

Shingle Creek Watershed Management Commission Treasurer's Report

	2025 Budget	October	November	%age YTD	2025 YTD
REVENUE					
Application Fees	15,000	2,500.00		108.67	16,300.00
Member Assessments	372,000			100.00	372,000.00
Interest and Dividends	20,000	14,731.34		750.51	150,102.12
Miscellaneous Income					-
TOTAL OPERATING REVENUE	407,000	17,231.34	-		538,402.12
EXPENSE					
ADMINISTRATION					
Administrative Services	70,000	4,496.09	4,333.18	81.45	57,012.08
Engineering Support	15,000	949.92		59.93	8,990.05
Project Reviews	1,200	67.97	111.87	82.36	988.34
ENGINEERING					
General Engineering	87,000	7,965.38	6,226.51	85.19	74,114.13
Grant Application Writing	12,000	50.00		61.26	7,351.50
Project Reviews/WCA	37,500	3,522.25		73.63	27,612.80
Blue Line Extension		550.50			8,509.40
TMDL 5 Year Reviews	5,000	150.00	1,243.25	122.83	6,141.50
LEGAL - Legal Services	6,500	515.75	551.00	71.05	4,618.25
JPA Update					94.00
MISCELLANEOUS					
Bookkeeping	10,500	809.88	515.00	110.33	11,585.15
Audit	7,500			86.67	6,500.00
Insurance & Bonding	3,400			96.68	3,287.00
Meeting Expense	6,500	331.48	334.49	90.21	5,863.50
PROGRAMS					
Stream Monitoring	36,000	2,472.05	660.38	102.38	36,856.33
Stream Monitoring (USGS)	4,200			90.48	3,800.00
Lake Monitoring	28,000	260.13	997.50	93.99	26,317.00
Citizen Assisted Lake Monitoring (CAMP)	6,500			45.26	2,942.00
Annual Monitoring Report	18,100	417.91		88.65	16,045.81
Water Quality Education					
Education Program	24,000	1,886.38	2,470.38	41.88	10,051.32
WMWA (SC Share)	17,000			-	-
Management Plan/Amendments	500			-	-
Subwatershed BMP Assessment	0			-	-
Contribution to 5th Generation Plan	10,000			-	-
To/From Reserves	600			-	-
TOTAL OPERATING EXPENSE	407,000	24,445.69	17,443.56	78.30	318,680.16
OPERATING SURPLUS OR (DEFICIT)					219,721.96

Shingle Creek Watershed Management Commission Treasurer's Report

	2025 Budget	October	November	%age YTD	2025 YTD
GRANTS AND CAPITAL PROJECTS					
REVENUE					
Transfer to (from) Grants					167,687.19
Transfer to (from) CIPs					670,587.84
Transfer to (from) Closed Projects Account					-
TOTAL GRANT & CIP REVENUE		-	-		838,275.03
EXPENSE					
					-
					-
					-
					-
Transfer to (from) Grants		26,053.44	14,497.50		464,759.53
Transfer to (from) CIPs		1,362.20			90,313.64
Transfer to (from) City Cost Share Fund					-
Transfer to (from) Partnership BMP Cost Share Fund					-
Transfer to (from) Closed Projects Account		10,757.08	12,012.35		129,547.95
TOTAL GRANT & CIP EXPENSE		38,172.72	26,509.85		684,621.12
WMWA					
REVENUE					
WMWA Education - Partners					45,000.00
EXPENSE					
WMWA General Admin - Tech		902.87	1,256.59		13,104.20
WMWA Implementation		611.00	270.57		881.57
WMWA Educators			1,984.33		16,321.56
TOTAL WMWA EXPENSE		1,513.87	3,511.49		30,307.33
CASH SUMMARY					
4M Fund Balance at 12/31/24					3,991,208.16
Plus Revenue Received to date					1,425,834.69
Minus Claims Approved to Date					(1,260,658.23)
Minus Claims Presented Current Month					47,464.90
4M Fund Balance		4,251,314.42			4,203,849.52

Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	November 2025	Total
WSB - 2025 Crystal Lake Carp Mgt...	70743	9,297.25	9,297.25
Joanna Sorenson - WMWA Educator			2,254.90
WMWA Ed Services	57011	1,895.85	
WMWA Ed Reimbursement	57012	88.48	
WMWA Special Projects	57010	270.57	-
Stantec			29,351.62
General Engineering	51001	6,226.51	
Grant Writing	51005		
Project Reviews	51002		
Blue Line Extension	51009		
TMDL 5-Year Reviews	56011	1,243.25	
Stream Monitoring	56004	660.38	
Lake Monitoring	56010	997.50	
CAMP	56002		
Education	57008	2,390.88	
Education - WMWA	57009	620.50	
Annual Water Monitoring Report	58002		
Meadow Lake Mgt Plan Phase 2 Grant	70739	162.50	
Crystal Lake Management Plan Grant	70732		
Eagle and Pike Lakes Internal Load	58035	1,497.60	
Joint Chloride Mgmt Plan (BWSR AIG)	70744	4,956.25	
Twin Lakes CLP Mgmt (25 Prop Maint Fund)	70844	81.50	
Ryan Creek Carp Barrier Maint (25 Prop M	70844		
Twin Lakes SWA	58023	10,514.75	
Bass Creek Feasibility Study	58028		
Town Law Center			551.00
Legal - General	52001	551.00	
Judie Anderson's Secretarial Service			636.09
WMWA General Expense	57009	636.09	
Judie Anderson's Secretarial Service			5,374.04
Administration	53001	4,333.18	
Project Review Support	53002	111.87	
Bookkeeping / Audit Prep	54002	515.00	
Meeting Expense	54001	334.49	
Education Programs	57008	79.50	
Engineering Support	53004		
Engineering Support - CIP General	53004		
Total Claims			47,464.90

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

October 21, 2025
 Project/Invoice: R-030878-000 - 3
 Reviewed by: Anthony Havranek
 Project Manager: Mary Newman

2025 Crystal Lake Carp Management Population Estimate and Box Net Removal
Professional Services from September 01, 2025 to September 30, 2025

Phase 001 Project Management
 Project Management

	Hours	Rate	Amount	
Newman, Mary	1.00	147.00	147.00	
Totals	1.00		147.00	
Total Labor				147.00
		Total this Task		\$147.00
		Total this Phase		\$147.00

Phase 002 Population Estimate
 Record of Recaptured Carp per event

	Hours	Rate	Amount	
Newman, Mary	4.00	147.00	588.00	
Totals	4.00		588.00	
Total Labor				588.00
		Total this Task		\$588.00
		Total this Phase		\$588.00

Phase 003 Box Netting
 Box Net Removal Event

	Hours	Rate	Amount	
Carson, Phillip	11.00	137.00	1,507.00	
Craft, Kourtney	18.50	120.00	2,220.00	
Newman, Mary	22.00	147.00	3,234.00	
Paquin, Timothy	5.25	137.00	719.25	
Totals	56.75		7,680.25	
Total Labor				7,680.25
		Total this Task		\$7,680.25

Disposal & Decon

	Hours	Rate	Amount	
Newman, Mary	6.00	147.00	882.00	
Totals	6.00		882.00	
Total Labor				882.00

Total this Task \$882.00

Total this Phase \$8,562.25

Billing Limits	Current	Prior	To-Date
Total Billings	9,297.25	35,843.16	45,140.41
Limit			53,471.00
Remaining			8,330.59
		Total this Invoice	<u>\$9,297.25</u>

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: 10/31/2025

Log of Services

Date	Description	Hours	Extended (\$45/hr)	Mileage	Extended (0.70/mi)	Supplies/ Fees
9/9/2025	WMWA Meeting	1.00	45.00			
Total - WMWA Meetings			\$ 45.00		\$ -	\$ -
10/1/2025	Bookmark	0.75	33.75			200.00
10/7/2025	Presentation, emails	2.00	90.00			
10/8/2025	Academy Presentation	1.50	67.50			
10/21/2025	Updating items, emails	2.00	90.00			
Total - Program Development/Communication			\$ 281.25		\$ -	\$ 200.00
10/9/2025	Environmental Academy - Plymouth	2.50	112.50	5.80	4.06	
10/9/2025	Meadowbrook Elementary	5.00	225.00	26.00	18.20	
10/10/2025	Meadowbrook Elementary	2.50	112.50	26.00	18.20	
10/23/2025	Sea School	4.00	180.00	15.20	10.64	
10/27/2025	Rice Lake Elementary	3.00	135.00	16.20	11.34	
10/28/2025	Rice Lake Elementary	3.00	135.00	16.20	11.34	
10/29/2025	Notre Ecole	4.50	202.50	21.00	14.70	
Total - Classroom/Community Events			\$ 1,102.50		\$ 88.48	\$ -
Total:		31.75	\$ 1,428.75	126.40	\$ 88.48	\$ 200.00

Invoice Total \$ 1,717.23

FOR OFFICE USE ONLY

1,428.75	57011	WMWA Ed Regular Services
88.48	57012	WMWA Ed Reimbursed Expense
200.00	57010	Special Projects
1,717.23	TOTAL	

Invoice Number 2471720
Invoice Date October 22, 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)	14,529.89	Amount Billed to Date	224,322.67
		For Period Ending	October 17, 2025

