

## Shingle Creek Watershed Management Commission Treasurer's Report

	2024 Budget	October	November	%age YTD	2024 YTD
<b>REVENUE</b>					
Application Fees	15,000	3,600.00		59.33	8,900.00
Member Assessments	370,000			100.00	370,000.00
Interest and Dividends	20,000	14,153.82		688.88	137,775.65
Miscellaneous Income					-
<b>TOTAL OPERATING REVENUE</b>	<b>405,000</b>	<b>17,753.82</b>	-		<b>516,675.65</b>
<b>EXPENSE</b>					
<b>ADMINISTRATION</b>					
Administrative Services	70,000	5,413.92	6,421.40	76.73	53,709.60
Engineering Support	15,000	1,101.11	1,139.84	68.04	10,205.81
Project Reviews	1,500		85.62	24.67	369.99
<b>ENGINEERING</b>					
General Engineering	80,000	4,212.96	5,975.25	87.57	70,059.22
Grant Application Writing	12,000	1,950.00	285.25	161.59	19,390.25
Project Reviews/WCA	35,000	1,538.25	1,170.75	85.58	29,952.70
Highway 252/94 EIS Review					173.25
Blue Line Extension			577.50		8,648.25
TMDL 5 Year Reviews	5,000			-	-
LEGAL - Legal Services	6,000	325.72		76.46	4,587.49
JPA Update					4,207.50
<b>MISCELLANEOUS</b>					
Bookkeeping	8,000	387.75	476.25	95.43	7,634.25
Audit	7,500			85.33	6,400.00
Insurance & Bonding	3,200		144.00	109.13	3,492.00
Meeting Expense	6,000	310.07	313.65	100.37	6,022.47
<b>PROGRAMS</b>					
Stream Monitoring	36,000	3,803.45		105.95	38,142.73
Stream Monitoring (USGS)	4,200			90.48	3,800.00
Lake Monitoring	30,000	2,737.16		98.79	29,637.24
Citizen Assisted Lake Monitoring (CAMP)	5,000	3.35		34.81	1,740.42
Volunteer Stream Monitoring (River Watch)	2,000			-	-
Annual Monitoring Report	16,500	155.94		100.84	16,638.19
<b>Water Quality Education</b>					
Education Program	24,000	988.63	121.37	42.13	10,111.34
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>22,928.31</b>	<b>16,710.88</b>		<b>335,922.70</b>
<b>OPERATING SURPLUS OR (DEFICIT)</b>					<b>180,752.95</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

	2024 Budget	October	November	%age YTD	2024 YTD
<b>GRANTS AND CAPITAL PROJECTS</b>					
<b>REVENUE</b>					
Transfer to (from) Grants		-	-		138,553.02
Transfer to (from) CIPs					502,139.61
Transfer to (from) Closed Projects Account					-
<b>TOTAL GRANT &amp; CIP REVENUE</b>		-	-		<b>640,692.63</b>
<b>EXPENSE</b>					
SC Trail Feasibility Study					4,345.25
Brookdale Pk SC Remeander Feasibility Stud		642.25			11,055.25
Gauke Pond SWA Amendment					-
Eagle Lake SWA					-
Colorado Ave Infiltration Trench Feas Study		4,168.25	3,280.00		18,108.75
Transfer to (from) Grants		2,465.55			37,886.35
Transfer to (from) CIPs		514.30			35,734.58
Transfer to (from) City Cost Share Fund					-
Transfer to (from) Partnership BMP Cost Share Fund					-
Transfer to (from) Closed Projects Account		6,231.45	10,501.65		35,236.47
<b>TOTAL GRANT &amp; CIP EXPENSE</b>		<b>14,021.80</b>	<b>13,781.65</b>		<b>142,366.65</b>
<b>WMWA</b>					
<b>REVENUE</b>					
WMWA Education - Partners					44,000.00
<b>EXPENSE</b>					
WMWA General Admin - Tech		658.08	712.43		6,787.26
WMWA Implementation			12,000.00		12,134.41
WMWA Educators		775.05	1,650.04		6,588.28
WMWA Rain Garden Workshops					-
<b>TOTAL WMWA EXPENSE</b>		<b>1,433.13</b>	<b>14,362.47</b>		<b>25,509.95</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>1,223,598.28</b>
<b>Minus Claims Approved to Date</b>					<b>(591,395.85)</b>
<b>Minus Claims Presented Current Month</b>					<b>44,855.00</b>
<b>4M Fund Balance</b>		<b>3,450,652.96</b>			<b>3,405,797.96</b>

## Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No		November 2024		Total
Hennepin Cty Dept of Environment & Energy					<b>12,000.00</b>
Delivery of Education Services 2024	57010		12,000.00		
Old Republic Surety Group -Bond	54004		144.00		<b>144.00</b>
Joanna Sorenson - WMWA Educator					<b>1,650.04</b>
WMWA Ed Services	57011		1,575.00		
WMWA Ed Reimbursement	57012		75.04		
WMWA Special Projects	57010				-
Stantec					<b>21,841.65</b>
General Engineering	51001		5,975.25		
Grant Writing	51005		285.25		
Project Reviews	51002		1,170.75		
Blue Line Extension	51009		577.50		
4th Generation Plan	51010				
Stream Monitoring	56004				
Lake Monitoring	56010				
CAMP	56002				
Education	57008		51.25		
Annual Water Monitoring Report	58002				
Brookdale Park SC Remeander Feas.Study	58031				
Eagle and Pike Lakes Internal Load	58035		6,093.75		
Colorado Ave Infiltration Trench Feas Study	58036		3,280.00		
Twin and Ryan Lakes Carp Study	58037		4,407.90		
Town Law Center					-
Legal - General	52001				
Legal - JPA Update	52001				
Judie Anderson's Secretarial Service					<b>712.43</b>
WMWA General Expense	57009		712.43		
WMWA Educators/WS Prep	57011				
Judie Anderson's Secretarial Service					<b>8,506.88</b>
Administration	53001		6,421.40		
Project Review Support	53002		85.62		
Bookkeeping / Audit Prep	54002		476.25		
Meeting Expense	54001		313.65		
Education Programs	57008		70.12		
Engineering Support	53004		1,139.84		
<b>Total Claims</b>					<b>44,855.00</b>



