

Shingle Creek Watershed Management Commission Treasurer's Report

	2024 Budget	November	December	%age YTD	2024 YTD
REVENUE					
Application Fees	15,000	4,900.00		92.00	13,800.00
Member Assessments	370,000			100.00	370,000.00
Interest and Dividends	20,000	13,512.58		756.44	151,288.23
Miscellaneous Income					-
TOTAL OPERATING REVENUE	405,000	18,412.58	-		535,088.23
EXPENSE					
ADMINISTRATION					
Administrative Services	70,000	6,421.40	5,275.37	84.26	58,984.97
Engineering Support	15,000	1,139.84	924.43	74.20	11,130.24
Project Reviews	1,500	85.62	173.53	36.23	543.52
ENGINEERING					
General Engineering	80,000	5,975.25	5,966.83	95.03	76,026.05
Grant Application Writing	12,000	285.25	995.00	169.88	20,385.25
Project Reviews/WCA	35,000	1,170.75	9,437.00	112.54	39,389.70
Highway 252/94 EIS Review					173.25
Blue Line Extension		577.50			8,648.25
TMDL 5 Year Reviews	5,000		219.50	4.39	219.50
LEGAL - Legal Services	6,000		740.10	88.79	5,327.59
JPA Update					4,207.50
MISCELLANEOUS					
Bookkeeping	8,000	476.25	388.50	100.28	8,022.75
Audit	7,500			85.33	6,400.00
Insurance & Bonding	3,200	144.00		109.13	3,492.00
Meeting Expense	6,000	313.65	325.87	105.81	6,348.34
PROGRAMS					
Stream Monitoring	36,000		2,874.51	113.94	41,017.24
Stream Monitoring (USGS)	4,200			90.48	3,800.00
Lake Monitoring	30,000		1,371.24	103.36	31,008.48
Citizen Assisted Lake Monitoring (CAMP)	5,000		350.59	41.82	2,091.01
Volunteer Stream Monitoring (River Watch)	2,000			-	-
Annual Monitoring Report	16,500			100.84	16,638.19
Water Quality Education					
Education Program	24,000	121.37	2,237.26	51.45	12,348.60
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				-
To/From Reserves	25,600				
TOTAL OPERATING EXPENSE	405,000	16,710.88	31,279.73		367,202.43
OPERATING SURPLUS OR (DEFICIT)					167,885.80

Shingle Creek Watershed Management Commission Treasurer's Report

	2024 Budget	November	December	%age YTD	2024 YTD
GRANTS AND CAPITAL PROJECTS					
REVENUE					
Transfer to (from) Grants		134,239.02	-		272,792.04
Transfer to (from) CIPs					502,139.61
Transfer to (from) Closed Projects Account					-
TOTAL GRANT & CIP REVENUE		134,239.02	-		774,931.65
EXPENSE					
SC Trail Feasibility Study					4,345.25
Brookdale Pk SC Remeander Feasibility Stud			3,528.25		14,583.50
Gauke Pond SWA Amendment					-
Eagle Lake SWA					-
Colorado Ave Infiltration Trench Feas Study		3,280.00	2,013.25		20,122.00
Transfer to (from) Grants			2,539.07		40,425.42
Transfer to (from) CIPs					35,734.58
Transfer to (from) City Cost Share Fund					-
Transfer to (from) Partnership BMP Cost Share Fund					-
Transfer to (from) Closed Projects Account		10,501.65	9,607.02		44,843.49
TOTAL GRANT & CIP EXPENSE		13,781.65	17,687.59		160,054.24
WMWA					
REVENUE					
WMWA Education - Partners					44,000.00
EXPENSE					
WMWA General Admin - Tech		712.43	572.00		7,359.26
WMWA Implementation		12,000.00			12,134.41
WMWA Educators		1,650.04	1,286.31		7,874.59
WMWA Rain Garden Workshops					-
TOTAL WMWA EXPENSE		14,362.47	1,858.31		27,368.26
CASH SUMMARY					
4M Fund Balance at 12/31/23					2,728,740.53
Plus Revenue Received to date					1,376,249.88
Minus Claims Approved to Date					(648,192.11)
Minus Claims Presented Current Month					50,825.63
4M Fund Balance		3,558,449.56			3,507,623.93

Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No		December 2024		Total
Joanna Sorenson - WMWA Educator					1,220.15
WMWA Ed Services	57011		1,174.05		
WMWA Ed Reimbursement	57012		46.10		
WMWA Special Projects	57010				-
Stantec					41,087.39
General Engineering	51001		5,966.83		
Grant Writing	51005		995.00		
Project Reviews	51002		9,437.00		
TMDL 5-Year Reviews	56011		219.50		
Stream Monitoring	56004		2,874.51		
Lake Monitoring	56010		1,371.24		
CAMP	56002		350.59		
Education	57008		2,185.13		
Annual Water Monitoring Report	58002				
Meadow Lake Mgt Plan Phase 2 Grant	70739		2,539.07		
SC Trail Stabil.& Fishery Imp Feas.Study	58030				
Brookdale Park SC Remeander Feas.Study	58031		3,528.25		
Eagle and Pike Lakes Internal Load	58035		1,301.52		
Colorado Ave Infiltration Trench Feas Study	58036		2,013.25		
Twin and Ryan Lakes Carp Study	58037		800.00		
SC Daylighting Tech Assistance	58038		7,505.50		
Town Law Center					740.10
Legal - General	52001		740.10		
Legal - JPA Update	52001				
Judie Anderson's Secretarial Service					638.16
WMWA General Expense	57009		572.00		
WMWA Educators/WS Prep	57011		66.16		
Judie Anderson's Secretarial Service					7,139.83
Administration	53001		5,275.37		
Project Review Support	53002		173.53		
Bookkeeping / Audit Prep	54002		388.50		
Meeting Expense	54001		325.87		
Education Programs	57008		52.13		
Engineering Support	53004		924.43		
Total Claims					50,825.63



INVOICE

Invoice Number 2321743
Invoice Date December 5, 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

Project	Shingle Creek WMC 2024 Engineering Services		
Project Manager	Shoemaker, Todd E	Contract Upset	297,012.75
Current Invoice Total (USD)	25,584.92	Amount Billed to Date	264,988.94
		For Period Ending	December 3, 2024

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

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	5.25	133.00	698.25
Kemmitt, Kathrine Lee (Katie)	1.75	156.00	273.00
Osterdyk, Eric J	0.50	156.00	78.00
Spector, Diane F	2.00	205.00	410.00
Shoemaker, Todd E	19.50	231.00	4,504.50
Subtotal Professional Services	29.00		5,963.75

Disbursements

Direct - Printing	3.08
Subtotal Disbursements	3.08

Low Task Subtotal	General Engineering	5,966.83
Top Task Subtotal	General Engineering	5,966.83

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)	3.00	133.00	399.00
Setnor, Lisa Marie	0.50	149.00	74.50
Matthiesen, Edward Armin (Ed)	0.25	231.00	57.75
Shoemaker, Todd E	2.50	231.00	577.50

Invoice Number 2321743
Invoice Date December 5, 2024
Purchase Order --
Customer Number 165842
Project Number 227706654

Subtotal Professional Services 6.25 1,108.75

Low Task Subtotal **General Project Reviews** 1,108.75

Low Task 102.002 WCA

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	8.25	196.00	1,617.00
Subtotal Professional Services	<u>8.25</u>		<u>1,617.00</u>

Low Task Subtotal **WCA** 1,617.00

Low Task 102.008 24-04 CSAH 10 Box Culvert Replacement

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	4.75	140.00	665.00
Kaster, Anthony R (Tony)	2.00	196.00	392.00
Shoemaker, Todd E	5.50	231.00	1,270.50
Subtotal Professional Services	<u>12.25</u>		<u>2,327.50</u>

Low Task Subtotal **24-04 CSAH 10 Box Culvert Replacement** 2,327.50

Low Task 102.009 24-05 17597 NW Greenway Ph 6

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	4.25	140.00	595.00
Shoemaker, Todd E	5.50	231.00	1,270.50
Subtotal Professional Services	<u>9.75</u>		<u>1,865.50</u>

Low Task Subtotal **24-05 17597 NW Greenway Ph 6** 1,865.50

Low Task 102.010 Prairie Seeds Academy

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	5.00	140.00	700.00
Shoemaker, Todd E	5.75	231.00	1,328.25
Subtotal Professional Services	<u>10.75</u>		<u>2,028.25</u>

Invoice Number 2321743
Invoice Date December 5, 2024
Purchase Order --
Customer Number 165842
Project Number 227706654

Low Task Subtotal **Prairie Seeds Academy** 2,028.25

Low Task 102.011 24-07 Arbor Lakes Active Living

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	3.50	140.00	490.00
Subtotal Professional Services	3.50		490.00

Low Task Subtotal **24-07 Arbor Lakes Active Living** 490.00

Top Task Subtotal **Project Reviews/WCA** 9,437.00

Top Task 103 Stream Monitoring

Low Task 103 Stream Monitoring

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	0.50	133.00	66.50
Stone, Alicia L (Ali)	9.00	140.00	1,260.00
Kemmitt, Kathrine Lee (Katie)	1.50	156.00	234.00
Subtotal Professional Services	11.00		1,560.50

Disbursements

Usage - Vehicle	23.45
Direct - Testing & Lab Charges	1,281.90
Direct - Field Supplies	8.66
Subtotal Disbursements	1,314.01