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
Kemmitt, Kathrine Lee (Katie)	11.00	163.00	1,793.00
Harding, Sarah Ellen	3.00	176.00	528.00
Spector, Diane F	3.00	200.00	600.00
Shoemaker, Todd E	10.75	221.00	2,375.75
Subtotal Professional Services	<u>33.75</u>		<u>6,172.75</u>

Disbursements

Direct - Printing	1.96
Direct - Vehicle (mileage)	51.80
Subtotal Disbursements	<u>53.76</u>

Low Task Subtotal **General Engineering** 6,226.51

Top Task Subtotal General Engineering 6,226.51

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

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Erickson, Mindy Lynn	2.50	155.00	387.50
Kemmitt, Kathrine Lee (Katie)	5.25	163.00	855.75
Subtotal Professional Services	<u>7.75</u>		<u>1,243.25</u>

Invoice Number	2471720
Invoice Date	October 22, 2025
Purchase Order	227707772
Customer Number	165842
Project Number	227707772

Low Task Subtotal	TMDL 5 Year Reviews	1,243.25
Top Task Subtotal	TMDL 5 Year Reviews	1,243.25

Top Task 106 Stream Monitoring
Low Task 106 Stream Monitoring

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Hembre, Kaitlyn Marie Elizabeth (Katie)	4.75	139.00	660.25
	Subtotal Professional Services	<u>4.75</u>		<u>660.25</u>

Disbursements

Direct - Printing	0.13
Subtotal Disbursements	<u>0.13</u>

Low Task Subtotal	Stream Monitoring	660.38
Top Task Subtotal	Stream Monitoring	660.38

Top Task 107 Lake Monitoring
Low Task 107 Lake Monitoring

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Hembre, Kaitlyn Marie Elizabeth (Katie)	3.50	139.00	486.50
	Neumiller, Grace Catherine	3.50	146.00	511.00
	Subtotal Professional Services	<u>7.00</u>		<u>997.50</u>

Low Task Subtotal	Lake Monitoring	997.50
Top Task Subtotal	Lake Monitoring	997.50

Top Task 110A Education Program
Low Task 110A.01 WMWA

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Neumiller, Grace Catherine	4.25	146.00	620.50
	Subtotal Professional Services	<u>4.25</u>		<u>620.50</u>

Invoice Number	2471720
Invoice Date	October 22, 2025
Purchase Order	227707772
Customer Number	165842
Project Number	227707772

Low Task Subtotal	WMWA		620.50
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Low Task	110A.02	General Education
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
SC - 2,390.88	23.25	139.00	3,231.75
WM - 2,390.87	7.75	200.00	1,550.00
Subtotal Professional Services	31.00		4,781.75

Low Task Subtotal	General Education	4,781.75
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Top Task Subtotal	Education Program	5,402.25
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Total Fees & Disbursements	14,529.89
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INVOICE TOTAL (USD)	14,529.89
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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 2471713
Invoice Date October 22, 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)

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 Bank of America
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 Email Remittance: eft@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)	4,956.25	Amount Billed to Date	20,129.50
		For Period Ending	October 17, 2025

Top Task 100 Joint Chloride Management Plan

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Frett, Michael W	6.00	146.00	876.00
Masucci, Augustus J B (Augie)	0.25	146.00	36.50
Hyams, Aaron Robert	5.50	155.00	852.50
Kemmitt, Kathrine Lee (Katie)	19.25	163.00	3,137.75
Spector, Diane F	0.25	214.00	53.50
Subtotal Professional Services	<u>31.25</u>		<u>4,956.25</u>

Top Task Subtotal	Joint Chloride Management Plan	4,956.25
Total Fees & Disbursements		<u>4,956.25</u>
INVOICE TOTAL (USD)		4,956.25

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Invoice Number 2471712
Invoice Date October 22, 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)	81.50	Amount Billed to Date For Period Ending	7,163.40 October 17, 2025

Top Task 100 Twin Lakes CLP Management

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	0.50	163.00	81.50
Subtotal Professional Services	<u>0.50</u>		<u>81.50</u>

Top Task Subtotal Twin Lakes CLP Management 81.50

Total Fees & Disbursements 81.50
INVOICE TOTAL (USD) **81.50**

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

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Invoice Number	2471723
Invoice Date	October 22, 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

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Alternative Remit To

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

Project	Meadow Lake Management Plan Phase 2		
Project Manager	Spector, Diane F	Contract Upset	102,810.00
Current Invoice Total (USD)	162.50	Amount Billed to Date	89,599.78
		For Period Ending	October 17, 2025

Top Task	100	Professional Services			
Low Task	100.101	Project Management and Reporting			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Wavrin, Thomas	1.25	130.00	162.50
		Subtotal Professional Services	<u>1.25</u>		<u>162.50</u>

