to post-development land cover. Meeting the infiltration requirement is considered sufficient to provide a similar level of treatment. The infiltration basins provide sufficient abstraction volume. The applicant meets Commission water quality treatment requirements.
5. Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year, 24-hour, and 100-year, 10-day critical storm event. Most runoff from the site drains southeast to one of three infiltration basins via overland flow. A portion of the site drains northwest offsite. The applicant meets Commission rate control requirements (Table 2).

Table 2. Runoff from site (cfs).

Drainage Area	2-year event		10-year event		100-year event		100-year 10-day event	
	Pre-	Post-	Pre-	Post-	Pre-	Post-	Pre-	Post-
North	0.79	0.77	1.2	1.2	2.1	2.0	0.04	0.04
South	5.1	3.3	6.7	4.3	9.2	7.1	3.2	2.7

6. The erosion control plan includes perimeter silt fence, inlet protection, rip rap at inlets, construction rock entrance, perimeter protection around infiltration areas, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.
7. The National Wetlands Inventory does not identify any wetlands on site. The applicant meets Commission wetland requirements.
8. Wetland 639W is a Public Waters Wetland located on the northeast side of the site. The proposed work will not adversely impact or alter Wetland 639W. The applicant meets Commission Public Waters requirements.
9. The Shingle Creek PCSWMM model predicts the high water level for Wetland 639W is 858.9’. The building north of the east infiltration basin has a low floor and opening elevation of 868.9’, which is two feet above the 100-yr HWL of the basin (866.8’). The nearby building of the east infiltration ditch has a low floor and opening elevation of 867.6’ and the ditch has a HWL of 865.9’ (1.7’ freeboard). The project improves freeboard from the existing condition where the ditch HWL was

previously **867.13' (0.43')**. The applicant meets Commission floodplain requirements.

10. The site is not located in a Drinking Water Source Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.
11. The MAC prepared a Long-Term Comprehensive Plan for improvements at the Crystal Airport. This plan initiated a joint Federal Environmental Assessment / State Environmental Assessment Worksheet to study the environmental effects of the proposed improvements. As part of that process, the MAC hosted a public information meeting on October 30, 2018 at the Crystal Community Center. The proposed work was outlined in the Long-Term Comprehensive Plan. Commission public notice requirements have been met.
12. An Operations & Maintenance (O&M) plan was not provided.
13. A Project Review Fee of \$2500 has been received.

Recommendation: Approval subject to the following conditions:

- 1) Provide and Operations & Maintenance (O&M) plan for all stormwater facilities on the project site, or amend the one provided for the 2023 Crystal Airport Taxilane Rehabilitation and Service Roads project.
- 2) Demonstrate by double ring infiltrometer or witness test that the site can meet the design infiltration rate of 0.8 inches/hour.
- 3) Provide a construction detail for the Rain Guardian upstream of the east infiltration basin.

Stantec Inc.  
Engineers for the Commission

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Todd Shoemaker, P.E.

Date

Figure 1. Site location.

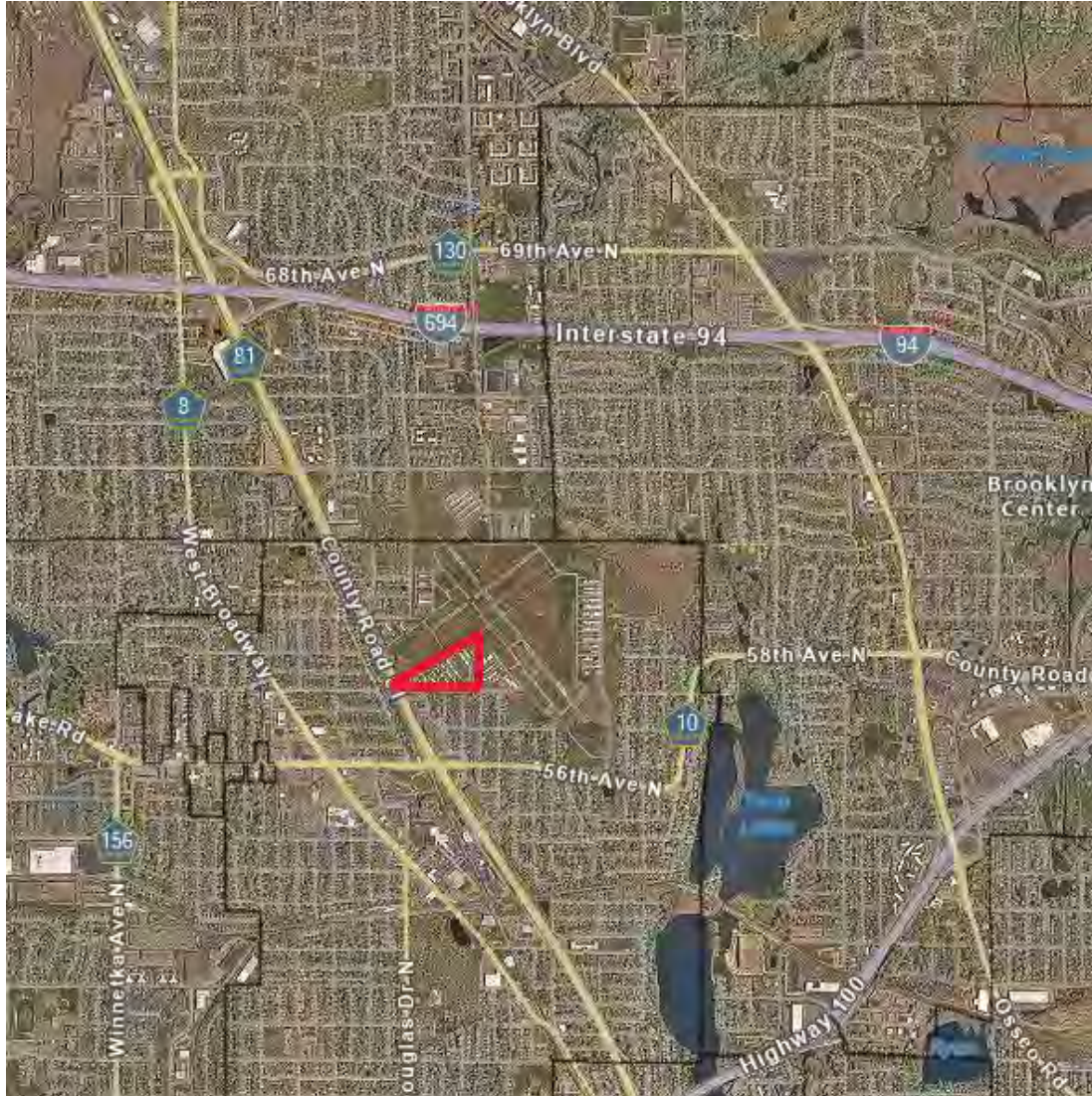


Figure 2. Site grading plan.