Low Task Subtotal **Stream Monitoring** 2,874.51

Top Task Subtotal **Stream Monitoring** 2,874.51

Top Task 104 Lake Monitoring

Low Task 104 Lake Monitoring

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	4.75	133.00	631.75
Stone, Alicia L (Ali)	5.00	140.00	700.00
Subtotal Professional Services	9.75		1,331.75



INVOICE

Invoice Number 2321743
Invoice Date December 5, 2024
Purchase Order --
Customer Number 165842
Project Number 227706654

Disbursements

Direct - Printing	0.63
Usage - Vehicle	38.86
Subtotal Disbursements	<u>39.49</u>

Low Task Subtotal **Lake Monitoring** 1,371.24

Top Task Subtotal Lake Monitoring 1,371.24

Top Task 105 **CAMP**
Low Task 105 **CAMP**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	2.50	133.00	332.50
Subtotal Professional Services	<u>2.50</u>		<u>332.50</u>

Disbursements

Direct - Vehicle (mileage)	18.09
Subtotal Disbursements	<u>18.09</u>

Low Task Subtotal **CAMP** 350.59

Top Task Subtotal CAMP 350.59

Top Task 107 **TMDL 5-year Reviews**
Low Task 107 **TMDL 5-year Reviews**

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	0.75	156.00	117.00
Spector, Diane F	0.50	205.00	102.50
Subtotal Professional Services	<u>1.25</u>		<u>219.50</u>

Low Task Subtotal **TMDL 5-year Reviews** 219.50

Top Task Subtotal TMDL 5-year Reviews 219.50

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

Professional Services



INVOICE

Invoice Number 2321743
Invoice Date December 5, 2024
Purchase Order --
Customer Number 165842
Project Number 227706654

Category/Employee		Current Hours	Rate	Current Amount
	Kemmitt, Kathrine Lee (Katie)	3.75	156.00	585.00
	Spector, Diane F	2.00	205.00	410.00
	Subtotal Professional Services	<u>5.75</u>		<u>995.00</u>

Low Task Subtotal **Grant Writing** 995.00

Top Task Subtotal Grant Writing 995.00

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

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Neumiller, Grace Catherine	14.75	133.00	1,961.75
	Schafermeyer, Benjamin L (Ben)	2.00	133.00	266.00
	Kemmitt, Kathrine Lee (Katie)	1.00	156.00	156.00
	Spector, Diane F	8.00	205.00	1,640.00
	Shoemaker, Todd E	1.50	231.00	346.50
	Subtotal Professional Services	<u>27.25</u>		<u>4,370.25</u>

SC - 2,185.13

WM - 2,185.12

Low Task Subtotal **Education & Outreach** 4,370.25

Top Task Subtotal Education & Outreach 4,370.25

Total Fees & Disbursements 25,584.92
INVOICE TOTAL (USD) 25,584.92

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



INVOICE

Invoice Number 2316878
Invoice Date November 26, 2024
Purchase Order ~
Customer Number 165842
Project Number 227707169

Bill To

Shingle Creek Watershed
 Management Commission
 Accounts Payable
 3235 Fernbrook Lane
 Plymouth MN 55447
 United States

Please Remit To

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

Project	Brookdale Park Shingle Creek Remeander Funding Assistance		
Project Manager	Harding, Sarah Ellen	Contract Upset	6,000.00
Current Invoice Total (USD)	3,528.25	Amount Billed to Date	4,170.50
		For Period Ending	November 22, 2024

Top Task	1	Funding Assistance
Low Task	1	Funding Assistance

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Harding, Sarah Ellen	14.00	169.00	2,366.00
Berry, Thomas A (Tom)	4.00	196.00	784.00
Spector, Diane F	1.00	205.00	205.00
Shoemaker, Todd E	0.75	231.00	173.25
Subtotal Professional Services	<u>19.75</u>		<u>3,528.25</u>

Low Task Subtotal	Funding Assistance	3,528.25
Top Task Subtotal	Funding Assistance	3,528.25
Total Fees & Disbursements		<u>3,528.25</u>
INVOICE TOTAL (USD)		3,528.25

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



INVOICE

Invoice Number 2318436
Invoice Date November 28, 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

Project	Eagle and Pike Lakes Internal Load			
	Project Manager	Kemmitt, Katie	Contract Upset	123,304.00
	Current Invoice Total (USD)	1,301.52	Amount Billed to Date For Period Ending	24,852.71 November 22, 2024

Top Task	100	Engineering Support for Alum Treatments			
<u>Professional Services</u>					
Category/Employee		Current Hours	Rate	Current Amount	
		Hembre, Kaitlyn Marie Elizabeth (Katie)	3.00	133.00	399.00
		Kemmitt, Kathrine Lee (Katie)	3.75	156.00	585.00
		Subtotal Professional Services	<u>6.75</u>		<u>984.00</u>
Disbursements					
		Direct - Vehicle (mileage)			37.52
		Subtotal Disbursements			<u>37.52</u>