Low Task Subtotal	Project Management and Reporting	162.50
Top Task Subtotal	Professional Services	162.50
	Total Fees & Disbursements	<u>162.50</u>
	INVOICE TOTAL (USD)	162.50

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

Invoice Number 2471708
Invoice Date October 22, 2025
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

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	Eagle and Pike Lakes Internal Load		
Project Manager	Kemmitt, Katie	Contract Upset	123,304.00
Current Invoice Total (USD)	1,497.60	Amount Billed to Date	64,058.89
		For Period Ending	October 17, 2025

Top Task	200	Phosphorus Monitoring		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Hembre, Kaitlyn Marie Elizabeth (Katie)	3.50	139.00	486.50
	Neumiller, Grace Catherine	3.75	146.00	547.50
	Kemmitt, Kathrine Lee (Katie)	1.00	163.00	163.00
	Subtotal Professional Services	<u>8.25</u>		<u>1,197.00</u>

Disbursements			
	Direct - Other Direct Expenses		300.60
	Subtotal Disbursements		<u>300.60</u>

Top Task Subtotal	Phosphorus Monitoring		1,497.60
	Total Fees & Disbursements		<u>1,497.60</u>
	INVOICE TOTAL (USD)		1,497.60

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

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Invoice Number	2471721
Invoice Date	October 22, 2025
Purchase Order	
Customer Number	165842
Project Number	227708089

Bill To	<u>EFT/ACH Remit To (Preferred)</u>	Alternative Remit To
Shingle Creek Watershed Management Commission Judie Anderson 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

Project	Shingle Creek : Twin Lakes Subwatershed Assessment		
Project Manager	Shoemaker, Todd E	Contract Upset	114,600.00
Current Invoice Total (USD)	10,514.75	Amount Billed to Date For Period Ending	51,095.30 October 17, 2025

Top Task	300	External Load Update
Low Task	300.3	Concept Design & Cost Estimates

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Megow, Erik Robert	0.50	189.00	94.50
Subtotal Professional Services	<u>0.50</u>		<u>94.50</u>

Low Task Subtotal	Concept Design & Cost Estimates	94.50
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Low Task	300.5	Wetland 639W Feasibility Study
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	12.75	146.00	1,861.50
Neumiller, Grace Catherine	1.00	146.00	146.00
Kemmitt, Kathrine Lee (Katie)	1.00	163.00	163.00
Shoemaker, Todd E	1.75	221.00	386.75
Subtotal Professional Services	<u>16.50</u>		<u>2,557.25</u>

Low Task Subtotal	Wetland 639W Feasibility Study	2,557.25
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Top Task Subtotal	External Load Update	2,651.75
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Top Task	400	Internal Load Evaluation & Management
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Low Task	400.2	Update existing lake response models
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	3.00	146.00	438.00
Frett, Michael W	29.25	146.00	4,270.50

Invoice Number	2471721
Invoice Date	October 22, 2025
Purchase Order	-
Customer Number	165842
Project Number	227708089

Beneke, Thomas S (Tom)	10.00	176.00	1,760.00
Lofton, Dendy D	0.25	189.00	47.25
Shoemaker, Todd E	2.75	221.00	607.75
Subtotal Professional Services	<u>45.25</u>		<u>7,123.50</u>

Low Task Subtotal	Update existing lake response models	7,123.50
Top Task Subtotal	Internal Load Evaluation & Management	7,123.50

Top Task 500 Fish Community Survey
Low Task 500 Fish Community Survey

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Varian, Anna	2.50	155.00	387.50
Subtotal Professional Services	<u>2.50</u>		<u>387.50</u>

Low Task Subtotal	Fish Community Survey	387.50
Top Task Subtotal	Fish Community Survey	387.50

Top Task 600 Lake Association Outreach
Low Task 600 Lake Association Outreach

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Beneke, Thomas S (Tom)	2.00	176.00	352.00
Subtotal Professional Services	<u>2.00</u>		<u>352.00</u>

Low Task Subtotal	Lake Association Outreach	352.00
Top Task Subtotal	Lake Association Outreach	352.00

Total Fees & Disbursements	<u>10,514.75</u>
INVOICE TOTAL (USD)	10,514.75

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

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November 02, 2025

JASS Watershed Administrators

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

Bill Period: 10-01-2025 - 10-31-2025

Fees	540.50
Expenses	10.50
Total for this Bill	551.00
Previous Balance	0.00
Total Amount to Pay as of 11-02-2025	551.00