**Hennepin County**  
Public Works

**Department of Environment and Energy**  
701 Fourth Avenue South, Suite 700  
Minneapolis, Minnesota 55415-1842

612-348-3777, Phone  
612-348-8532, Fax  
hennepin.us/environment

<b>Bill To:</b>
<b>Shingle Creek Watershed Management Commission</b> <b>3235 Fernbrook Lane</b> <b>Plymouth, MN 55447</b>

**Invoice**

<b>Date</b>
10/22/24

<b>Contract</b>
<b>A2311750</b>

<b>Description</b>	<b>Total Amount Due</b>
<b>2024 Invoice:</b> Support for the delivery of education services to accomplish the goals of the Education Partnership as described in Exhibit A to Agreement A2311750	<b>\$12,000</b>
<b>AMOUNT DUE</b>	<b>\$12,000</b>

Make check payable to: Hennepin County Treasurer

Invoice (please include as reference on payments): #1000234370

Remit to: Hennepin County Accounts Receivable  
300 South 6<sup>th</sup> Street  
Mail Code 129  
Minneapolis, MN 55487

Direct questions to: Karen Galles 612-235-0712



P O Box 1635  
Milwaukee, WI 53201  
Tel: 800-217-1792  
Email: Underwriting@orsurety.com

### BILLING NOTICE

PLEASE MAKE YOUR PAYMENT  
ONLINE VIA OUR WEBSITE BEFORE  
THE DUE DATE TO AVOID  
CANCELLATION  
  
[WWW.ORSURETY.COM](http://WWW.ORSURETY.COM)

RNS0566445  
SHINGLE CREEK WATERSHED MANAGEMENT  
COMMISSION  
3235 FERNBROOK LANE  
PLYMOUTH, MN 55447

**Due Date:** 12/15/2024  
**Amount Due:** \$144.00  
  
Bond Number: RNS0566445  
Bond Desc: NAME SCH-CRIME  
Bond Amount: 25,000  
Effective Date: 12/15/2024  
Expiration Date: 12/15/2027  
Obligee: SAME AS PRINCIPAL

Producer:  
ARTHUR J GALLAGHER RISK MGMNT  
3600 AMERICAN BLVD STE 500  
BLOOMINGTON, MN 55431  
952-358-7513

THIS BOND IS CONTINUOUS  
PLEASE REMIT PAYMENT PROMPTLY  
TO AVOID CANCELLATION. IF BOND  
IS NO LONGER NEEDED, EMAIL US  
AT UNDERWRITING@ORSURETY.COM

Please retain this portion for your records

Check payments must include this portion



<b>Payment Due Date</b>
12/15/2024

<b>Bond Number</b>
RNS0566445

<b>Amount Due</b>
\$144.00

<b>Bill Codes</b>
6 D Y 1 JHE

<b>Amount Enclosed</b>
\$

PLEASE MAKE YOUR PAYMENT ONLINE:  
**OLD REPUBLIC SURETY COMPANY**  
[WWW.ORSURETY.COM](http://WWW.ORSURETY.COM) Use the Pay Online button

Name/Address/Email change (Please print below)

OLD REPUBLIC SURETY GROUP  
PO BOX 88120  
MILWAUKEE, WI 53288-8120

SHINGLE CREEK WATERSHED MANAGEMENT  
COMMISSION  
3235 FERNBROOK LANE  
PLYMOUTH, MN 55447

RNS0566445000144004

**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:** 11/11/2024

**Log of Services**

Date	Description	Hours	Extended (\$45/hr)	Mileage	Extended (0.67/mi)	Supplies/ Fees
10/8/2024	Monthly Meeting	0.50	22.50		-	
<b>Total - WMWA Meetings</b>			<b>\$ 22.50</b>		<b>\$ -</b>	<b>\$ -</b>
10/5/2024	Emails about science nights	1.25	56.25		-	
10/7/2024	Teachers email new design	2.00	90.00		-	
10/8/2024	Teacher response and scheduling	1.00	45.00		-	
10/9/2024	Worksheet design	2.00	90.00		-	
10/11/2024	Sign making for Lesson 2	1.00	45.00		-	
10/13/2024	Lesson Training with Jessica	1.50	67.50		-	
10/30/2024	Emails and teacher communication	1.00	45.00		-	
11/4/2024	Emails, calls, worksheets	1.50	67.50		-	
11/6/2024	Compiling Charter and Private emails	2.00	90.00		-	
<b>Total - Program Development/Communication</b>			<b>\$ 596.25</b>		<b>\$ -</b>	<b>\$ -</b>
10/14/2024	Sea School	4.50	202.50	14.40	9.65	
10/15/2024	Rice Lake	6.00	270.00	14.80	9.92	
11/5/2024	Anoka District Watershed Game Trainin	2.25	101.25	36.00	24.12	
11/6/2024	Meadowbrook	5.50	247.50	23.40	15.68	
11/7/2024	Meadowbrook	3.00	135.00	23.40	15.68	
<b>Total - Classroom/Community Events</b>			<b>\$ 956.25</b>		<b>\$ 75.04</b>	<b>\$ -</b>
<b>Total:</b>		<b>35.00</b>	<b>\$ 1,575.00</b>	<b>112.00</b>	<b>\$ 75.04</b>	<b>\$ -</b>

**Invoice Total \$ 1,650.04**

**FOR OFFICE USE ONLY**

1,575.00	57011	WMWA Ed Regular Services
75.04	57012	WMWA Ed Reimbursed Expense
-	57010	Special Projects
<b>1,650.04</b>	<b>TOTAL</b>	

**Invoice Number** 2299464  
**Invoice Date** October 18, 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)	8,111.25	Amount Billed to Date	239,404.02
		For Period Ending	<b>October 11, 2024</b>

**Top Task** 101 **General Engineering**  
**Low Task** 101 **General Engineering**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Schafermeyer, Benjamin L (Ben)	4.25	133.00	565.25
Doerr, Sylvia M	0.25	140.00	35.00
Kemmitt, Kathrine Lee (Katie)	9.25	156.00	1,443.00
Spector, Diane F	4.25	205.00	871.25
Shoemaker, Todd E	13.25	231.00	3,060.75
<b>Subtotal Professional Services</b>	<u>31.25</u>		<u>5,975.25</u>