Top Task Subtotal Engineering Support for Alum Treatments 1,021.52

Top Task	200	Phosphorus Monitoring			
<u>Professional Services</u>					
Category/Employee		Current Hours	Rate	Current Amount	
		Lovell, Shirley R	2.00	140.00	280.00
		Subtotal Professional Services	<u>2.00</u>		<u>280.00</u>

Top Task Subtotal Phosphorus Monitoring 280.00

Total Fees & Disbursements 1,301.52
INVOICE TOTAL (USD) 1,301.52

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



INVOICE

Invoice Number 2318504
Invoice Date November 28, 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

Project	Colorado Avenue Infiltration Trench Feasibility Study		
Project Manager	Shoemaker, Todd E	Contract Upset	20,140.00
Current Invoice Total (USD)	2,013.25	Amount Billed to Date	20,122.00
		For Period Ending	November 22, 2024

Top Task	200	Geotechnical Evaluation		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Eickenberg, Paul Thomas	4.75	205.00	973.75
	Subtotal Professional Services	<u>4.75</u>		<u>973.75</u>
Top Task Subtotal	Geotechnical Evaluation			973.75

Top Task	300	Reporting		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Shoemaker, Todd E	4.50	231.00	1,039.50
	Subtotal Professional Services	<u>4.50</u>		<u>1,039.50</u>
Top Task Subtotal	Reporting			1,039.50

Total Fees & Disbursements 2,013.25
INVOICE TOTAL (USD) **2,013.25**

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



INVOICE

Invoice Number 2318439
Invoice Date November 28, 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

Project	Shingle Creek WMC Twin and Ryan Lakes Carp Study		
Project Manager	Kemmitt, Katie	Contract Upset	38,000.00
Current Invoice Total (USD)	800.00	Amount Billed to Date	12,485.28
		For Period Ending	November 22, 2024

Top Task	100	Conduct Common Carp Surveys	
Disbursements			
		Usage - Equipment Charges	800.00
		Subtotal Disbursements	<u>800.00</u>
Top Task Subtotal	Conduct Common Carp Surveys		800.00
	Total Fees & Disbursements		<u>800.00</u>
	INVOICE TOTAL (USD)		800.00

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



INVOICE

Invoice Number	2318505
Invoice Date	November 28, 2024
Purchase Order	~
Customer Number	165842
Project Number	227707393

Bill To

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

Please Remit To

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

Project	Shingle Creek Daylighting Technical Assistance		
Project Manager	Shoemaker, Todd E	Contract Upset	7,560.00
Current Invoice Total (USD)	7,505.50	Amount Billed to Date	7,505.50
		For Period Ending	November 22, 2024

Top Task	100	ID and evaluate options			
Low Task	100.1	Stream functional uplift assessment			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Varian, Anna	9.50	163.00	1,548.50
		Subtotal Professional Services	<u>9.50</u>		<u>1,548.50</u>
Low Task Subtotal	Stream functional uplift assessment				1,548.50

Low Task	100.2	Stream conceptual alignments			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Varian, Anna	2.50	163.00	407.50
		Sieracki, Matthew Paul (Matt)	4.00	181.00	724.00
		Subtotal Professional Services	<u>6.50</u>		<u>1,131.50</u>
Low Task Subtotal	Stream conceptual alignments				1,131.50

Low Task	100.3	Meetings			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Spector, Diane F	0.25	205.00	51.25
		Shoemaker, Todd E	14.00	231.00	3,234.00
		Subtotal Professional Services	<u>14.25</u>		<u>3,285.25</u>
Low Task Subtotal	Meetings				3,285.25

Invoice Number	2318505
Invoice Date	November 28, 2024
Purchase Order	
Customer Number	165842
Project Number	227707393

Low Task Subtotal	ID and evaluate options	5,965.25
-------------------	-------------------------	----------

Top Task	200	Prepare tech memo
Low Task	200.1	Figures of stream alignments

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Varian, Anna	2.00	163.00	326.00
Subtotal Professional Services	2.00		326.00

Low Task Subtotal	Figures of stream alignments	326.00
-------------------	------------------------------	--------

Low Task	200.2	Final Rport
-----------------	--------------	--------------------

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Rickard, Ingrid Suzanne	0.75	152.00	114.00
Varian, Anna	6.75	163.00	1,100.25
Subtotal Professional Services	7.50		1,214.25

Low Task Subtotal	Final Rport	1,214.25
-------------------	-------------	----------

Top Task Subtotal	Prepare tech memo	1,540.25
-------------------	-------------------	----------

Total Fees & Disbursements	7,505.50
INVOICE TOTAL (USD)	7,505.50

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



INVOICE

Invoice Number 2318501
Invoice Date November 28, 2024
Purchase Order --
Customer Number 165842
Project Number 227705219

Bill To

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

Please Remit To

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

Project	Meadow Lake Management Plan Phase 2		
Project Manager	Spector, Diane F	Contract Upset	102,810.00
Current Invoice Total (USD)	2,539.07	Amount Billed to Date For Period Ending	79,760.18 November 22, 2024