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

November 02, 2025

Bill Number: 956

Bill Period: 10-01-2025 - 10-31-2025

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
10-09-2025	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.60	235.00	376.00
10-14-2025	Troy Gilchrist	Work to review and revise Brooklyn Park - New Hope cooperative agreement; email revised agreement to Judy and Todd for review	0.70	235.00	164.50
Total					540.50

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	2.30	235.00	540.50
Total			540.50

Expenses

Date	Professional	Description	Amount
10-09-2025	Troy Gilchrist	Mileage to attend meeting	10.50
Total Expenses			10.50

Total for this Bill 551.00

Previous Balance 0.00

Total Amount to Pay as of 11-02-2025 551.00

Outstanding Balance as of 11-02-2025

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
551.00	0.00	0.00	0.00	0.00	0.00	551.00



3235 Fernbrook Lane
Plymouth MN 55447

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

November 7, 2025

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM	Total	SC	WM	Total	SC	WM
Administrative		53001	8.66	87.50	757.75	7.47	87.50	653.63		
Administrative	70-30	53001	21.80	87.50	1,335.25		87.50	572.25		
Admin - offsite	70-30	53001	3.78	102.50	271.22		102.50	116.24		
<i>Office Support</i>	<i>70-30</i>	<i>53001</i>	<i>25.00</i>	<i>75.00</i>	<i>1,312.50</i>		<i>75.00</i>	<i>562.50</i>		
Data Processing/File Mgmt		53001	1.69	87.50	147.88	1.69	87.50	147.88		
Data Processing/File Mgmt	70-30	53001		87.50	-		87.50	-		
<i>Data E-Storage</i>		<i>53001</i>	<i>1.00</i>	<i>69.42</i>	<i>69.42</i>	<i>1.00</i>	<i>19.27</i>	<i>19.27</i>		
Administration Reimbursables		53001	384.43	1.00	384.43	180.11	1.00	180.11	4,333.180	2,294.875
<i>Annual Storage Rental -.14/.11</i>		<i>53001</i>	<i>1.00</i>	<i>54.74</i>	<i>54.74</i>	<i>1.00</i>	<i>43.01</i>	<i>43.01</i>		
Bookkeeping		54022	5.20	87.50	455.00	2.56	87.50	224.00		
<i>Bookkeeping Subscription</i>		<i>54022</i>	<i>1.00</i>	<i>60.00</i>	<i>60.00</i>	<i>1.00</i>	<i>60.00</i>	<i>60.00</i>		
Sage Subscription		54022	0.00	784.40	-	0.00	784.40	-		
Audit Prep		54022		87.50	-		87.50	-	515.000	284.000
Meal Expense	70-30	54001	477.84	1.00	334.49		1.00	143.35	334.488	143.352
Project / WCA Reviews - Secre		53002		70.00	-		70.00			
Project / WCA Reviews - Admin		53002	0.54	87.50	47.25		87.50	-		
Project Reviews - File Mgmt		53002		70.00	-		70.00	-		
<i>Drop Box Subscription</i>		<i>53002</i>	<i>1.00</i>	<i>120.00</i>	<i>60.00</i>	<i>1.00</i>	<i>120.00</i>	<i>60.00</i>		
Project / WCA Reviews -Reimbursal		53002	4.62	1.00	4.62		1.00	-	111.870	60.000
Website	50-50	57008	0.96	87.50	42.00		87.50	42.00		
<i>Renew website domain 3 yrs</i>	<i>50-50</i>	<i>57008</i>	<i>1.00</i>	<i>75.00</i>	<i>37.50</i>	<i>1.00</i>	<i>75.00</i>	<i>37.50</i>		
Education - Reimbursables	50-50	57007		1.00	-		1.00		79.500	79.500
									5,374.04	2,861.727