Low Task Subtotal **General Engineering** 5,975.25

Top Task Subtotal General Engineering 5,975.25

**Top Task** 102 **Project Reviews/WCA**  
**Low Task** 102.001 **General Project Reviews**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	3.25	133.00	432.25
Shoemaker, Todd E	1.50	231.00	346.50
<b>Subtotal Professional Services</b>	<u>4.75</u>		<u>778.75</u>

Low Task Subtotal **General Project Reviews** 778.75

**Low Task** 102.002 **WCA**

Professional Services

**Invoice Number** 2299464  
**Invoice Date** October 18, 2024  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227706654

Category/Employee		Current Hours	Rate	Current Amount
	Kaster, Anthony R (Tony)	2.00	196.00	392.00
	<b>Subtotal Professional Services</b>	<u>2.00</u>		<u>392.00</u>
Low Task Subtotal	<b>WCA</b>			392.00
Top Task Subtotal	Project Reviews/WCA			1,170.75

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

**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Kemmitt, Kathrine Lee (Katie)	1.50	156.00	234.00
	Spector, Diane F	0.25	205.00	51.25
	<b>Subtotal Professional Services</b>	<u>1.75</u>		<u>285.25</u>

Low Task Subtotal	<b>Grant Writing</b>			285.25
Top Task Subtotal	Grant Writing			285.25

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

**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Spector, Diane F	0.50	205.00	102.50
	<b>Subtotal Professional Services</b>	<u>0.50</u>		<u>102.50</u>

SC - 51.25  
 WM - 51.25

Low Task Subtotal	<b>Education &amp; Outreach</b>			102.50
Top Task Subtotal	Education & Outreach			102.50

**Top Task 110 Blue Line LRT Review**  
**Low Task 110 Blue Line LRT Review**

**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Shoemaker, Todd E	2.50	231.00	577.50
	<b>Subtotal Professional Services</b>	<u>2.50</u>		<u>577.50</u>





INVOICE

Invoice Number	2299464
Invoice Date	October 18, 2024
Purchase Order	--
Customer Number	165842
Project Number	227706654

Low Task Subtotal	<b>Blue Line LRT Review</b>	577.50
Top Task Subtotal	Blue Line LRT Review	577.50
	<b>Total Fees &amp; Disbursements</b>	8,111.25
	<b>INVOICE TOTAL (USD)</b>	<b>8,111.25</b>

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



INVOICE

**Invoice Number** 2298943  
**Invoice Date** October 18, 2024  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227706843

**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>Colorado Avenue Infiltration Trench Feasibility Study</b>		
Project Manager	Shoemaker, Todd E	Contract Upset	20,140.00
Current Invoice Total (USD)	3,280.00	Amount Billed to Date	18,108.75
		For Period Ending	<b>October 11, 2024</b>

<b>Top Task</b>	<b>200</b>	<b>Geotechnical Evaluation</b>		
<u>Professional Services</u>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Eickenberg, Paul Thomas	4.00	205.00
		<b>Subtotal Professional Services</b>	<u>4.00</u>	<u>820.00</u>
Top Task Subtotal	Geotechnical Evaluation			820.00

<b>Top Task</b>	<b>300</b>	<b>Reporting</b>		
<u>Professional Services</u>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
		Eickenberg, Paul Thomas	12.00	205.00
		<b>Subtotal Professional Services</b>	<u>12.00</u>	<u>2,460.00</u>
Top Task Subtotal	Reporting			2,460.00

**Total Fees & Disbursements** 3,280.00  
**INVOICE TOTAL (USD)** **3,280.00**

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Invoice Number	2298161
Invoice Date	October 17, 2024
Purchase Order	--
Customer Number	165842
Project Number	227706845

**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>Eagle and Pike Lakes Internal Load</b>		
Project Manager	Kemmitt, Katie	Contract Upset	123,304.00
Current Invoice Total (USD)	6,093.75	Amount Billed to Date	23,551.19
		For Period Ending	<b>October 11, 2024</b>

<b>Top Task</b>	<b>100</b>	<b>Engineering Support for Alum Treatments</b>		
<u>Professional Services</u>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Kemmitt, Kathrine Lee (Katie)	1.00	156.00	156.00
	<b>Subtotal Professional Services</b>	<u>1.00</u>		<u>156.00</u>
Top Task Subtotal	Engineering Support for Alum Treatments			156.00

<b>Top Task</b>	<b>200</b>	<b>Phosphorus Monitoring</b>		
<u>Professional Services</u>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Masucci, Augustus J B (Augie)	0.50	140.00	70.00
	<b>Subtotal Professional Services</b>	<u>0.50</u>		<u>70.00</u>
Top Task Subtotal	Phosphorus Monitoring			70.00

<b>Top Task</b>	<b>300</b>	<b>SAV Surveys - 2 years</b>		
<u>Professional Services</u>				
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>	<b>Current Amount</b>
	Paquin, Timothy Joel (Tim)	21.75	133.00	2,892.75
	Clapp, Lucas W	21.25	140.00	2,975.00
	<b>Subtotal Professional Services</b>	<u>43.00</u>		<u>5,867.75</u>
Top Task Subtotal	SAV Surveys - 2 years			5,867.75

<b>Total Fees &amp; Disbursements</b>	<u>6,093.75</u>
<b>INVOICE TOTAL (USD)</b>	<b>6,093.75</b>



INVOICE

**Invoice Number** 2298163  
**Invoice Date** October 17, 2024  
**Purchase Order** --  
**Customer Number** 165842  
**Project Number** 227707031

**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 Shingle Creek WMC Twin and Ryan Lakes Carp Study</b>			
Project Manager	Kemmitt, Katie	Contract Upset	38,000.00
Current Invoice Total (USD)	4,407.90	Amount Billed to Date For Period Ending	11,685.28 <b>October 11, 2024</b>
<b>Top Task</b>	<b>100</b>	<b>Conduct Common Carp Surveys</b>	
<b>Professional Services</b>			
<b>Category/Employee</b>		<b>Current Hours</b>	<b>Rate</b>
			<b>Current Amount</b>
	Paquin, Timothy Joel (Tim)	15.25	133.00
	Clapp, Lucas W	6.25	140.00
	Varian, Anna	10.00	149.00
	<b>Subtotal Professional Services</b>	<u>31.50</u>	<u>4,393.25</u>
<b>Disbursements</b>			
	Direct - Vehicle		14.65
	<b>Subtotal Disbursements</b>		<u>14.65</u>
Top Task Subtotal	Conduct Common Carp Surveys		4,407.90
	<b>Total Fees &amp; Disbursements</b>		<u>4,407.90</u>
	<b>INVOICE TOTAL (USD)</b>		<b>4,407.90</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

November 8, 2024

**Re: 2024 WMWA General Expense and Watershed PREP**

Description	Rate	Hours/ No.	Amount	Total
<b>General Expense</b>				
Administrative	75.00	7.37	552.75	
Administrative - website, Facebook, Twitter	75.00	1.25	93.75	
Offsite, WMWA meetings, Blue Thumb, Watershed Partners, Home Expo, Henn County, city events	80.00	0.75	60.00	
Website hosting, Godaddy renewal	1.00		-	
Outlook expense	13.75	-	-	
Reimbursables	1.00	5.93	5.93	
<b>Total General Expense</b>				<b>712.43</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>712.43</b>
<b>Partner Share</b>				<b>178.11</b>



3235 Fernbrook Lane  
Plymouth MN 55447

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

November 8, 2024

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM		SC	WM
Administrative		53001	28.61	75.00	2,145.75	18.86	75.00	#####		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001	45.70	75.00	2,399.25		75.00	#####		
Administrative - Convene	50-50	53001		75.00	-		75.00	-		
Admin - offsite	70-30	53001	1.91	80.00	106.96		80.00	45.84		
Office Support	70-30	53001	27.50	75.00	1,443.75		75.00	618.75		
Data Processing/File Mgmt		53001		75.00	-		75.00	-		
Data Processing/File Mgmt	70-30	53001	0.34	75.00	17.85		75.00	7.65		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Administration Reimbursables		53001	253.10	1.00	253.10	79.81	1.00	79.81	6,421.400	3,237.810
Bookkeeping		54022	4.75	75.00	356.25	3.16	75.00	237.00		
Bookkeeping Subscription		54022	2.00	60.00	120.00	2.00	60.00	120.00		
Audit Prep		54022		75.00	-		75.00	-	476.250	357.000
Meal Expense	70-30	54001	448.07	1.00	313.65		1.00	134.42	313.649	134.421
Project / WCA Reviews - Admin		53002	1.08	75.00	81.00	0.17	75.00	12.75		
Project / WCA Reviews -Reimbursables		53002	4.62	1.00	4.62	5.24	1.00	5.24	85.620	17.990
Education - Admin	50-50	57008		70.00	-		70.00	-		
Education - Admin	50-50	57008	0.37	75.00	13.88	0.37	75.00	13.88		
Education - Admin - virtual	50-50	57008		80.00	-		80.00	-		
Website	50-50	57008	1.50	75.00	56.25		75.00	56.25	70.125	70.125
Renew website domain, zoom	50-50	57008		1.00	-		1.00			
Education - Reimbursables	50-50	57007		1.00	-		1.00			
Engineering Support - Admin	70-30	53004	19.26	75.00	1,011.15		75.00	433.35		
Engineering Support - offsite	70-30	53004	1.52	80.00	85.12		80.00	36.48		
Engineering Support - Reimbursables		53004	43.57	1.00	43.57		1.00	18.67	1,139.840	488.500
									<b>8,506.88</b>	<b>4,305.846</b>

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

	2024 Budget	October	November	%age YTD	2024 YTD
<b>REVENUE</b>					
Application Fees	20,000	1,400.00		19.50	3,900.00
Member Assessments	160,000			100.00	160,000.00
Interest & Dividend Income	5,000	5,442.45		1,137.83	56,891.25
Miscellaneous Income					-
<i>Transfer to (from) CIPs</i>					82,513.42
<i>Transfer to (from) Grants</i>					-
<i>To (From) Reserve</i>	8,000				-
<b>TOTAL REVENUE</b>	<b>193,000</b>	<b>6,842.45</b>	<b>-</b>		<b>303,304.67</b>
<b>EXPENSES</b>					
<b>ADMINISTRATION</b>					
Administrative Services	32,000	2,266.41	3,237.81	83.61	26,755.84
Engineering Support	4,000	471.90	488.50	108.69	4,347.58
Project Reviews	1,500	142.04	17.99	13.97	209.53
<b>ENGINEERING</b>					
General Engineering	35,000	2,577.13	3,148.50	87.48	30,617.10
Grant Application Writing	500				-
Project Review	30,000	4,134.00	2,040.50	50.24	15,070.75
Highway 252/94 EIS Review					1,617.00
<b>LEGAL</b>					
Legal Services	5,000	325.72		76.45	3,822.49
JPA Update					4,185.00
<b>MISCELLANEOUS</b>					
Bookkeeping	4,000	295.50	357.00	116.46	4,658.25
Audit	6,500			73.85	4,800.00
Insurance & Bonding	3,000		144.00	101.67	3,050.00
Meeting Expense	3,000	132.89	134.42	86.04	2,581.06
<b>PROJECTS</b>					
Outfall and Stream Monitoring	24,000	6,543.50	791.00	55.80	13,392.31
Annual Monitoring Report	8,000	76.81		102.44	8,194.93
<b>Water Quality Education</b>					
Education	24,000	988.63	121.38	42.13	10,111.34
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>		205.70			205.70
<i>Transfer to (from) Grants</i>		1,842.00			8,277.55
<i>To (from) Reserves</i>					-
<b>TOTAL OPERATING EXPENSE</b>	<b>193,000</b>	<b>20,002.23</b>	<b>10,481.10</b>		<b>152,896.43</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>303,821.55</b>
<b>Minus Claims Approved to Date</b>					<b>(315,195.82)</b>
<b>Minus Claims Presented Current Month</b>					<b>10,481.10</b>
<b>4M Fund Balance</b>		1,323,615.97			<b>1,313,134.87</b>

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

<b>Claims Presented</b>	General Ledger Acct No.	November 2024	Total
Old Republic Surety Group - Bond	54004	144.00	<b>144.00</b>
Stantec			<b>6,031.25</b>
General Engineering	51001	3,148.50	
Project Reviews	51002	2,040.50	
Stream and Outfall Monitoring	58011	791.00	
Education Program	57008	51.25	
Annual Water Monitoring Report	58002		
Miss Riverbank Stabilization Feasibility Study	70602		
Town Law Center			-
Legal - General	52001		
Legal - JPA Update	52001		
Judie Anderson's Secretarial Service			<b>4,305.85</b>
Administration	53001	3,237.81	
Bookkeeping / Audit Prep	54002	357.00	
Project Review Support	53002	17.99	
Meeting Expense - Previous Mo. Meal	54001	134.42	
Education Programs	57008	70.13	
Engineering Support	53004	488.50	
<b>Total Claims</b>			<b>10,481.10</b>





P O Box 1635  
Milwaukee, WI 53201  
Tel: 800-217-1792  
Email: Underwriting@orsurety.com

# BILLING NOTICE

PLEASE MAKE YOUR PAYMENT  
ONLINE VIA OUR WEBSITE BEFORE  
THE DUE DATE TO AVOID  
CANCELLATION

[WWW.ORSURETY.COM](http://WWW.ORSURETY.COM)

RNS0566444  
WEST MISSISSIPPI WATERSHED MANAGEMENT  
COMMISSION  
3235 FERNBROOK LANE  
PLYMOUTH, MN 55447

**Due Date:** 12/15/2024  
**Amount Due:** \$144.00

Bond Number: RNS0566444  
Bond Desc: NAME SCH-CRIME  
Bond Amount: 25,000  
Effective Date: 12/15/2024  
Expiration Date: 12/15/2027  
Obligee: SAME AS PRINCIPAL

Producer:  
ARTHUR J GALLAGHER RISK MGMNT  
3600 AMERICAN BLVD STE 500  
BLOOMINGTON, MN 55431  
952-358-7513

THIS BOND IS CONTINUOUS  
PLEASE REMIT PAYMENT PROMPTLY  
TO AVOID CANCELLATION. IF BOND  
IS NO LONGER NEEDED, EMAIL US  
AT UNDERWRITING@ORSURETY.COM

Please retain this portion for your records

Check payments must include this portion



<b>Payment Due Date</b>
12/15/2024

<b>Bond Number</b>
RNS0566444

<b>Amount Due</b>
\$144.00

<b>Bill Codes</b>
6 D Y 1 JHE

<b>Amount Enclosed</b>
\$

PLEASE MAKE YOUR PAYMENT ONLINE:  
**OLD REPUBLIC SURETY COMPANY**  
[WWW.ORSURETY.COM](http://WWW.ORSURETY.COM) Use the Pay Online button

Name/Address/Email change (Please print below)

OLD REPUBLIC SURETY GROUP  
PO BOX 88120  
MILWAUKEE, WI 53288-8120

WEST MISSISSIPPI WATERSHED MANAGEMENT  
COMMISSION  
3235 FERNBROOK LANE  
PLYMOUTH, MN 55447

RNS0566444000144007



**INVOICE**

**Invoice Number** 2298942  
**Invoice Date** October 18, 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)	5,980.00	Amount Billed to Date For Period Ending	60,697.16 <b>October 11, 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
Kemmitt, Kathrine Lee (Katie)	5.50	156.00	858.00
Spector, Diane F	0.75	205.00	153.75
Shoemaker, Todd E	9.25	231.00	2,136.75
<b>Subtotal Professional Services</b>	<u>15.50</u>		<u>3,148.50</u>

Low Task Subtotal	<b>General Engineering</b>	3,148.50
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Top Task Subtotal	General Engineering	3,148.50
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<b>Top Task</b>	<b>2000</b>	<b>Stream &amp; Outfall Monitoring</b>
<b>Low Task</b>	<b>2000</b>	<b>Stream &amp; Outfall Monitoring</b>

**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	1.50	133.00	199.50
Stone, Alicia L (Ali)	3.50	140.00	490.00
<b>Subtotal Professional Services</b>	<u>5.00</u>		<u>689.50</u>

**Disbursements**

Direct - Testing & Lab Charges	101.50
<b>Subtotal Disbursements</b>	<u>101.50</u>

Low Task Subtotal	<b>Stream &amp; Outfall Monitoring</b>	791.00
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INVOICE

**Invoice Number** 2298942  
**Invoice Date** October 18, 2024  
**Purchase Order** ---  
**Customer Number** 165866  
**Project Number** 227706622

Top Task Subtotal Stream & Outfall Monitoring 791.00

**Top Task** 2024 **Project Reviews/WCA**  
**Low Task** 2024.002 **WCA**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	1.75	196.00	343.00
<b>Subtotal Professional Services</b>	1.75		343.00

Low Task Subtotal WCA 343.00

**Low Task** 2024.005 **109th Ave Reconstruction**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	8.00	140.00	1,120.00
Shoemaker, Todd E	2.50	231.00	577.50
<b>Subtotal Professional Services</b>	10.50		1,697.50

Low Task Subtotal 109th Ave Reconstruction 1,697.50

Top Task Subtotal Project Reviews/WCA 2,040.50

**Total Fees & Disbursements** 5,980.00  
**INVOICE TOTAL (USD)** **5,980.00**

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

<b>Invoice Number</b>	2299464
<b>Invoice Date</b>	October 18, 2024
<b>Purchase Order</b>	--
<b>Customer Number</b>	165842
<b>Project Number</b>	227706654

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	2.00	196.00	392.00
<b>Subtotal Professional Services</b>	2.00		392.00

Low Task Subtotal	<b>WCA</b>		392.00
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Top Task Subtotal	Project Reviews/WCA		1,170.75
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<b>Top Task</b>	<b>108</b>	<b>Grant Writing</b>
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Low Task	108	Grant Writing
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	1.50	156.00	234.00
Spector, Diane F	0.25	205.00	51.25
<b>Subtotal Professional Services</b>	1.75		285.25

Low Task Subtotal	<b>Grant Writing</b>		285.25
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Top Task Subtotal	Grant Writing		285.25
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<b>Top Task</b>	<b>109</b>	<b>Education &amp; Outreach</b>
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Low Task	109	Education & Outreach
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F	0.50	205.00	102.50
<b>Subtotal Professional Services</b>	0.50		102.50

SC - 51.25

WM - 51.25

Low Task Subtotal	<b>Education &amp; Outreach</b>		102.50
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Top Task Subtotal	Education & Outreach		102.50
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<b>Top Task</b>	<b>110</b>	<b>Blue Line LRT Review</b>
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Low Task	110	Blue Line LRT Review
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Shoemaker, Todd E	2.50	231.00	577.50
<b>Subtotal Professional Services</b>	2.50		577.50



3235 Fernbrook Lane  
Plymouth MN 55447

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

November 8, 2024

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM		SC	WM
Administrative		53001	28.61	75.00	2,145.75	18.86	75.00	#####		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001	45.70	75.00	2,399.25		75.00	#####		
Administrative - Convene	50-50	53001		75.00	-		75.00	-		
Admin - offsite	70-30	53001	1.91	80.00	106.96		80.00	45.84		
Office Support	70-30	53001	27.50	75.00	1,443.75		75.00	618.75		
Data Processing/File Mgmt		53001		75.00	-		75.00	-		
Data Processing/File Mgmt	70-30	53001	0.34	75.00	17.85		75.00	7.65		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Administration Reimbursables		53001	253.10	1.00	253.10	79.81	1.00	79.81	6,421.400	3,237.810
Bookkeeping		54022	4.75	75.00	356.25	3.16	75.00	237.00		
Bookkeeping Subscription		54022	2.00	60.00	120.00	2.00	60.00	120.00		
Audit Prep		54022		75.00	-		75.00	-	476.250	357.000
Meal Expense	70-30	54001	448.07	1.00	313.65		1.00	134.42	313.649	134.421
Project / WCA Reviews - Admin		53002	1.08	75.00	81.00	0.17	75.00	12.75		
Project / WCA Reviews -Reimbursables		53002	4.62	1.00	4.62	5.24	1.00	5.24	85.620	17.990
Education - Admin	50-50	57008		70.00	-		70.00	-		
Education - Admin	50-50	57008	0.37	75.00	13.88	0.37	75.00	13.88		
Education - Admin - virtual	50-50	57008		80.00	-		80.00	-		
Website	50-50	57008	1.50	75.00	56.25		75.00	56.25	70.125	70.125
Renew website domain, zoom	50-50	57008		1.00	-		1.00			
Education - Reimbursables	50-50	57007		1.00	-		1.00			
Engineering Support - Admin	70-30	53004	19.26	75.00	1,011.15		75.00	433.35		
Engineering Support - offsite	70-30	53004	1.52	80.00	85.12		80.00	36.48		
Engineering Support - Reimbursables		53004	43.57	1.00	43.57		1.00	18.67	1,139.840	488.500
									<b>8,506.88</b>	<b>4,305.846</b>

**SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION****PROJECT REVIEW SC2024-04:** CSAH 10 Box Culvert Replacement

**Owner:** Jordan Labat  
**Company:** Hennepin County  
**Address:** 1600 Prairie Drive Medina, MN 55340

**Engineer:** Jordan Labat  
**Company:** Hennepin County  
**Address:** 1600 Prairie Drive Medina, MN 55340

**Phone:** 612-596-0703  
**Email:** Jordan.Labat@hennepin.us

**Purpose:** Replacement of two 6' X 10' box culverts at Twin Lake Creek on 0.55 acres.

**Location:** CSAH 10, 600 ft. SW of the intersection of Major Ave. N and CSAH 10 (Figure 1).

- Exhibits:**
1. Project review application and project review fee of \$3,600, dated 10/23/24, received 10/25/24.
  2. Site plan, preliminary plat, grading (Figure 2), utility, erosion control, and landscaping plans (54 Sheets), by Hennepin County, not dated, received 11/8/24.
  3. Water Resources Report, by Hennepin County, not dated, received 10/23/24.
  4. Temporary Stream Diversion System Provision, by Hennepin County, not dated, received 11/8/24.
  5. Box Culvert Survey Request, by Hennepin County, dated 11/1/24, received 11/8/24.
  6. Email correspondence with MnDNR, not dated, received 11/8/24.

- Findings:**
1. The proposed project is the replacement of two adjacent 6' X 10' box culverts on CSAH 10 between the 639W Wetland and Upper Twin Lake. The site is 0.55 acres. Following development, the site will be 53 percent impervious with 0.30 acres of impervious surface, a reduction of 0.05 acres.

The linear project will replace 0.30 acres of impervious area. This is below the Commission's threshold for stormwater management and is therefore not required to meet Commission rate, volume, and water quality requirements.

2. The complete project application was received on 10/25/24. To comply with the 60-day review requirement, the Commission must approve or deny this project no later than the 12/12/24 meeting. Sixty calendar-days expires on 12/24/24.
3. The erosion control plan includes rock construction entrances, native seed, perimeter silt fence/biolog, silt fence surrounding sensitive areas, inlet protection, rip rap at inlets, slope checks. The erosion control plan meets Commission requirements.

## SC2024-04: CSAH 10 Box Culvert Replacement

4. The National Wetlands Inventory identifies two probable wetlands on the north and south ends of the project site. The site is on the boundary of the City of Crystal and Brooklyn Center. The LGUs for this project are SCWMC for Brooklyn Center and the City of Crystal. The applicant proposes 1,999 SF of wetland impact, which includes 1,299 SF of Type 3 wetland on the north side of the culverts and 700 SF of Type 3 wetland on the south side of the culverts.

The applicant proposes to pursue BWSR Local Government Road Wetland Replacement Program (LGRWRP) credits for any wetland impacts following the State Statute changes made in August 2024. The required TEP meeting will likely occur after the November 14th Commission meeting due to schedule conflicts. The project would meet Commission requirements if wetland impacts were replaced per the LGRWRP.

5. Twin Creek is a DNR Public Water on this site. The proposed project is not anticipated to negatively impact Twin Creek or its Aquatic Consumption/Aquatic Recreation status. A Public Water Permit is not required because the upstream drainage area is less than 5 square miles. The applicant meets Commission Public Waters requirements.
6. There is FEMA 100-year zone AE floodplain on the downstream portion of this culvert. Model results show the project maintains the existing flood elevation. The project meets Commission floodplain requirements.
7. The site is not located in a Drinking Water Source Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.
8. Hennepin County has provided public notice by mailing letters to properties adjacent to the project area, establishing a project website, and issuing a news release to CCX Media in 2022. These efforts meet Commission public notice requirements.
9. No BMPs are proposed. Hennepin County is the owner of the culverts a draft Operations & Maintenance (O&M) agreement is not required.
10. A Project Review Fee of \$3,600 has been received.

**Recommendation:** Approve subject to the following conditions:

1. Submit approval of BWSR Local Government Road Wetland Replacement Program credits for any wetland impacts.

Stantec Inc.  
Engineers for the Commission

---

Todd Shoemaker, P.E.

11/5/2024

**SC2024-04: CSAH 10 Box Culvert Replacement**

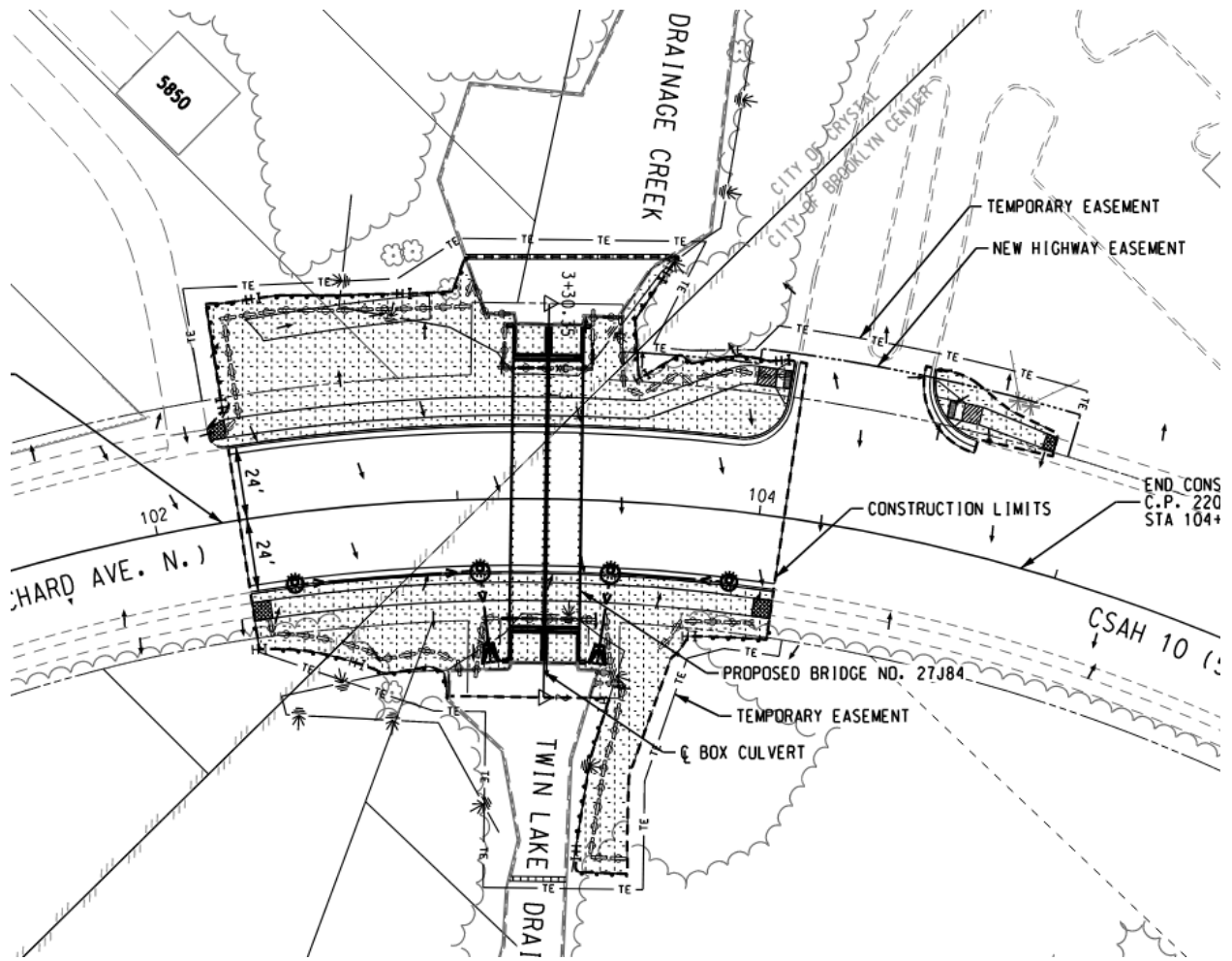
**Figure 1. Site location.**



**Figure 2. Site grading plan.**



**SC2024-04: CSAH 10 Box Culvert Replacement**



**SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION****PROJECT REVIEW SC2024-06:** Prairie Seeds Academy

**Owner:** Crystal Vang  
**Company:** Prairie Seeds Academy  
**Address:** 62000 West Broadway Brooklyn Park, MN 55428

**Engineer:** Robbie Latta  
**Company:** Civil Site Group  
**Address:** 5000 Glenwood Ave Golden Valley, MN 55422

**Phone:** 952-250-2200  
**Email:** rlatta@civilsitegroup.com

**Purpose:** Construction of a building addition and associated parking on 12.1 acres.

**Location:** 62000 West Broadway Brooklyn Park, MN 55428 (Figure 1).

- Exhibits:**
1. Project review application and project review fee of \$2,200, dated 10/29/24, received 11/1/24.
  2. Prairie Seed Academy Addition project plans (C0.0, C0.1, C2.0-2.3, C3.0-3.2, C4.0-4.2, C5.0-5.3, L1.0-1.2, LT1.0, SW1.0-1.3), dated 11/8/24, received 11/11/24.
  3. Stormwater Management Report, by Civil Site Group, dated 11/8/24, received 11/11/24.
  4. Plumbing Underground Plan (P1), by B&D Plumbing, Heating & Air Conditioning, dated 10/28/24, received 11/11/24.

- Findings:**
1. The proposed project is a building addition and associated parking. The site is approximately 12 acres. Following development, the site will be 44 percent impervious with 5.26 acres of impervious surface, an increase of 1.58 acres.
  2. The complete project application was received on 11/1/24. To comply with the 60-day review requirement, the Commission must approve or deny this project no later than the 12/12/24 meeting. Sixty calendar-days expires on 12/31/24.
  3. The project disturbs 5.05 acres, which is less than 50% of the total site area. Therefore, volume, rate and water quality standards must be met for the disturbed area, not the entire site.
  4. Commission rules require the disturbed area 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 2.79 acres, requiring infiltration of 11,138 cubic feet within 48 hours.

The project replaces two existing infiltration basins. The existing, undisturbed and previously treated impervious area is 0.61 acres, requiring replacement of 2,437 cubic feet within 48 hours.

The applicant proposes a filtration basin on the west side of the site due to contaminated soils. Watershed rules assign 55% credit for sand media BMPs.

**SC2024-06: Prairie Seeds Academy**

The applicant meets Commission volume control requirements (Table 1).

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

<b>Volume Retention Required (ft<sup>3</sup>)</b>	<b>BMP</b>	<b>Volume Retention Provided (ft<sup>3</sup>)</b>	<b>1.1-inch Runoff (ft<sup>3</sup>)</b>	<b>2.5-inch Runoff (ft<sup>3</sup>)</b>
13,575	SE Infiltration Basin	<b>6,451</b>	6,872	15,618
	NE Underground Infiltration Chamber	<b>8,901</b>	13,516	30,719
	SW Filtration Basin	<b>3,677*</b>	8,325	18,921
	<b>Total</b>		<b>19,029</b>	

5. 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 applicant meets Commission water quality treatment requirements.
  
6. 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. Runoff from the site is managed through three Best Management Practices (BMPs): an underground infiltration chamber for the new eastern parking lot, a reconstructed aboveground infiltration system for the new building addition, and a filtration basin for the western parking lot. The applicant meets the Commission’s rate control requirements (Table 2).

**Table 2. Runoff from site (cfs).**

<b>Drainage Area</b>	<b>2-year event</b>		<b>10-year event</b>		<b>100-year event</b>		<b>100-year 10-day event</b>	
	<b>Pre-</b>	<b>Post-</b>	<b>Pre-</b>	<b>Post-</b>	<b>Pre-</b>	<b>Post-</b>	<b>Pre-</b>	<b>Post-</b>
Broadway	2.5	1.4	6.1	2.8	16.1	9.4	2.0	1.8
62 <sup>nd</sup> Avenue	7.9	7.8	17.0	15.3	36.2	32.0	6.3	5.5
To NE property	0.8	0.6	3.3	2.6	11.3	8.7	1.5	1.1

7. The erosion control plan includes a rock construction entrance, perimeter silt fence/biolog, silt fence surrounding detention ponds/infiltration basins, inlet protection, rip rap at inlets, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.
  
8. The National Wetlands Inventory does not identify any wetlands on site. The applicant meets Commission wetland requirements.
  
9. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements.
  
10. There is no FEMA-regulated floodplain on this site. The low floor elevations of the buildings are at least two feet higher than the high-

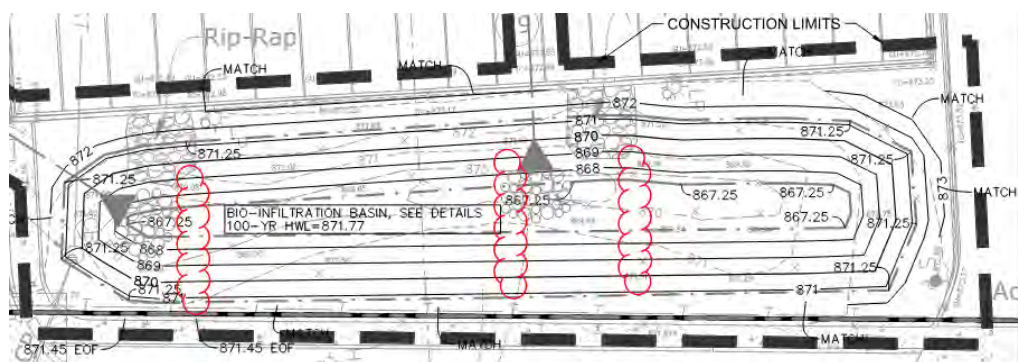
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water elevation of the detention ponds/infiltration basins according to Atlas 14 precipitation. The applicant meets Commission floodplain requirements.

11. The site is not located in a Drinking Water Source Management Area (DWSMA); however; groundwater contamination from an underground fuel tank was discovered during review of the acquired properties on the west side of the site. The applicant proposes filtration in this area. The applicant meets Commission drinking water protection requirements.
12. A public hearing for the project was held by the City Planning Commission on October 9<sup>th</sup>, 2024 meeting Commission public notice requirements.
13. A draft Operations & Maintenance (O&M) agreement between the applicant and the City of Brooklyn Park was not provided.
14. A Project Review Fee of \$2,200 has been received.

### **Recommendation:** Approve subject to the following conditions:

1. Provide a complete O&M agreement between the applicant and the City of Brooklyn Park for all stormwater facilities on the project site.
2. Demonstrate by double ring infiltrometer or witness test that all basins achieve the design infiltration rate after construction.
3. Revise mechanical or civil plans to correspond. The roof drain alignment shown on mechanical plan P1 does not align with civil plan C4.2. Revise to correspond so the roof drain does not get connected to the 12" pipe that is to be plugged.
4. Revise southeast basin design to provide pretreatment. Riprap, as currently proposed, provides erosion protection but does not collect debris and coarse sediment. Pretreatment could be provided using three riprap berms to create forebays at the west and central portions of the basin. See suggested riprap berm placement in image below. A Rain Guardian Foxhole (like proposed for the SW basin) isn't acceptable because the flow to the SE basin exceeds the Foxhole peak design flow.



5. Relocate the NE underground access risers so they are above inlets and the outlet to facilitate future maintenance. They are currently offset a few feet from inlets and outlet.

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6. Revise plans or HydroCAD model to correspond: the 36" pipe from the NE underground has an invert elevation of 867.7 in the model and 866.7 on the plan.

Stantec Inc.  
Engineers for the Commission

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Todd Shoemaker, P.E.

11/5/24

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**Figure 1. Site location.**





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## Figure 2. Site grading plan.