Top Task	100	Professional Services		
Low Task	100.102	Monitoring and Data Gathering		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Doerr, Sylvia M	2.00	140.00	280.00
	Stone, Alicia L (Ali)	6.00	140.00	840.00
	Subtotal Professional Services	<u>8.00</u>		<u>1,120.00</u>

Disbursements

Usage - Vehicle	325.62
Direct - Testing & Lab Charges	1,084.80
Direct - Field Supplies	8.65
Subtotal Disbursements	<u>1,419.07</u>

Low Task Subtotal	Monitoring and Data Gathering	2,539.07
Top Task Subtotal	Professional Services	2,539.07
Total Fees & Disbursements		<u>2,539.07</u>
INVOICE TOTAL (USD)		2,539.07

Due upon receipt or in accordance with terms of the contract



November 04, 2024

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

Bill Period: 10-01-2024 - 10-31-2024

Fees	337.50
Expenses	10.05
Total for this Bill	347.55
Previous Balance	0.00
Total Amount to Pay as of 11-14-2024	347.55

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

November 04, 2024

Bill Number: 265

Bill Period: 10-01-2024 - 10-31-2024

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
10-10-2024	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.50	225.00	337.50
Total					337.50

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.50	225.00	337.50
Total			337.50

Expenses

Date	Professional	Description	Amount
10-10-2024	Troy Gilchrist	Mileage to attend meeting	10.05
Total Expenses			10.05

Total for this Bill 347.55

Previous Balance 0.00

Total Amount to Pay as of 11-14-2024 347.55

Outstanding Balance as of 11-14-2024

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
347.55	0.00	0.00	0.00	0.00	0.00	347.55



December 02, 2024

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

Bill Period: 11-01-2024 - 11-30-2024

Fees	382.50
Expenses	10.05
Total for this Bill	392.55
Previous Balance	347.55
Total Amount to Pay as of 12-02-2024	740.10

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

December 02, 2024

Bill Number: 323

Bill Period: 11-01-2024 - 11-30-2024

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
11-14-2024	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.70	225.00	382.50
Total					382.50

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.70	225.00	382.50
Total			382.50

Expenses

Date	Professional	Description	Amount
11-14-2024	Troy Gilchrist	Mileage to attend meeting	10.05
Total Expenses			10.05

Total for this Bill 392.55

Previous Balance 347.55

Total Amount to Pay as of 12-02-2024 740.10

Outstanding Balance as of 12-02-2024

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
740.10	0.00	0.00	0.00	0.00	0.00	740.10

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: 12/10/2024

Log of Services

Date	Description	Hours	Extended (\$45/hr)	Mileage	Extended (0.67/mi)	Supplies/ Fees
11/12/2024	WMWA Meeting	1.17	52.65			
Total - WMWA Meetings		1.17	\$ 52.65		\$ -	\$ -
11/14/2024	Emails and prep	1.00	45.00			
11/24/2024	Emails and prep	1.00	45.00			
12/1/2024	Emails and presentation	0.75	33.75			
12/2/2024	Updating presentations for schools	1.00	45.00			
12/4/2024	Presentations	2.00	90.00			
12/7/2024	Presentations and emails	2.00	90.00			
12/9/2024	Enviroscape and presentations	2.00	90.00			
Total - Program Development/Communication			\$ 438.75		\$ -	\$ -
11/25/2024	Noble Elementary	1.50	67.50	17.40	11.66	
11/26/2024	Elm Creek Elementary	5.50	247.50	17.00	11.39	
12/3/2024	Elm Creek Elementary	5.50	247.50	17.00	11.39	
12/4/2024	Noble Elementary	1.50	67.50	17.40	11.66	
Total - Classroom/Community Events			\$ 630.00		\$ 46.10	\$ -
Total:		26.09	\$ 1,174.05	68.80	\$ 46.10	\$ -

Invoice Total \$ 1,220.15

FOR OFFICE USE ONLY

1,174.05	57011	WMWA Ed Regular Services
46.10	57012	WMWA Ed Reimbursed Expense
-	57010	Special Projects

1,220.15 TOTAL



3235 Fernbrook Lane N
 Plymouth MN 55447

Shingle Creek Watershed Management Commission
 3235 Fernbrook Lane
 Plymouth MN 55447

December 6, 2024

Re: 2024 WMWA General Expense and Watershed PREP

Description	Rate	Hours/ No.	Amount	Total
General Expense				
Administrative	75.00	4.77	357.75	
Administrative - website, Facebook, Twitter	75.00	1.00	75.00	
Offsite, WMWA meetings, Blue Thumb, Watershed Partners, Home Expo, Henn County, city events	80.00	1.67	133.60	
Website hosting, Godaddy renewal	1.00		-	
Reimbursables	1.00	5.65	5.65	
Total General Expense				572.00
Watershed PREP				
Administrative	75.00		-	
Offsite	80.00		-	
Reimbursables	1.00		66.16	
Total Watershed PREP			-	66.16
			-	
Total this invoice				638.16
Partner Share				159.54