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

	2025 Budget	October	November	%age YTD	2025 YTD
REVENUE					
Application Fees	20,000			36.00	7,200.00
Member Assessments	160,000			100.00	160,000.00
Interest & Dividend Income	5,000	4,839.41		1,010.83	50,541.39
Miscellaneous Income					-
<i>Transfer to (from) CIPs</i>					54,356.08
<i>Transfer to (from) Grants</i>					-
<i>To (From) Reserve</i>	18,950				-
TOTAL REVENUE	203,950	4,839.41	-		272,097.47
EXPENSES					
ADMINISTRATION					
Administrative Services	32,000	2,256.59	2,294.88	79.58	25,465.98
Engineering Support	4,500	407.12		85.64	3,853.66
Project Reviews	1,000		60.00	59.70	597.01
ENGINEERING					
General Engineering	37,000	2,265.61	2,392.54	89.50	33,114.09
Grant Application Writing	0				-
Project Review	32,000	2,729.00	990.00	49.30	15,777.30
LEGAL					
Legal Services	5,500	515.75	386.50	68.06	3,743.25
JPA Update					157.50
MISCELLANEOUS					
Bookkeeping	4,700	344.37	284.00	116.99	5,498.66
Audit	6,500			75.38	4,900.00
Insurance & Bonding	3,100			93.10	2,886.00
Meeting Expense	3,250	142.06	143.35	77.32	2,512.93
PROJECTS					
Outfall and Stream Monitoring	24,000	945.33	0.13	69.31	16,634.16
Annual Monitoring Report	8,900	205.84		88.80	7,903.12
Water Quality Education					
Education	24,000	1,886.38	2,470.37	41.88	10,051.30
WMWA	17,000			88.24	15,000.00
Management Plan/Amendments	500				-
<i>Transfer to (from) CIPs</i>		108.00			50,108.00
<i>Transfer to (from) Grants</i>		6,233.50	1,794.25		30,041.25
<i>From SWA Assigned Funds</i>					24,335.75
<i>To (from) Reserves</i>					-
TOTAL OPERATING EXPENSE	203,950	18,039.55	10,816.02		252,579.96
CASH SUMMARY					
4M Fund Balance at 12/31/24					1,386,586.36
Plus Revenue Received to Date					272,189.46
Minus Claims Approved to Date					(283,404.14)
Minus Claims Presented Current Month					10,816.02
4M Fund Balance		1,397,003.72			1,386,187.70

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

Claims Presented	General Ledger Acct No.	November 2025		
				Total
Stantec				7,567.79
General Engineering	51001	2,392.54		
Project Reviews	51002	990.00		
Stream and Outfall Monitoring	58011	0.13		
Education Program	57008	2,390.87		
Annual Water Monitoring Report	58002			
Intensive BMPs	57011			
Miss Riverbank Stabilization Feasibility Study	70602	1,794.25		
TH 252 Area SWA	70501			
Town Law Center				386.50
Legal - General	52001	386.50		
Judie Anderson's Secretarial Service				2,861.73
Administration	53001	2,294.88		
Bookkeeping / Audit Prep	54002	284.00		
Project Review Support	53002	60.00		
Meeting Expense - Previous Mo. Meal	54001	143.35		
Education Programs	57008	79.50		
Engineering Support	53004			
Engineering Support - CIPs	53004			
Total Claims				10,816.02

Invoice Number	2471719
Invoice Date	October 22, 2025
Purchase Order	227707771
Customer Number	165866
Project Number	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)	3,382.67	Amount Billed to Date	53,319.22
		For Period Ending	October 17, 2025

judie@jass.biz

Top Task 101 General Engineering
Low Task 101 General Engineering

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	5.50	163.00	896.50
Shoemaker, Todd E	6.75	221.00	1,491.75
Subtotal Professional Services	<u>12.25</u>		<u>2,388.25</u>

Disbursements

Direct - Printing	4.29
Subtotal Disbursements	<u>4.29</u>

Low Task Subtotal	General Engineering	2,392.54
Top Task Subtotal	General Engineering	2,392.54

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

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Trosper, Sophie A	2.75	139.00	382.25
Shoemaker, Todd E	2.75	221.00	607.75
Subtotal Professional Services	<u>5.50</u>		<u>990.00</u>

Low Task Subtotal	General Project Review	990.00
Top Task Subtotal	Project Reviews / WCA	990.00

Invoice Number	2471719
Invoice Date	October 22, 2025
Purchase Order	227707771
Customer Number	165866
Project Number	227707771

Top Task	103	Outfall & Stream Monitoring
Low Task	103	Outfall & Stream Monitoring

Disbursements

Direct - Printing	0.13
Subtotal Disbursements	<u>0.13</u>

Low Task Subtotal	Outfall & Stream Monitoring	0.13
Top Task Subtotal	Outfall & Stream Monitoring	<u>0.13</u>

Total Fees & Disbursements	<u>3,382.67</u>
INVOICE TOTAL (USD)	3,382.67

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 2471720
Invoice Date October 22, 2025
Purchase Order 227707772
Customer Number 165842
Project Number 227707772

Low Task Subtotal **WMWA** 620.50

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

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Hembre, Kaitlyn Marie Elizabeth (Katie)	23.25	139.00	3,231.75
	Spector, Diane F	7.75	200.00	1,550.00
	Subtotal Professional Services	<u>31.00</u>		<u>4,781.75</u>

SC - 2,390.88

WM - 2,390.81

Low Task Subtotal **General Education** 4,781.75

Top Task Subtotal Education Program 5,402.25

Total Fees & Disbursements 14,529.89

INVOICE TOTAL (USD) **14,529.89**

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	2471718
Invoice Date	October 22, 2025
Purchase Order	—
Customer Number	165866
Project Number	227706216

Bill To

West Mississippi Watershed
 Management Commission
 Accounts Payable
 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	Mississippi Riverbank Stabilization Feasibility Study		
Project Manager	Shoemaker, Todd E	Contract Upset	60,000.00
Current Invoice Total (USD)	1,794.25	Amount Billed to Date	45,811.55
		For Period Ending	October 17, 2025

Top Task	100	Mississippi Riverbank Stabilization Feasibility Study
Low Task	100.003	30% Preliminary Design of Selected Option

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Setnor, Lisa Marie	0.25	155.00	38.75
Wochenske, Jordan	0.50	155.00	77.50
Megow, Erik Robert	3.50	204.00	714.00
Shoemaker, Todd E	4.00	241.00	964.00
Subtotal Professional Services	8.25		1,794.25

Low Task Subtotal	30% Preliminary Design of Selected Option	1,794.25
Top Task Subtotal	Mississippi Riverbank Stabilization Feasibility Study	1,794.25

Total Fees & Disbursements	1,794.25
INVOICE TOTAL (USD)	1,794.25

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



November 02, 2025

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

Bill Period: 10-01-2025 - 10-31-2025

Fees	376.00
Expenses	10.50
Total for this Bill	386.50
Previous Balance	0.00
Total Amount to Pay as of 11-02-2025	386.50

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

November 02, 2025

Bill Number: 965

Bill Period: 10-01-2025 - 10-31-2025

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
10-09-2025	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.60	235.00	376.00
Total					376.00

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.60	235.00	376.00
Total			376.00

Expenses

Date	Professional	Description	Amount
10-09-2025	Troy Gilchrist	Mileage to attend meeting	10.50
Total Expenses			10.50

Total for this Bill 386.50

Previous Balance 0.00

Total Amount to Pay as of 11-02-2025 386.50

Outstanding Balance as of 11-02-2025

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
386.50	0.00	0.00	0.00	0.00	0.00	386.50



3235 Fernbrook Lane
 Plymouth MN 55447

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

November 7, 2025

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM		SC	WM
Administrative		53001	8.66	87.50	757.75	7.47	87.50	653.63		
Administrative	70-30	53001	21.80	87.50	1,335.25		87.50	572.25		
Admin - offsite	70-30	53001	3.78	102.50	271.22		102.50	116.24		
<i>Office Support</i>	<i>70-30</i>	<i>53001</i>	<i>25.00</i>	<i>75.00</i>	<i>1,312.50</i>		<i>75.00</i>	<i>562.50</i>		
Data Processing/File Mgmt		53001	1.69	87.50	147.88	1.69	87.50	147.88		
Data Processing/File Mgmt	70-30	53001		87.50	-		87.50	-		
<i>Data E-Storage</i>		<i>53001</i>	<i>1.00</i>	<i>69.42</i>	<i>69.42</i>	<i>1.00</i>	<i>19.27</i>	<i>19.27</i>		
Administration Reimbursables		53001	384.43	1.00	384.43	180.11	1.00	180.11	4,333.180	2,294.875
<i>Annual Storage Rental -.14/.11</i>		<i>53001</i>	<i>1.00</i>	<i>54.74</i>	<i>54.74</i>	<i>1.00</i>	<i>43.01</i>	<i>43.01</i>		
Bookkeeping		54022	5.20	87.50	455.00	2.56	87.50	224.00		
<i>Bookkeeping Subscription</i>		<i>54022</i>	<i>1.00</i>	<i>60.00</i>	<i>60.00</i>	<i>1.00</i>	<i>60.00</i>	<i>60.00</i>		
Sage Subscription		54022	0.00	784.40	-	0.00	784.40	-		
Audit Prep		54022		87.50	-		87.50	-	515.000	284.000
Meal Expense	70-30	54001	477.84	1.00	334.49		1.00	143.35	334.488	143.352
Project / WCA Reviews - Secre		53002		70.00	-		70.00			
Project / WCA Reviews - Admin		53002	0.54	87.50	47.25		87.50	-		
Project Reviews - File Mgmt		53002		70.00	-		70.00	-		
<i>Drop Box Subscription</i>		<i>53002</i>	<i>1.00</i>	<i>120.00</i>	<i>60.00</i>	<i>1.00</i>	<i>120.00</i>	<i>60.00</i>		
Project / WCA Reviews -Reimbursal		53002	4.62	1.00	4.62		1.00	-	111.870	60.000
Website	50-50	57008	0.96	87.50	42.00		87.50	42.00		
<i>Renew website domain 3 yrs</i>	<i>50-50</i>	<i>57008</i>	<i>1.00</i>	<i>75.00</i>	<i>37.50</i>	<i>1.00</i>	<i>75.00</i>	<i>37.50</i>		
Education - Reimbursables	50-50	57007		1.00	-		1.00		79.500	79.500
									5,374.04	2,861.727

From: Joanna Sorenson <Joanna@jass.biz>
Sent: Monday, November 10, 2025 10:56 AM

November WMWA Update

Good Morning,

I hope everyone stayed warm over the chilly and windy weekend.