3235 Fernbrook Lane
Plymouth MN 55447

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

December 6, 2024

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
									SC	WM
Administrative		53001	24.62	75.00	1,846.50	14.62	75.00	1,096.50		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001	27.70	75.00	1,454.25		75.00	623.25		
Administrative - Convenc	50-50	53001		75.00	-		75.00	-		
Admin - offsite	70-30	53001	3.15	80.00	176.40		80.00	75.60		
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	0.59	75.00	30.98		75.00	13.28		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Administration Reimbursables		53001	268.76	1.00	268.76	79.81	1.00	95.74	5,275.375	2,566.125
Bookkeeping		54022	3.58	75.00	268.50	2.42	75.00	181.50		
Bookkeeping Subscription		54022	2.00	60.00	120.00	2.00	60.00	120.00		
Audit Prep		54022		75.00	-		75.00	-	388.500	301.500
Meal Expense	70-30	54001	465.53	1.00	325.87		1.00	139.66	325.871	139.659
Project / WCA Reviews - Admin		53002	2.09	75.00	156.75	1.00	75.00	75.00		
Project / WCA Reviews -Reimbursables		53002	16.78	1.00	16.78	10.24	1.00	10.24	173.530	85.240
Education - Admin	50-50	57008		70.00	-		70.00	-		
Education - Admin	50-50	57008		75.00	-		75.00	-		
Education - Admin - virtual	50-50	57008		80.00	-		80.00	-		
Website	50-50	57008	0.75	75.00	28.13		75.00	28.13	52.125	52.125
Renew website domain, zoom	50-50	57008	48.00	1.00	24.00		1.00	24.00		
Education - Reimbursables	50-50	57007		1.00	-		1.00			
Engineering Support - Admin	70-30	53004	15.09	75.00	792.23		75.00	339.53		
Engineering Support - offsite	70-30	53004	1.65	80.00	92.40		80.00	39.60		
Engineering Support - Reimbursables		53004	39.80	1.00	39.80	17.06	1.00	17.06	924.425	396.185
									7,139.83	3,540.834

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

	2024 Budget	November	December	%age YTD	2024 YTD
REVENUE					
Application Fees	20,000	2,500.00		32.00	6,400.00
Member Assessments	160,000			100.00	160,000.00
Interest & Dividend Income	5,000	5,064.46		1,239.11	61,955.71
Miscellaneous Income					-
<i>Transfer to (from) CIPs</i>					82,513.42
<i>Transfer to (from) Grants</i>					-
<i>To (From) Reserve</i>	8,000				-
TOTAL REVENUE	193,000	7,564.46	-		310,869.13
EXPENSES					
ADMINISTRATION					
Administrative Services	32,000	3,237.81	2,566.13	91.63	29,321.97
Engineering Support	4,000	488.50	396.18	118.59	4,743.76
Project Reviews	1,500	17.99	85.24	19.65	294.77
ENGINEERING					
General Engineering	35,000	3,148.50	2,732.49	95.28	33,349.59
Grant Application Writing	500				-
Project Review	30,000	2,040.50	4,382.00	64.84	19,452.75
Highway 252/94 EIS Review					1,617.00
LEGAL					
Legal Services	5,000		740.10	91.25	4,562.59
JPA Update					4,185.00
MISCELLANEOUS					
Bookkeeping	4,000	357.00	301.50	123.99	4,959.75
Audit	6,500			73.85	4,800.00
Insurance & Bonding	3,000	144.00		101.67	3,050.00
Meeting Expense	3,000	134.42	139.66	90.69	2,720.72
PROJECTS					
Outfall and Stream Monitoring	24,000	791.00	179.50	56.55	13,571.81
Annual Monitoring Report	8,000			102.44	8,194.93
Water Quality Education					
Education	24,000	121.38	2,237.25	51.45	12,348.59
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
<i>Transfer to (from) Grants</i>			2,254.00		10,531.55
<i>To (from) Reserves</i>					-
TOTAL OPERATING EXPENSE	193,000	10,481.10	16,014.05		168,910.48
CASH SUMMARY					
4M Fund Balance at 12/31/23					1,314,028.04
Plus Revenue Received to Date					311,386.01
Minus Claims Approved to Date					(336,742.82)
Minus Claims Presented Current Month					16,014.05
4M Fund Balance		1,320,699.33			1,304,685.28

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

Claims Presented	General Ledger Acct No.	December 2024		
				Total
Stantec				11,733.11
General Engineering	51001	2,732.49		
Project Reviews	51002	4,382.00		
Stream and Outfall Monitoring	58011	179.50		
Education Program	57008	2,185.12		
Annual Water Monitoring Report	58002			
Miss Riverbank Stabilization Feasibility Study	70602	2,254.00		
Town Law Center				740.10
Legal - General	52001	740.10		
Legal - JPA Update	52001			
Judie Anderson's Secretarial Service				3,540.84
Administration	53001	2,566.13		
Bookkeeping / Audit Prep	54002	301.50		
Project Review Support	53002	85.24		
Meeting Expense - Previous Mo. Meal	54001	139.66		
Education Programs	57008	52.13		
Engineering Support	53004	396.18		
Total Claims				16,014.05



INVOICE

Invoice Number	2318566
Invoice Date	November 28, 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

Project	West Mississippi WMC 2024 Engineering Services		
Project Manager	Shoemaker, Todd E	Contract Upset	89,000.00
Current Invoice Total (USD)	7,293.99	Amount Billed to Date	67,991.15
		For Period Ending	November 22, 2024

Top Task	1000	General Engineering
Low Task	1000	General Engineering

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	1.75	156.00	273.00
Spector, Diane F	0.25	205.00	51.25
Shoemaker, Todd E	10.00	231.00	2,310.00
Subtotal Professional Services	<u>12.00</u>		<u>2,634.25</u>

Disbursements

Direct - Vehicle (mileage)	96.48
Direct - Printing	1.76
Subtotal Disbursements	<u>98.24</u>

Low Task Subtotal **General Engineering** 2,732.49

Top Task Subtotal General Engineering 2,732.49

Top Task	2000	Stream & Outfall Monitoring
Low Task	2000	Stream & Outfall Monitoring

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	0.50	156.00	78.00
Subtotal Professional Services	<u>0.50</u>		<u>78.00</u>

Disbursements

Direct - Subconsultant Expense	101.50
--------------------------------	--------



INVOICE

Invoice Number 2318566
Invoice Date November 28, 2024
Purchase Order --
Customer Number 165866
Project Number 227706622

Subtotal Disbursements 101.50

Low Task Subtotal **Stream & Outfall Monitoring** 179.50

Top Task Subtotal Stream & Outfall Monitoring 179.50

Top Task 2024 Project Reviews/WCA

Low Task 2024.002 WCA

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	4.25	196.00	833.00
Subtotal Professional Services	<u>4.25</u>		<u>833.00</u>

Low Task Subtotal **WCA** 833.00

Low Task 2024.005 109th Ave Reconstruction

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	6.50	140.00	910.00
Shoemaker, Todd E	7.50	231.00	1,732.50
Subtotal Professional Services	<u>14.00</u>		<u>2,642.50</u>

Low Task Subtotal **109th Ave Reconstruction** 2,642.50

Low Task 2024.007 WM2024-05 Takeda PV Solar

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	4.00	140.00	560.00
Shoemaker, Todd E	1.50	231.00	346.50
Subtotal Professional Services	<u>5.50</u>		<u>906.50</u>

Low Task Subtotal **WM2024-05 Takeda PV Solar** 906.50

Top Task Subtotal Project Reviews/WCA 4,382.00

Total Fees & Disbursements 7,293.99

INVOICE TOTAL (USD) 7,293.99

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



INVOICE

Invoice Number 2321743
Invoice Date December 5, 2024
Purchase Order --
Customer Number 165842
Project Number 227706654

Category/Employee		Current Hours	Rate	Current Amount
	Kemmitt, Kathrine Lee (Katie)	3.75	156.00	585.00
	Spector, Diane F	2.00	205.00	410.00
	Subtotal Professional Services	<u>5.75</u>		<u>995.00</u>

Low Task Subtotal **Grant Writing** 995.00

Top Task Subtotal Grant Writing 995.00

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

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Neumiller, Grace Catherine	14.75	133.00	1,961.75
	Schafermeyer, Benjamin L (Berf)	2.00	133.00	266.00
	Kemmitt, Kathrine Lee (Katie)	1.00	156.00	156.00
	Spector, Diane F	8.00	205.00	1,640.00
	Shoemaker, Todd E	1.50	231.00	346.50
	Subtotal Professional Services	<u>27.25</u>		<u>4,370.25</u>

SC - 2,185.13
 WM - 2,185.12

Low Task Subtotal **Education & Outreach** 4,370.25

Top Task Subtotal Education & Outreach 4,370.25

Total Fees & Disbursements 25,584.92
INVOICE TOTAL (USD) **25,584.92**

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



INVOICE

Invoice Number 2318500
Invoice Date November 28, 2024
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

Please Remit To

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

Project		Mississippi Riverbank Stabilization Feasibility Study	
Project Manager	Megow, Erik Robert	Contract Upset	60,000.00
Current Invoice Total (USD)	2,254.00	Amount Billed to Date	15,770.30
		For Period Ending	November 22, 2024
Top Task	100	Mississippi Riverbank Stabilization Feasibility Study	
Low Task	100.001	Data Collection & Review	
<u>Professional Services</u>			
Category/Employee		Current Hours	Rate
	Megow, Erik Robert	8.00	196.00
	Subtotal Professional Services	<u>8.00</u>	<u>1,568.00</u>
Low Task Subtotal	Data Collection & Review		1,568.00
Low Task	100.002	Alternatives Evaluation	
<u>Professional Services</u>			
Category/Employee		Current Hours	Rate
	Megow, Erik Robert	3.50	196.00
	Subtotal Professional Services	<u>3.50</u>	<u>686.00</u>
Low Task Subtotal	Alternatives Evaluation		686.00
Top Task Subtotal	Mississippi Riverbank Stabilization Feasibility Study		2,254.00
	Total Fees & Disbursements		<u>2,254.00</u>
	INVOICE TOTAL (USD)		2,254.00

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



December 02, 2024

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

Bill Period: 11-01-2024 - 11-30-2024

Fees	382.50
Expenses	10.05
Total for this Bill	392.55
Previous Balance	347.55
Total Amount to Pay as of 12-02-2024	740.10

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

December 02, 2024

Bill Number: 336

Bill Period: 11-01-2024 - 11-30-2024

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
11-14-2024	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.70	225.00	382.50
Total					382.50

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.70	225.00	382.50
Total			382.50

Expenses

Date	Professional	Description	Amount
11-14-2024	Troy Gilchrist	Mileage to attend meeting	10.05
Total Expenses			10.05

Total for this Bill 392.55

Previous Balance 347.55

Total Amount to Pay as of 12-02-2024 740.10

Outstanding Balance as of 12-02-2024

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
740.10	0.00	0.00	0.00	0.00	0.00	740.10



November 04, 2024

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

Bill Period: 10-01-2024 - 10-31-2024

Fees	337.50
Expenses	10.05
Total for this Bill	347.55
Previous Balance	0.00
Total Amount to Pay as of 11-14-2024	347.55



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

November 04, 2024

Bill Number: 278

Bill Period: 10-01-2024 - 10-31-2024

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
10-10-2024	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.50	225.00	337.50
Total					337.50

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.50	225.00	337.50
Total			337.50

Expenses

Date	Professional	Description	Amount
10-10-2024	Troy Gilchrist	Mileage to attend meeting	10.05
Total Expenses			10.05

Total for this Bill 347.55

Previous Balance 0.00

Total Amount to Pay as of 11-14-2024 347.55

Outstanding Balance as of 11-14-2024

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
347.55	0.00	0.00	0.00	0.00	0.00	347.55



3235 Fernbrook Lane
Plymouth MN 55447

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

December 6, 2024

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM		SC	WM
Administrative		53001	24.62	75.00	1,846.50	14.62	75.00	1,096.50		
Admin - Offsite		53001		80.00	-		80.00	-		
Administrative	70-30	53001	27.70	75.00	1,454.25		75.00	623.25		
Administrative - Convene	50-50	53001		75.00	-		75.00	-		
Admin - offsite	70-30	53001	3.15	80.00	176.40		80.00	75.60		
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	0.59	75.00	30.98		75.00	13.28		
Annual Storage Rental -.14/.11		53001	1.00	54.74	54.74	1.00	43.01	43.01		
Administration Reimbursables		53001	268.76	1.00	268.76	79.81	1.00	95.74	5,275.375	2,566.125
Bookkeeping		54022	3.58	75.00	268.50	2.42	75.00	181.50		
Bookkeeping Subscription		54022	2.00	60.00	120.00	2.00	60.00	120.00		
Audit Prep		54022		75.00	-		75.00	-	388.500	301.500
Meal Expense	70-30	54001	465.53	1.00	325.87		1.00	139.66	325.871	139.659
Project / WCA Reviews - Admin		53002	2.09	75.00	156.75	1.00	75.00	75.00		
Project / WCA Reviews -Reimbursables		53002	16.78	1.00	16.78	10.24	1.00	10.24	173.530	85.240
Education - Admin	50-50	57008		70.00	-		70.00	-		
Education - Admin	50-50	57008		75.00	-		75.00	-		
Education - Admin - virtual	50-50	57008		80.00	-		80.00	-		
Website	50-50	57008	0.75	75.00	28.13		75.00	28.13	52.125	52.125
Renew website domain, zoom	50-50	57008	48.00	1.00	24.00		1.00	24.00		
Education - Reimbursables	50-50	57007		1.00	-		1.00			
Engineering Support - Admin	70-30	53004	15.09	75.00	792.23		75.00	339.53		
Engineering Support - offsite	70-30	53004	1.65	80.00	92.40		80.00	39.60		
Engineering Support - Reimbursables		53004	39.80	1.00	39.80	17.06	1.00	17.06	924.425	396.185
									7,139.83	3,540.834