So far this school year, I have been to a few schools already. I currently have 17 Schools signed up for the lessons.

I have taught the Water Cycle lesson to 242 kids in the last month.

I have taught the Watershed lesson to 229 kids in the last month.

This past week, I had the opportunity to combine the watershed lesson with a class adopting a storm drain and going out to clean it up. I have included a couple of photos (faces are marked out for privacy reasons). It was fun to see the class use their new knowledge to help their environment.

Happy Veteran's day and a big thank you to any who have served.

Joanna





October 31, 2025

Dear West Metro Water Alliance partners,

Happy Halloween!

After the last WMWA meeting, we discussed the timing of these monthly updates. To better align with watershed commission meetings, I will now send these updates on or before the first day of each month. Please reach out with any questions – I welcome any feedback if you feel this timing is more or less helpful for you and your organization.

We have continued moving forward on WMWA projects and advancing our education and outreach efforts. Below you will find updates on current initiatives, next steps, and a summary of recent project activity.

Chloride Reduction Campaign:

The 2025-2026 chloride campaign plan has been finalized, and sent out last month to partners. As a reminder, please work with your watershed to suggest properties for consultations this season. Our goal is to complete at least 1 consultation in each watershed.

Youth Stormwater Education Work:

Here is a table, that reflects the current enrollment (the committed schools are starred):

Current participation 2022-2024			
School	Site	Watershed	Last participated
Osseo High School	Near MG HS	Elm Creek	2024
Wayzata High School*	Behind school	Elm Creek	2024
Avail Academy	Webber Park	Shingle Creek	2023
Rockford High School	TBD	Elm	New 2025
Nawayee Center School	Theodore Wirth Park	Basset	2024
Priority schools – 2025 fall			
Brooklyn Center HS	West Mississippi/Shingle Creek		
Brooklyn Park HS	Shingle Creek		
Camden HS	Shingle Creek watershed		
North High	TBD		

Updates from Mary:

Brooklyn Center High School: We had planned a two-day session involving five classes. They are interested in sampling Shingle Creek in Centennial Park. However, their in-class unit does not begin until early November, which limits our chances for suitable weather. We've decided to move this project to spring for better outdoor conditions.

Park Center High School: We are working with several teachers to create a multi-classroom, interdisciplinary experience focused on Shingle Creek. Topics will include climate change, biology, and water resources. As planning progresses, Grace will serve as the point person for all WMWA communications and will share any staffing needs or opportunities. We expect these conversations to begin in January 2026.

Communications work:

The October [media kit](#) was sent out to partners earlier this month. This media kit includes information to help residents and facilities reduce their reliance on chlorides for winter maintenance. Residents and property owners are encouraged to adopt best management practices in the winter season and attend MPCA Smart Salting trainings. In this media kit there are two sets of articles and social media posts for TWO separate audiences (property management and residents).

Parkers Lake Chloride Reduction Project:

We continue working with Bolton & Menk to implement recommended practices at previously engaged properties. Our focus remains on reducing chloride use and improving site management.

This fall/winter, we will:

- Re-engage participating facilities
- Implement site upgrades
- Host Smart Salting trainings
- Reach out to two additional target facilities

Eagle Lake and Fish Lake Shoreline/Yard Restoration Projects:

Metro Blooms and Blue Thumb staff have completed and distributed all restoration designs to participating residents. I have shared the letter of intent with homeowners and continue working to encourage them to implement these practices on their properties. For residents who participated in last year's workshops, we have begun sending out contracts to deliver stipends. We have one contract fully signed, and we are finishing delivering the stipend to the resident.

For a larger project identified on Fish Lake, ECWMC is interested in partially funding implementation. We are working with the property owner, watershed, and Hennepin County staff to finalize cost-share agreements and plan implementation for spring 2026.

RBWMO and BCWMC Muti-Family Housing Project Planning 2026-2027

We have met with RBWMO and BCWMC staff to discuss potential project sites and engagement strategies for 2026. Planning efforts for both projects will continue throughout the remainder of the year.

Please let me know if you have any questions or comments! Looking forward to connecting at the next WMWA meeting.

Thank you,

Grace Barcelow

Hennepin County Environment and Energy

Conservation Specialist

612-910-3914 (mobile)

612-543-9295 (office)

grace.barcelow@hennepin.us

Pronouns: she/her

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RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS