

Shingle Creek Watershed Management Commission Treasurer's Report

	2025 Budget	November	December	%age YTD	2025 YTD
REVENUE					
Application Fees	15,000	600.00		112.67	16,900.00
Member Assessments	372,000			100.00	372,000.00
Interest and Dividends	20,000	13,700.16		819.01	163,802.28
Miscellaneous Income		16,666.28			16,666.28
TOTAL OPERATING REVENUE	407,000	30,966.44	-		569,368.56
EXPENSE					
ADMINISTRATION					
Administrative Services	70,000	4,333.18	5,500.72	89.30	62,512.80
Engineering Support	15,000		379.75	62.47	9,369.80
Project Reviews	1,200	111.87	183.10	97.62	1,171.44
ENGINEERING					
General Engineering	87,000	6,226.51	10,392.49	97.13	84,506.62
Grant Application Writing	12,000			61.26	7,351.50
Project Reviews/WCA	37,500		7,666.25	94.08	35,279.05
Blue Line Extension					8,509.40
TMDL 5 Year Reviews	5,000	1,243.25	1,752.25	157.88	7,893.75
LEGAL - Legal Services	6,500	551.00	363.00	76.63	4,981.25
JPA Update					94.00
MISCELLANEOUS					
Bookkeeping	10,500	515.00	450.25	114.62	12,035.40
Audit	7,500			86.67	6,500.00
Insurance & Bonding	3,400			96.68	3,287.00
Meeting Expense	6,500	334.49	294.41	94.74	6,157.91
PROGRAMS					
Stream Monitoring	36,000	660.38	1,257.83	105.87	38,114.16
Stream Monitoring (USGS)	4,200			90.48	3,800.00
Lake Monitoring	28,000	997.50	563.99	96.00	26,880.99
Citizen Assisted Lake Monitoring (CAMP)	6,500		684.25	55.79	3,626.25
Annual Monitoring Report	18,100		151.60	89.49	16,197.41
Water Quality Education					
Education Program	24,000	2,470.38	967.00	45.91	11,018.32
WMWA (SC Share)	17,000	15,000.00		88.24	15,000.00
Management Plan/Amendments	500			-	-
Subwatershed BMP Assessment	0			-	-
Contribution to 5th Generation Plan	10,000			-	-
To/From Reserves	600			-	-
TOTAL OPERATING EXPENSE	407,000	32,443.56	30,606.89	89.51	364,287.05
OPERATING SURPLUS OR (DEFICIT)					205,081.51

Shingle Creek Watershed Management Commission Treasurer's Report

	2025 Budget	November	December	%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		14,497.50	9,938.25		474,697.78
Transfer to (from) CIPs			870.00		91,183.64
Transfer to (from) City Cost Share Fund					-
Transfer to (from) Partnership BMP Cost Share Fund					-
Transfer to (from) Closed Projects Account		12,012.35	3,409.00		132,956.95
TOTAL GRANT & CIP EXPENSE		26,509.85	14,217.25		698,838.37
WMWA					
REVENUE					
WMWA Education - Partners		15,000.00			60,000.00
EXPENSE					
WMWA General Admin - Tech		1,256.59	1,369.39		14,473.59
WMWA Implementation		270.57	44.66		926.23
WMWA Educators		1,984.33	3,060.36		19,381.92
TOTAL WMWA EXPENSE		3,511.49	4,474.41		34,781.74
CASH SUMMARY					
4M Fund Balance at 12/31/24					3,991,208.16
Plus Revenue Received to date					1,471,801.13
Minus Claims Approved to Date					(1,326,790.43)
Minus Claims Presented Current Month					49,298.55
4M Fund Balance		4,234,815.96			4,185,517.41

Shingle Creek Watershed Management Commission Treasurer's Report

Claims Presented	General Ledger Acct No	December 2025	Total
WSB - 2025 Crystal Lake Carp Mgt...	70743	4,475.50	4,475.50
Joanna Sorenson - WMWA Educator			3,105.02
WMWA Ed Services	57011	2,857.50	
WMWA Ed Reimbursement	57012	202.86	
WMWA Special Projects	57010	44.66	-
Stantec			34,339.91
General Engineering	51001	10,392.49	
Grant Writing	51005		
Project Reviews	51002	7,666.25	
Blue Line Extension	51009		
TMDL 5-Year Reviews	56011	1,752.25	
Stream Monitoring	56004	1,257.83	
Lake Monitoring	56010	563.99	
CAMP	56002	684.25	
Education	57008	925.00	
Education - WMWA	57009	1,204.50	
Annual Water Monitoring Report	58002	151.60	
Meadow Lake Mgt Plan Phase 2 Grant	70739	2,190.00	
Crystal Lake Management Plan Grant	70732		
Eagle and Pike Lakes Internal Load	58035	3,409.00	
Joint Chloride Mgmt Plan (BWSR AIG)	70744	3,272.75	
Twin Lakes CLP Mgmt (25 Prop Maint Fund)	70844	870.00	
Ryan Creek Carp Barrier Maint (25 Prop M	70844		
Twin Lakes SWA	58023		
Bass Creek Feasibility Study	58028		
Town Law Center			363.00
Legal - General	52001	363.00	
Judie Anderson's Secretarial Service			164.89
WMWA General Expense	57009	164.89	
Judie Anderson's Secretarial Service			6,850.23
Administration	53001	5,500.72	
Project Review Support	53002	183.10	
Bookkeeping / Audit Prep	54002	450.25	
Meeting Expense	54001	294.41	
Education Programs	57008	42.00	
Engineering Support	53004	379.75	
Engineering Support - CIP General	53004		
Total Claims			49,298.55

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

November 19, 2025
 Project/Invoice: R-030878-000 - 4
 Reviewed by: Anthony Havranek
 Project Manager: Mary Newman

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

Phase 001 Project Management
 Project Management

	Hours	Rate	Amount	
Carson, Phillip	.25	137.00	34.25	
Newman, Mary	.25	147.00	36.75	
Totals	.50		71.00	
Total Labor				71.00
				Total this Task \$71.00
				Total this Phase \$71.00

Phase 003 Box Netting
 Installation/Maintenance/Decon

	Hours	Rate	Amount	
Carson, Phillip	6.00	137.00	822.00	
Newman, Mary	13.75	147.00	2,021.25	
Totals	19.75		2,843.25	
Total Labor				2,843.25
				Total this Task \$2,843.25

Disposal & Decon

	Hours	Rate	Amount	
Carson, Phillip	6.00	137.00	822.00	
Newman, Mary	2.00	147.00	294.00	
Totals	8.00		1,116.00	
Total Labor				1,116.00
				Total this Task \$1,116.00
				Total this Phase \$3,959.25

Phase 004 Aging subset of carp
 Aging Subset of Carp

	Hours	Rate	Amount
Carson, Phillip	3.25	137.00	445.25
Totals	3.25		445.25
Total Labor			445.25

Total this Task \$445.25

Total this Phase \$445.25

Billing Limits	Current	Prior	To-Date
Total Billings	4,475.50	45,140.41	49,615.91
Limit			53,471.00
Remaining			3,855.09
		Total this Invoice	<u>\$4,475.50</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: 11/30/2025

Log of Services

Date	Description	Hours	Extended (\$45/hr)	Mileage	Extended (0.70/mi)	Supplies/ Fees
11/5/2025	Website Meeting	0.50	22.50			
Total - WMWA Meetings			\$ 22.50		\$ -	\$ -
11/3/2025	Emails, Invoice	2.00	90.00			
11/3/2025	Portable Rolling Folding Dolly					40.09
11/5/2025	Erosion Lesson	2.00	90.00			
11/10/2025	Emails, Erosion	3.75	168.75	2.00	1.40	
11/13/2025	Emails, Erosion	1.00	45.00			
11/19/2025	Plymouth City Hall, Store	1.00	45.00	4.80	3.36	
11/19/2025	Supplies - Cinnamon, Red & Green Sugars					4.57
Total - Program Development/Communication			\$ 438.75		\$ 4.76	\$ 44.66
11/6/2025	Meadowbrook	5.75	258.75	26.00	18.20	
11/7/2025	Meadowbrook	3.00	135.00	26.00	18.20	
11/11/2025	Sea School	6.50	292.50	15.20	10.64	
11/12/2025	Rice Lake	3.00	135.00	16.20	11.34	
11/13/2025	Rice Lake	3.00	135.00	16.20	11.34	
11/17/2025	Woodland	6.00	270.00	28.60	20.02	
11/18/2025	Woodland	4.75	213.75	28.60	20.02	
11/20/2025	Meadowbrook	5.00	225.00	26.00	18.20	
11/20/2025	Weaver Lake	2.50	112.50	17.00	11.90	
11/21/2025	Meadowbrook	3.00	135.00	26.00	18.20	
11/24/2025	Woodland	6.00	270.00	28.60	20.02	
11/25/2025	Woodland	4.75	213.75	28.60	20.02	
Total - Classroom/Community Events			\$ 2,396.25		\$ 198.10	\$ -
Total:		63.50	\$ 2,857.50	289.80	\$ 202.86	\$ 44.66

Invoice Total \$ 3,105.02

FOR OFFICE USE ONLY

2,857.50	57011	WMWA Ed Regular Services
202.86	57012	WMWA Ed Reimbursed Expense
44.66	57010	Special Projects

3,105.02 TOTAL



INVOICE

Invoice Number 2491962
Invoice Date December 3, 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	Osterdyk, Eric J	Contract Upset	282,025.58
Current Invoice Total (USD)	25,523.16	Amount Billed to Date	249,845.83
		For Period Ending	November 21, 2025

Top Task 101 General Engineering

Low Task 101 General Engineering

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Trosper, Sophie A	1.25	139.00	173.75
Neumiller, Grace Catherine	39.50	146.00	5,767.00
Setnor, Lisa Marie	0.50	155.00	77.50
Kemmitt, Kathrine Lee (Katie)	11.00	163.00	1,793.00
Harding, Sarah Ellen	0.25	176.00	44.00
Osterdyk, Eric J	1.50	176.00	264.00
Loffon, Dendy D	3.00	189.00	567.00
Spector, Diane F	4.50	200.00	900.00
Matthiesen, Edward Armin (Ed)	0.25	221.00	55.25
Shoemaker, Todd E	3.00	221.00	663.00
Subtotal Professional Services	64.75		10,304.50

Disbursements

Direct - Printing	15.19
Direct - Vehicle (mileage)	72.80
Subtotal Disbursements	87.99

Low Task Subtotal **General Engineering** 10,392.49

Top Task Subtotal General Engineering 10,392.49

Top Task 103A Project Reviews/WCA

Low Task 103A.01 WCA

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Kaster, Anthony R (Tony)	4.50	189.00	850.50

Invoice Number	2491962
Invoice Date	December 3, 2025
Purchase Order	227707772
Customer Number	165842
Project Number	227707772

Subtotal Professional Services	4.50	850.50
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Low Task Subtotal	WCA	850.50
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Low Task	103A.02	General Project Review
<u>Professional Services</u>		

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	11.00	146.00	1,606.00
Osterdyk, Eric J	7.25	176.00	1,276.00
Matthiesen, Edward Armin (Ed)	1.25	221.00	276.25
Shoemaker, Todd E	2.00	221.00	442.00
Subtotal Professional Services	21.50		3,600.25

Low Task Subtotal	General Project Review	3,600.25
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Low Task	2025.08	Joyful Way Church
<u>Professional Services</u>		

Category/Employee	Current Hours	Rate	Current Amount
Trosper, Sophie A	6.50	139.00	903.50
Subtotal Professional Services	6.50		903.50

Low Task Subtotal	Joyful Way Church	903.50
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Low Task	2025.09	Boston Scientific Utility Relocations
<u>Professional Services</u>		

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	8.00	146.00	1,168.00
Osterdyk, Eric J	6.50	176.00	1,144.00
Subtotal Professional Services	14.50		2,312.00

Low Task Subtotal	Boston Scientific Utility Relocations	2,312.00
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Top Task Subtotal	Project Reviews/WCA	7,666.25
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Top Task	105	TMDL 5 Year Reviews
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Low Task	105	TMDL 5 Year Reviews
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Professional Services

Invoice Number 2491962
Invoice Date December 3, 2025
Purchase Order 227707772
Customer Number 165842
Project Number 227707772

Category/Employee	Current Hours	Rate	Current Amount
Kemmitt, Kathrine Lee (Katie)	10.75	163.00	1,752.25
Subtotal Professional Services	10.75		1,752.25

Low Task Subtotal	TMDL 5 Year Reviews	1,752.25
Top Task Subtotal	TMDL 5 Year Reviews	1,752.25

Top Task **106** **Stream Monitoring**
Low Task **106** **Stream Monitoring**
Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	6.00	139.00	834.00
Clapp, Lucas W	2.25	146.00	328.50
Subtotal Professional Services	8.25		1,162.50

Usages/Units	Usage - Vehicle	
		95.20

Usages/Units Subtotal 95.20

Disbursements	Direct - Printing	0.13
	Subtotal Disbursements	0.13

Low Task Subtotal	Stream Monitoring	1,257.83
Top Task Subtotal	Stream Monitoring	1,257.83

Top Task **107** **Lake Monitoring**
Low Task **107** **Lake Monitoring**
Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Clapp, Lucas W	0.50	146.00	73.00
Subtotal Professional Services	0.50		73.00

Invoice Number	2491962
Invoice Date	December 3, 2025
Purchase Order	227707772
Customer Number	165842
Project Number	227707772

Disbursements

Direct - Field Supplies	3.49
Direct - Other Direct Expenses	487.50
Subtotal Disbursements	<u>490.99</u>

Low Task Subtotal	Lake Monitoring	563.99
Top Task Subtotal	Lake Monitoring	<u>563.99</u>

Top Task	108	CAMP
Low Task	108	CAMP

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	3.75	139.00	521.25
Kemmitt, Kathrine Lee (Katie)	1.00	163.00	163.00
Subtotal Professional Services	<u>4.75</u>		<u>684.25</u>

Low Task Subtotal	CAMP	684.25
Top Task Subtotal	CAMP	<u>684.25</u>

Top Task	109	Annual Monitoring Report
Low Task	109	Annual Monitoring Report

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)	1.00	139.00	139.00
Subtotal Professional Services	<u>1.00</u>		<u>139.00</u>

Disbursements

Direct - Vehicle (mileage)	12.60
Subtotal Disbursements	<u>12.60</u>

Low Task Subtotal	Annual Monitoring Report	151.60
Top Task Subtotal	Annual Monitoring Report	<u>151.60</u>

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

Professional Services

Invoice Number 2491962
Invoice Date December 3, 2025
Purchase Order 227707772
Customer Number 165842
Project Number 227707772

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	8.25	146.00	1,204.50
Subtotal Professional Services	<u>8.25</u>		<u>1,204.50</u>

Low Task Subtotal **WMWA** 1,204.50

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

Category/Employee	Current Hours	Rate	Current Amount
SC - 925.00 WM - 925.00 Spector, Diane F	9.25	200.00	1,850.00
Subtotal Professional Services	<u>9.25</u>		<u>1,850.00</u>

Low Task Subtotal **General Education** 1,850.00

Top Task Subtotal Education Program 3,054.50

Total Fees & Disbursements 25,523.16
INVOICE TOTAL (USD) 25,523.16

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 2489651
Invoice Date November 28, 2025
Purchase Order --
Customer Number 165842
Project Number 227705219

Bill To

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

EFT/ACH Remit To (Preferred)

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

Alternative 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)	2,190.00	Amount Billed to Date For Period Ending	91,789.78 November 21, 2025

Top Task	100	Professional Services			
Low Task	100.103	Management of Alum, SAV, and Fish Treatments			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Neumiller, Grace Catherine	15.00	146.00	2,190.00
		Subtotal Professional Services	<u>15.00</u>		<u>2,190.00</u>

Low Task Subtotal	Management of Alum, SAV, and Fish Treatments	2,190.00
Top Task Subtotal	Professional Services	2,190.00
	Total Fees & Disbursements	<u>2,190.00</u>
	INVOICE TOTAL (USD)	2,190.00

Due upon receipt or in accordance with terms of the contract

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



INVOICE

Invoice Number 2489737
Invoice Date November 28, 2025
Purchase Order 227707838
Customer Number 165842
Project Number 227707838

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

EFT/ACH Remit To (Preferred)
 Stantec Consulting Services Inc. (SCSI)
 Bank of America
 ABA No. : 111000012
 Account No: 3752096026
 Email Remittance: eff@stantec.com

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

Project	Shingle Creek: Joint Chloride Management Plan_WO 25-01		
Project Manager	Kemmitt, Katie	Contract Upset	52,200.00
Current Invoice Total (USD)	3,272.75	Amount Billed to Date For Period Ending	23,402.25 November 21, 2025

Top Task	100	Joint Chloride Management Plan		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Frett, Michael W	4.00	146.00	584.00
	Hyams, Aaron Robert	0.75	155.00	116.25
	Kemmitt, Kathrine Lee (Katie)	12.50	163.00	2,037.50
	Spector, Diane F	2.50	214.00	535.00
	Subtotal Professional Services	<u>19.75</u>		<u>3,272.75</u>

Top Task Subtotal	Joint Chloride Management Plan	3,272.75
	Total Fees & Disbursements	<u>3,272.75</u>
	INVOICE TOTAL (USD)	3,272.75

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 2489736
Invoice Date November 28, 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: eff@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)	870.00	Amount Billed to Date For Period Ending	8,033.40 November 21, 2025

Top Task 100 Twin Lakes CLP Management

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
Hembre, Kaitlyn Marie Elizabeth (Katie)		4.50	139.00	625.50
Kemmitt, Kathrine Lee (Katie)		1.50	163.00	244.50
Subtotal Professional Services		<u>6.00</u>		<u>870.00</u>

Top Task Subtotal	Twin Lakes CLP Management	870.00
Total Fees & Disbursements		<u>870.00</u>
INVOICE TOTAL (USD)		870.00

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

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



INVOICE

Invoice Number 2489733
Invoice Date November 28, 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	<u>EFT/ACH Remit To (Preferred)</u> 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
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Project	Eagle and Pike Lakes Internal Load		
	Project Manager	Kemmitt, Katie	Contract Upset 123,304.00
	Current Invoice Total (USD)	3,409.00	Amount Billed to Date 67,467.89
			For Period Ending November 21, 2025

Top Task	200	Phosphorus Monitoring		
<u>Professional Services</u>				
Category/Employee			Current Hours	Rate
				Current Amount
		Hembre, Kaitlyn Marie Elizabeth (Katie)	3.00	139.00
		Kemmitt, Kathrine Lee (Katie)	14.75	163.00
		Subtotal Professional Services	17.75	2,821.25
 Usages/Units				
		Usage - Vehicle (Mileage)		
		Hembre, Katie Truck Mileage		10.50
		Usages/Units Subtotal		10.50
Top Task Subtotal	Phosphorus Monitoring			2,831.75

Top Task	300	SAV Surveys - 2 years		
<u>Professional Services</u>				
Category/Employee			Current Hours	Rate
				Current Amount
		Wavrin, Thomas	3.50	130.00
		Subtotal Professional Services	3.50	455.00
Top Task Subtotal	SAV Surveys - 2 years			455.00

Top Task	400	AIS Delineations & Permitting - 5 years		
<u>Professional Services</u>				
Category/Employee			Current Hours	Rate
				Current Amount



INVOICE

Invoice Number 2489733
Invoice Date November 28, 2025
Purchase Order --
Customer Number 165842
Project Number 227706845

Kemmitt, Kathrine Lee (Katie)	0.75	163.00	122.25
Subtotal Professional Services	<u>0.75</u>		<u>122.25</u>

Top Task Subtotal	AIS Delineations & Permitting - 5 years	122.25
Total Fees & Disbursements		<u>3,409.00</u>
INVOICE TOTAL (USD)		3,409.00

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



December 01, 2025

JASS Watershed Administrators

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

Bill Period: 11-01-2025 - 11-30-2025

Fees	352.50
Expenses	10.50
Total for this Bill	363.00
Previous Balance	0.00
Total Amount to Pay as of 12-01-2025	363.00

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

December 01, 2025

Bill Number: 1008

Bill Period: 11-01-2025 - 11-30-2025

RE: Multiple Matters

General Matters
WMWA

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
11-13-2025	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.40	235.00	329.00
Total					329.00

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.40	235.00	329.00
Total			329.00

Expenses

Date	Professional	Description	Amount
11-13-2025	Troy Gilchrist	Mileage to attend meeting	10.50
Total Expenses			10.50

WMWA

Time Details

Date	Professional	Description	Hours	Rate	Amount
11-10-2025	Troy Gilchrist	Review and respond to email from Diane S regarding preparing contract for website services	0.10	235.00	23.50
Total					23.50

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	0.10	235.00	23.50
Total			23.50

Total for this Bill 363.00

Previous Balance 0.00

Total Amount to Pay as of 12-01-2025 363.00

We appreciate your business



3235 Fernbrook Lane
Plymouth MN 55447

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

December 8, 2025

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM	SC	WM	
Administrative		53001	18.20	87.50	1,592.50	10.16	87.50	889.00		
Admin - Offsite	50-50	53001	1.46	102.50	74.83		102.50	74.83		
Administrative	70-30	53001	30.83	87.50	1,888.34		87.50	809.29		
Admin - offsite	70-30	53001	2.82	102.50	202.34		102.50	86.72		
<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		87.50	-		87.50	-		
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	306.06	1.00	306.06	142.33	1.00	142.33	5,500.718	2,626.938
<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	4.46	87.50	390.25	1.88	87.50	164.50		
<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>		
<i>Sage Subscription</i>		<i>54022</i>	<i>0.00</i>	<i>784.40</i>	<i>-</i>	<i>0.00</i>	<i>784.40</i>	<i>-</i>		
Audit Prep		54022		87.50	-		87.50	-	450.250	224.500
Meal Expense	70-30	54001	420.59	1.00	294.41		1.00	126.18	294.413	126.177
Project / WCA Reviews - Secre		53002		70.00	-		70.00	-		
Project / WCA Reviews - Admin		53002	1.33	87.50	116.38		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	6.72	1.00	6.72		1.00	-	183.095	60.000
Website	50-50	57008	0.96	87.50	42.00		87.50	42.00		
<i>Renew website domain 3 yrs 50-50</i>		<i>57008</i>	<i>-</i>	<i>75.00</i>	<i>-</i>	<i>-</i>	<i>75.00</i>	<i>-</i>		
Education - Reimbursables	50-50	57007		1.00	-		1.00	-	42.000	42.000
Engineering Support - Admin		53004		87.50	-		87.50	-		
Engineering Support - Admin	70-30	53004	6.20	87.50	379.75		87.50	162.75		
Engineering Support - Data M	70-30	53004		87.50	-		87.50	-		
Engineering Support - virtual	70-30	53004		102.50	-		102.50	-		
Engineering Support - Reimbursabl		53004		1.00	-		1.00	-	379.750	162.750
									6,850.23	3,242.365

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

	2025 Budget	November	December	%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	4,496.43		1,100.76	55,037.82
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	4,496.43	-		276,593.90
EXPENSES					
ADMINISTRATION					
Administrative Services	32,000	2,294.88	2,626.94	87.79	28,092.92
Engineering Support	4,500		162.75	89.25	4,016.41
Project Reviews	1,000	60.00	60.00	65.70	657.01
ENGINEERING					
General Engineering	37,000	2,392.54	2,260.92	95.61	35,375.01
Grant Application Writing	0				-
Project Review	32,000	990.00	440.00	50.68	16,217.30
LEGAL					
Legal Services	5,500	386.50	339.50	74.23	4,082.75
JPA Update					157.50
MISCELLANEOUS					
Bookkeeping	4,700	284.00	224.50	121.77	5,723.16
Audit	6,500			75.38	4,900.00
Insurance & Bonding	3,100			93.10	2,886.00
Meeting Expense	3,250	143.35	126.18	81.20	2,639.11
PROJECTS					
Outfall and Stream Monitoring	24,000	0.13	267.25	70.42	16,901.41
Annual Monitoring Report	8,900			88.80	7,903.12
Water Quality Education					
Education	24,000	2,470.37	967.00	45.91	11,018.30
WMWA	17,000			88.24	15,000.00
Management Plan/Amendments	500				-
<i>Transfer to (from) CIPs</i>					50,108.00
<i>Transfer to (from) Grants</i>		1,794.25	2,391.25		32,432.50
<i>From SWA Assigned Funds</i>					24,335.75
<i>To (from) Reserves</i>					-
TOTAL OPERATING EXPENSE	203,950	10,816.02	9,866.29		262,446.25
CASH SUMMARY					
4M Fund Balance at 12/31/24					1,386,586.36
Plus Revenue Received to Date					276,685.89
Minus Claims Approved to Date					(292,320.70)
Minus Claims Presented Current Month					9,866.29
4M Fund Balance		1,390,684.13			1,380,817.84

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

Claims Presented	General Ledger Acct No.	December 2025		
				Total
Stantec				6,284.42
General Engineering	51001	2,260.92		
Project Reviews	51002	440.00		
Stream and Outfall Monitoring	58011	267.25		
Education Program	57008	925.00		
Miss Riverbank Stabilization Feasibility Study	70602	2,391.25		
TH 252 Area SWA	70501			
Town Law Center				339.50
Legal - General	52001	339.50		
Judie Anderson's Secretarial Service				3,242.37
Administration	53001	2,626.94		
Bookkeeping / Audit Prep	54002	224.50		
Project Review Support	53002	60.00		
Meeting Expense - Previous Mo. Meal	54001	126.18		
Education Programs	57008	42.00		
Engineering Support	53004	162.75		
Engineering Support - CIPs	53004			
Total Claims				9,866.29



INVOICE

Invoice Number 2491961
Invoice Date December 3, 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	Osterdyk, Eric J	Contract Upset	72,484.12
Current Invoice Total (USD)	2,968.17	Amount Billed to Date For Period Ending	56,287.39 November 21, 2025

judie@jass.biz

Top Task 101 General Engineering
Low Task 101 General Engineering

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	11.75	146.00	1,715.50
Spector, Diane F	0.50	200.00	100.00
Shoemaker, Todd E	2.00	221.00	442.00
Subtotal Professional Services	<u>14.25</u>		<u>2,257.50</u>

Disbursements

Direct - Printing	3.42
Subtotal Disbursements	<u>3.42</u>

Low Task Subtotal	General Engineering	2,260.92
Top Task Subtotal	General Engineering	2,260.92

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

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Osterdyk, Eric J	2.50	176.00	440.00
Subtotal Professional Services	<u>2.50</u>		<u>440.00</u>

Low Task Subtotal	General Project Review	440.00
Top Task Subtotal	Project Reviews / WCA	440.00



INVOICE

Invoice Number	2491961
Invoice Date	December 3, 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	0.25
Direct - Other Direct Expenses	267.00
Subtotal Disbursements	<u>267.25</u>

Low Task Subtotal	Outfall & Stream Monitoring	267.25
Top Task Subtotal	Outfall & Stream Monitoring	267.25
	Total Fees & Disbursements	<u>2,968.17</u>
	INVOICE TOTAL (USD)	2,968.17

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	2491962
Invoice Date	December 3, 2025
Purchase Order	227707772
Customer Number	165842
Project Number	227707772

Category/Employee	Current Hours	Rate	Current Amount
Neumiller, Grace Catherine	8.25	146.00	1,204.50
Subtotal Professional Services	8.25		1,204.50

Low Task Subtotal	WMWA		1,204.50
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Low Task	110A.02	General Education	
Professional Services			

Category/Employee	Current Hours	Rate	Current Amount
Spector, Diane F <i>SC - 925.00</i> <i>WM - 925.00</i>	9.25	200.00	1,850.00
Subtotal Professional Services	9.25		1,850.00

Low Task Subtotal	General Education		1,850.00
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Top Task Subtotal	Education Program		3,054.50
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Total Fees & Disbursements	25,523.16
INVOICE TOTAL (USD)	25,523.16

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 2491960
Invoice Date December 3, 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	Osterdyk, Eric J	Contract Upset	60,000.00
Current Invoice Total (USD)	2,391.25	Amount Billed to Date	48,202.80
		For Period Ending	November 21, 2025

Top Task	100	Mississippi Riverbank Stabilization Feasibility Study			
Low Task	100.003	30% Preliminary Design of Selected Option			
<u>Professional Services</u>					
Category/Employee		Current Hours	Rate	Current Amount	
		Setnor, Lisa Marie	0.50	155.00	77.50
		Wochenske, Jordan	12.25	155.00	1,898.75
		Osterdyk, Eric J	1.75	176.00	308.00
		Spector, Diane F	0.50	214.00	107.00
		Subtotal Professional Services	<u>15.00</u>		<u>2,391.25</u>

Low Task Subtotal	30% Preliminary Design of Selected Option	2,391.25
Top Task Subtotal	Mississippi Riverbank Stabilization Feasibility Study	2,391.25
Total Fees & Disbursements		<u>2,391.25</u>
INVOICE TOTAL (USD)		2,391.25

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



December 01, 2025

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

Bill Period: 11-01-2025 - 11-30-2025

Fees	329.00
Expenses	10.50
Total for this Bill	339.50
Previous Balance	0.00
Total Amount to Pay as of 12-01-2025	339.50

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

December 01, 2025

Bill Number: 1021

Bill Period: 11-01-2025 - 11-30-2025

RE: General Matters

General Matters

General Matters

Time Details

Date	Professional	Description	Hours	Rate	Amount
11-13-2025	Troy Gilchrist	Prepare for, travel to, and attend meeting;	1.40	235.00	329.00
Total					329.00

Time Summary

Professional	Hours	Rate	Amount
Troy Gilchrist	1.40	235.00	329.00
Total			329.00

Expenses

Date	Professional	Description	Amount
11-13-2025	Troy Gilchrist	Mileage to attend meeting	10.50
Total Expenses			10.50

Total for this Bill 339.50

Previous Balance 0.00

Total Amount to Pay as of 12-01-2025 339.50

Outstanding Balance as of 12-01-2025

Current	30 Days	60 Days	90 Days	120 Days	180+ Days	Total
339.50	0.00	0.00	0.00	0.00	0.00	339.50



3235 Fernbrook Lane
Plymouth MN 55447

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

December 8, 2025

	Share	G/L	Shingle Creek			West Mississippi			Total Project Area	
			SC	WM		SC	WM		SC	WM
Administrative		53001	18.20	87.50	1,592.50	10.16	87.50	889.00		
Admin - Offsite	50-50	53001	1.46	102.50	74.83		102.50	74.83		
Administrative	70-30	53001	30.83	87.50	1,888.34		87.50	809.29		
Admin - offsite	70-30	53001	2.82	102.50	202.34		102.50	86.72		
<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		87.50	-		87.50	-		
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	306.06	1.00	306.06	142.33	1.00	142.33	5,500.718	2,626.938
<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	4.46	87.50	390.25	1.88	87.50	164.50		
<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>		
<i>Sage Subscription</i>		<i>54022</i>	<i>0.00</i>	<i>784.40</i>	<i>-</i>	<i>0.00</i>	<i>784.40</i>	<i>-</i>		
Audit Prep		54022		87.50	-		87.50	-	450.250	224.500
Meal Expense	70-30	54001	420.59	1.00	294.41		1.00	126.18	294.413	126.177
Project / WCA Reviews - Secre		53002		70.00	-		70.00	-		
Project / WCA Reviews - Admin		53002	1.33	87.50	116.38		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	6.72	1.00	6.72		1.00	-	183.095	60.000
Website	50-50	57008	0.96	87.50	42.00		87.50	42.00		
<i>Renew website domain 3 yrs 50-50</i>	<i>57008</i>	<i>57008</i>	<i>-</i>	<i>75.00</i>	<i>-</i>	<i>-</i>	<i>75.00</i>	<i>-</i>		
Education - Reimbursables	50-50	57007		1.00	-		1.00	-	42.000	42.000
Engineering Support - Admin		53004		87.50	-		87.50	-		
Engineering Support - Admin	70-30	53004	6.20	87.50	379.75		87.50	162.75		
Engineering Support - Data M	70-30	53004		87.50	-		87.50	-		
Engineering Support - virtual	70-30	53004		102.50	-		102.50	-		
Engineering Support - Reimbursabl		53004		1.00	-		1.00	-	379.750	162.750
									6,850.23	3,242.365

Hi Judie,

Three Rivers Park District submitted a Partnership Cost-Share request to the West Mississippi Watershed Management Commission in September of 2023. The project was approved by WMWMC for the cost-share amount of \$75,000 at the September 14, 2023 meeting.

I wanted to give you an update on the Mississippi Gateway Shoreline Stabilization & Fishing Improvements Project:

- We just executed the LCCMR grant to secure remaining funds for construction of the project.
- We received bids for the project on December 2nd.
- The project construction contract will be awarded to McLafferty Contracting Group, LLC at our next board meeting on December 18, 2025.
- Construction is scheduled to begin early January of 2026.

I have attached a draft cooperative agreement between TRPD and WMWMC for the approved cost-share amount. I was wondering if you could review and provide me with comments that you have. I would like to try and fast track this agreement for signature in January of 2026 since construction is to begin early January.

Please let me know if you have any questions.

Thanks.

Brian Vlach

Senior Water Resources Manager

Three Rivers Park District

Brian.Vlach@ThreeRiversParks.org

763-694-7846



To: West Mississippi WMC TAC/Commissioners

From: Todd Shoemaker PE

Date: September 6, 2023

Subject: Partnership Cost Share Request by Three Rivers Park District for Mississippi Gateway Regional Park

**Recommended
Commission Action**

Approve cost share request.

The Three Rivers Park District submitted a partner cost share request to the West Mississippi WMC for stabilization of the Mississippi River bank associated with the Mississippi Gateway Regional Park project (Figure 1). The Commission reviewed and approved the Mississippi Gateway project at the February 2023 meeting. The project will reduce excessive sediment and nutrient loading from approximately 2,200 linear feet of Mississippi River shoreline by stabilizing five separate areas of bank erosion and one area of gully erosion in an existing drainageway. Stabilizing these highly erosive areas will reduce the sediment and nutrient loading to the Mississippi River. Stabilization practices include grading and re-sloping of banks, vegetated riprap, native plantings, rock deflectors, and toe wood (Figures 2-7). Three Rivers Park District requests \$75,000 for the project. Commission guidelines state the maximum cost share amount is \$50,000.

The project feasibility study initially estimated construction cost for the bank stabilization at approximately \$258,000. Since the completion of the feasibility study, 90% design plans have been completed along with an updated cost estimate, which has risen to \$464,613. Besides the Commission partner cost share, Three Rivers Park District has also pursued funding from the National Park Service and Conservation Partners Legacy Grant. The Park District believes that securing the West Mississippi WMC partner cost share will strengthen the CPL grant application. Construction is currently planned for the winter of 2024/2025 with a substantial completion date of April of 2025.

Sediment loading rates (tons/year) were estimated based on bank height, length, recession rate, and soil bulk density from field and remote measurements. Bank recession rates were estimated using historical satellite imagery. Phosphorus load reduction was based on a phosphorus correction factor using the Board of Water and Soil Resources Water Erosion Pollution Reduction Estimator (Table 1).

Table 1. Water quality benefits of the proposed project.

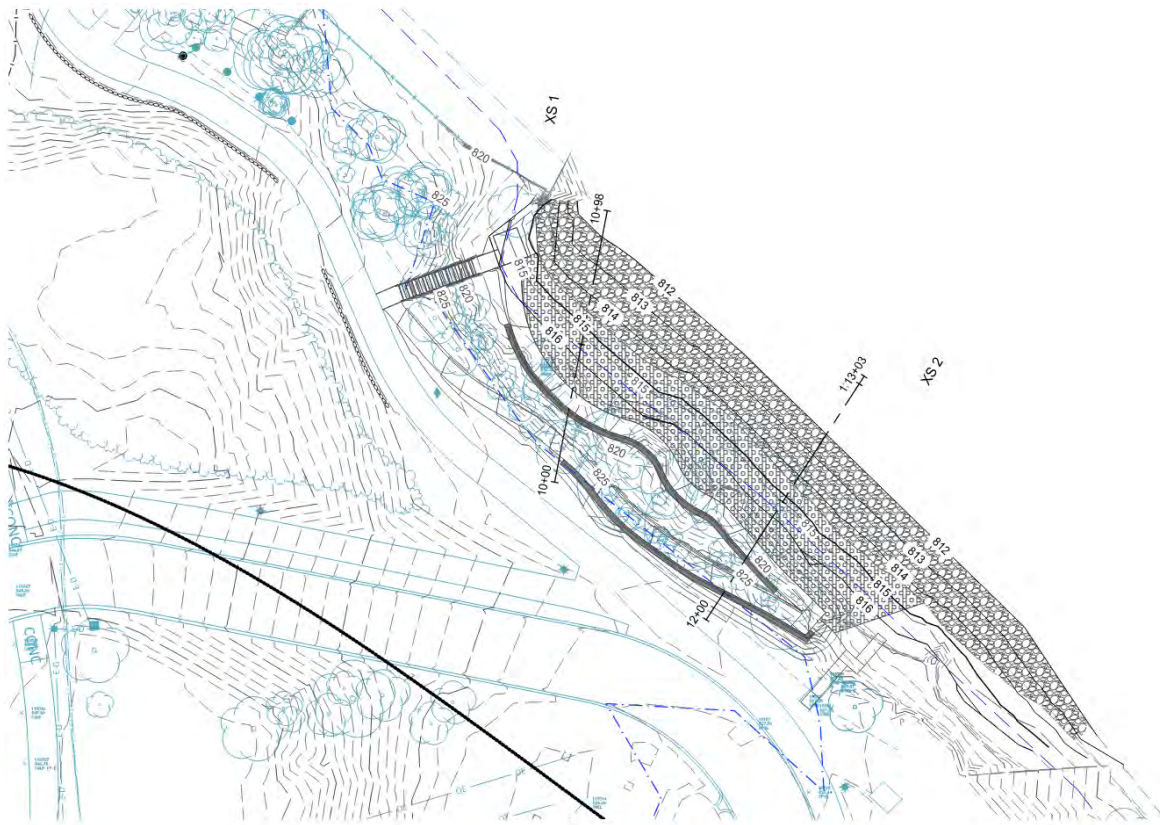
	Sediment Reduction (ton/yr)	TP Reduction (lb/yr)	Normalized Cost (\$/lb TP)
Bank Stabilization	312	266	\$9 -\$313

Stantec recommends approval of the cost share request subject to the following condition:

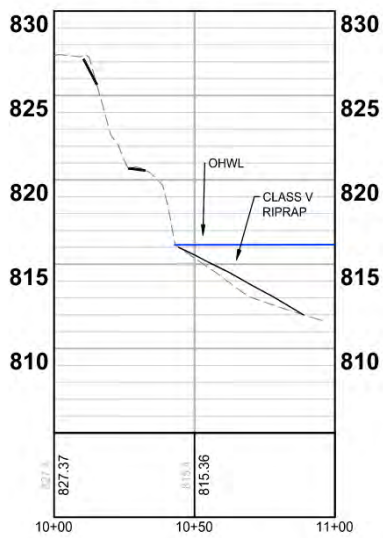
1. The City of Brooklyn Park must verify that a public easement (or equivalent) is dedicated and that an Operations and Maintenance Agreement has been executed and recorded prior to release of any funds.

The City will present this application at the September 14, 2023 meeting. With the condition noted above and the concurrence of the TAC, staff recommends approval of this cost share application. If approved, the estimated balance of the West Mississippi WMC Partner Cost Share Fund would be \$130,500 at the end of 2023.

Figure 2. Work Area 1 from Design Plans.



CROSS SECTION 1



CROSS SECTION 2

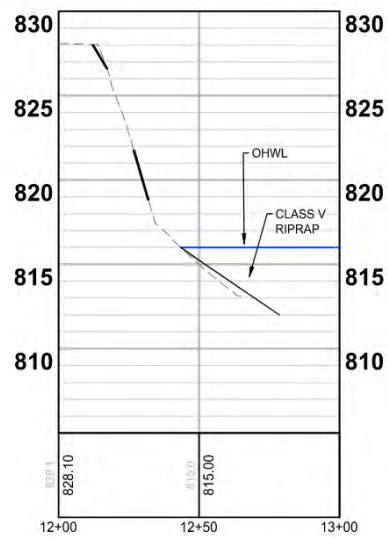
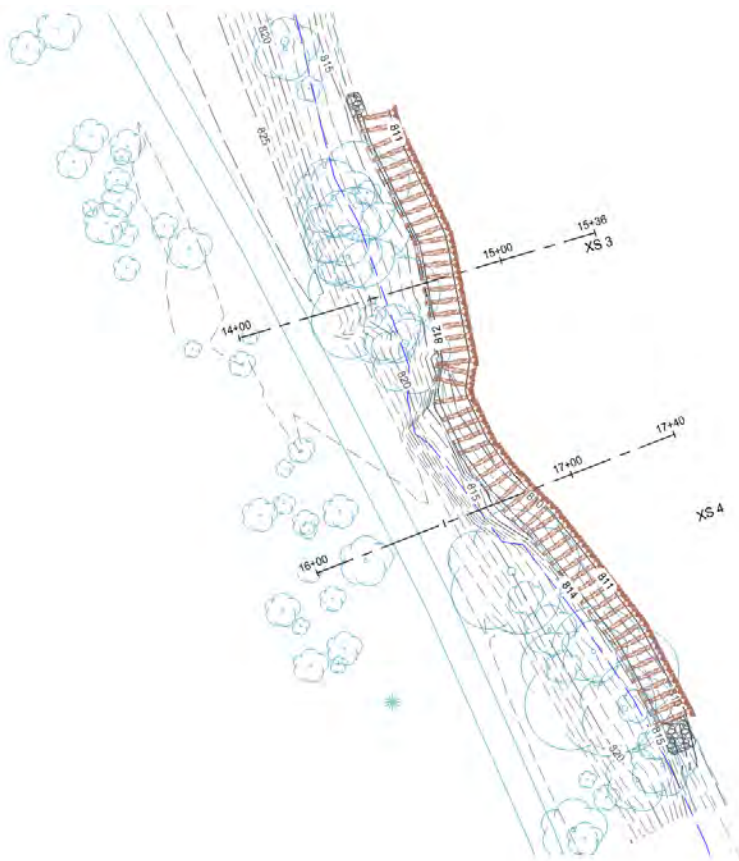
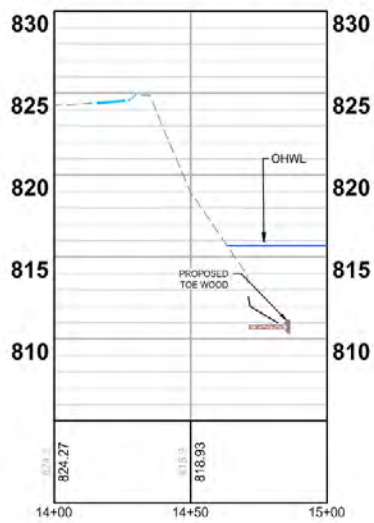


Figure 3. Work Area 2 from Design Plans.



CROSS SECTION 3



CROSS SECTION 4

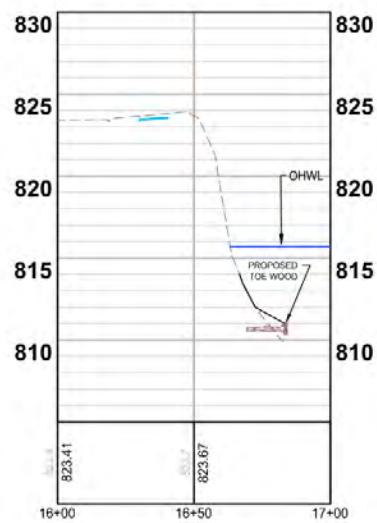
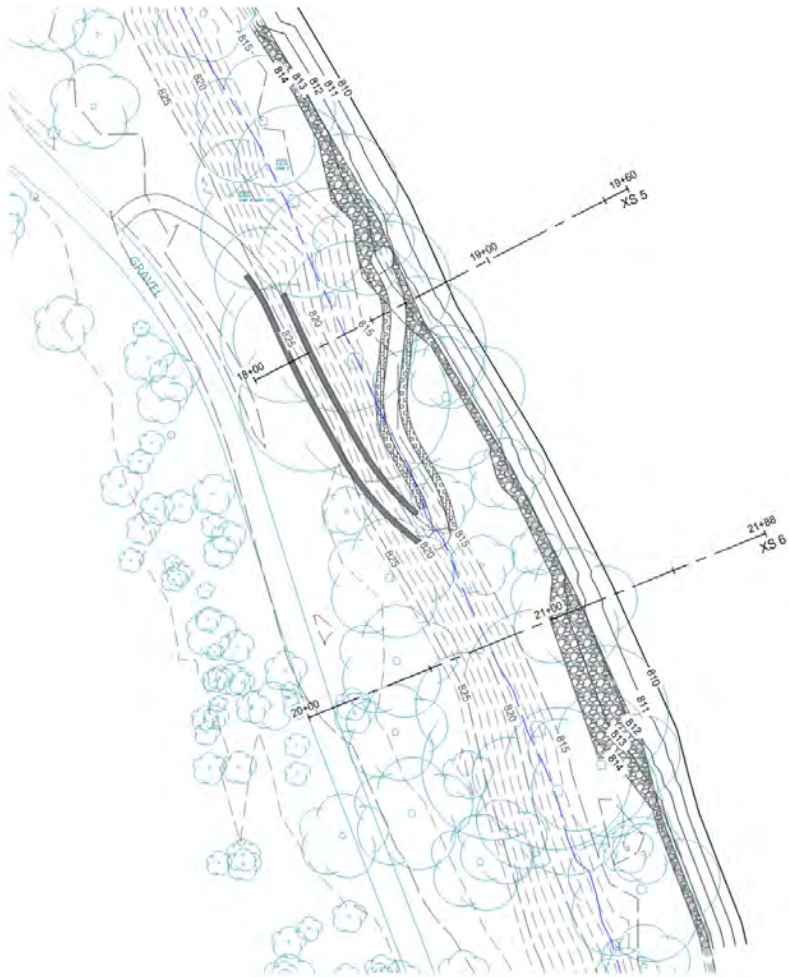
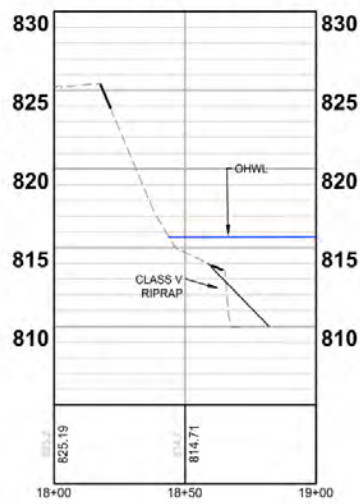


Figure 4. Work Area 3 from Design Plans.



CROSS SECTION 5



CROSS SECTION 6

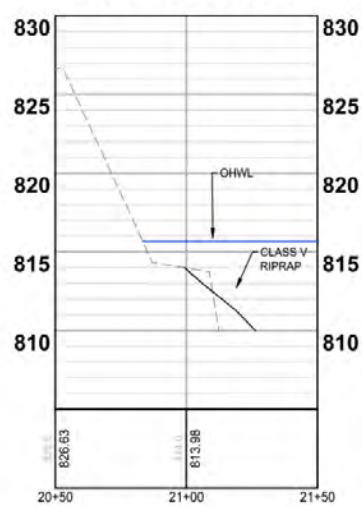


Figure 5. Work Area 4 from Design Plans.

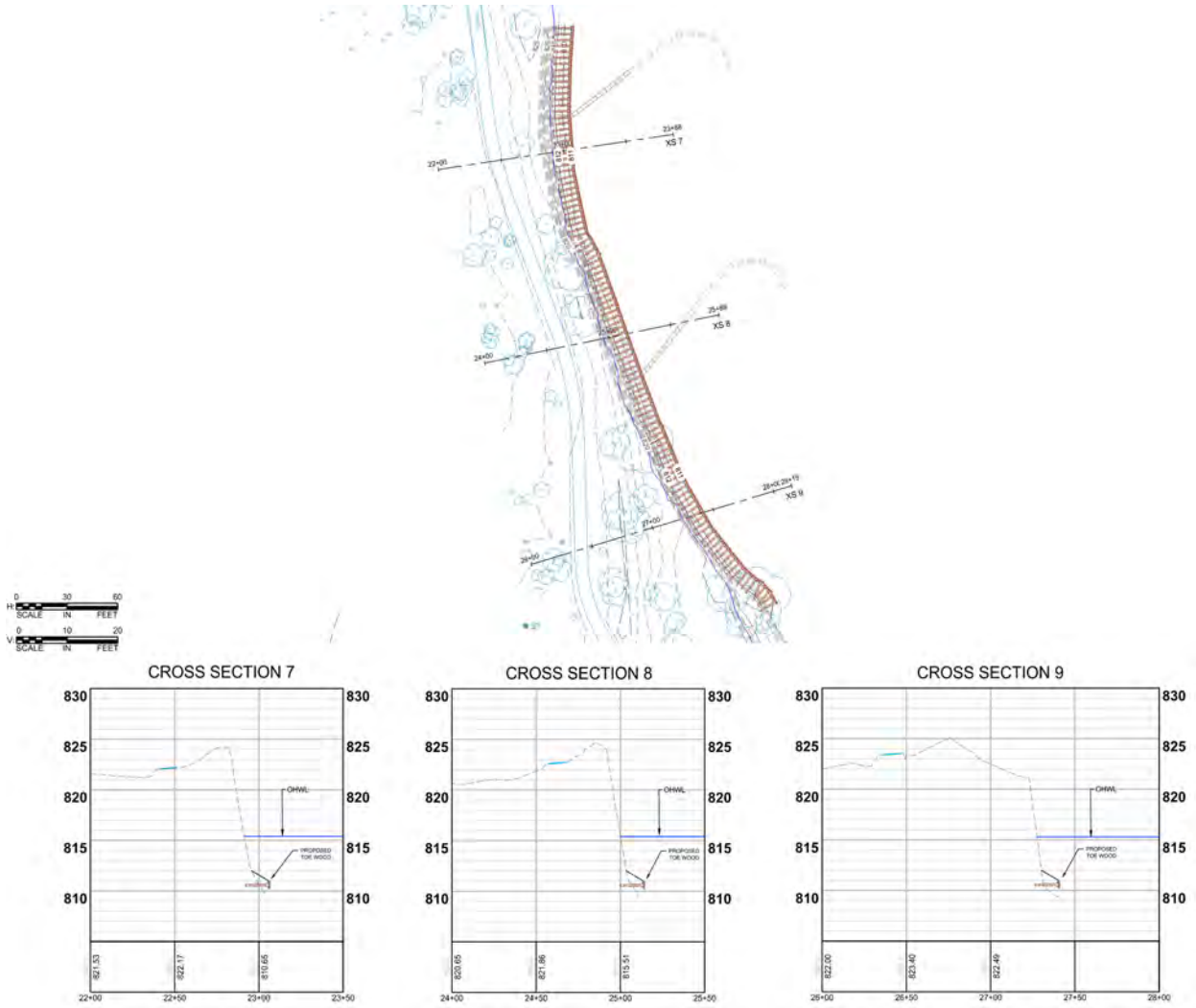


Figure 6. Work Area 5 from Design Plans.

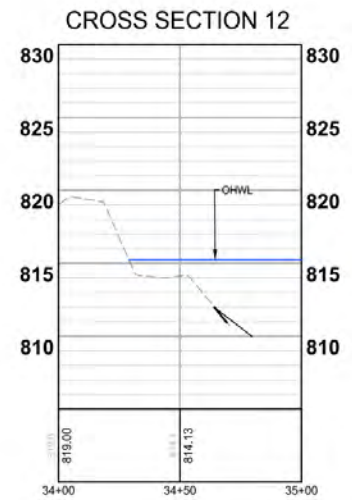
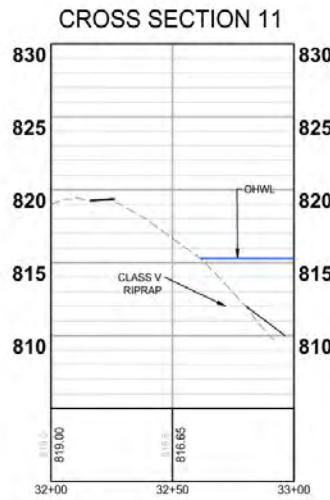
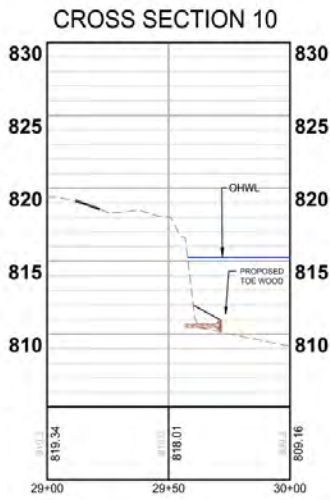
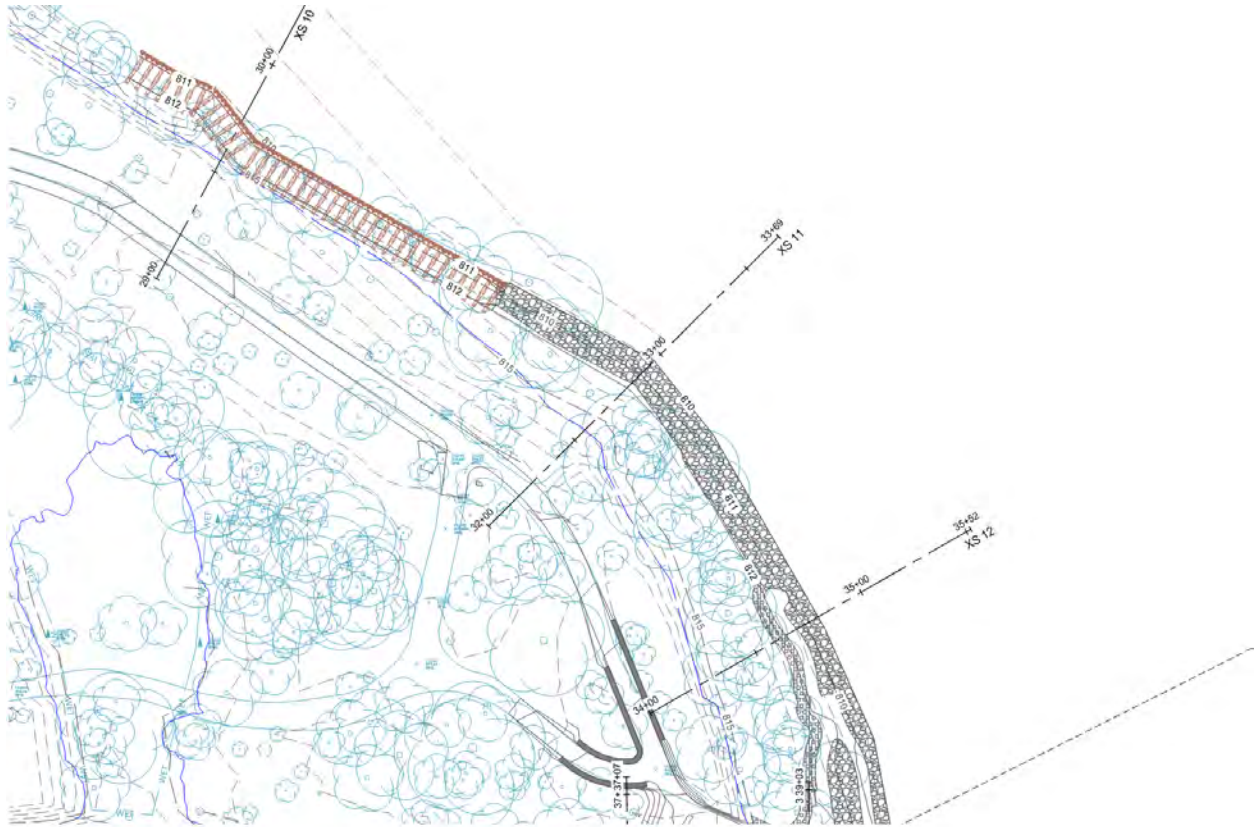
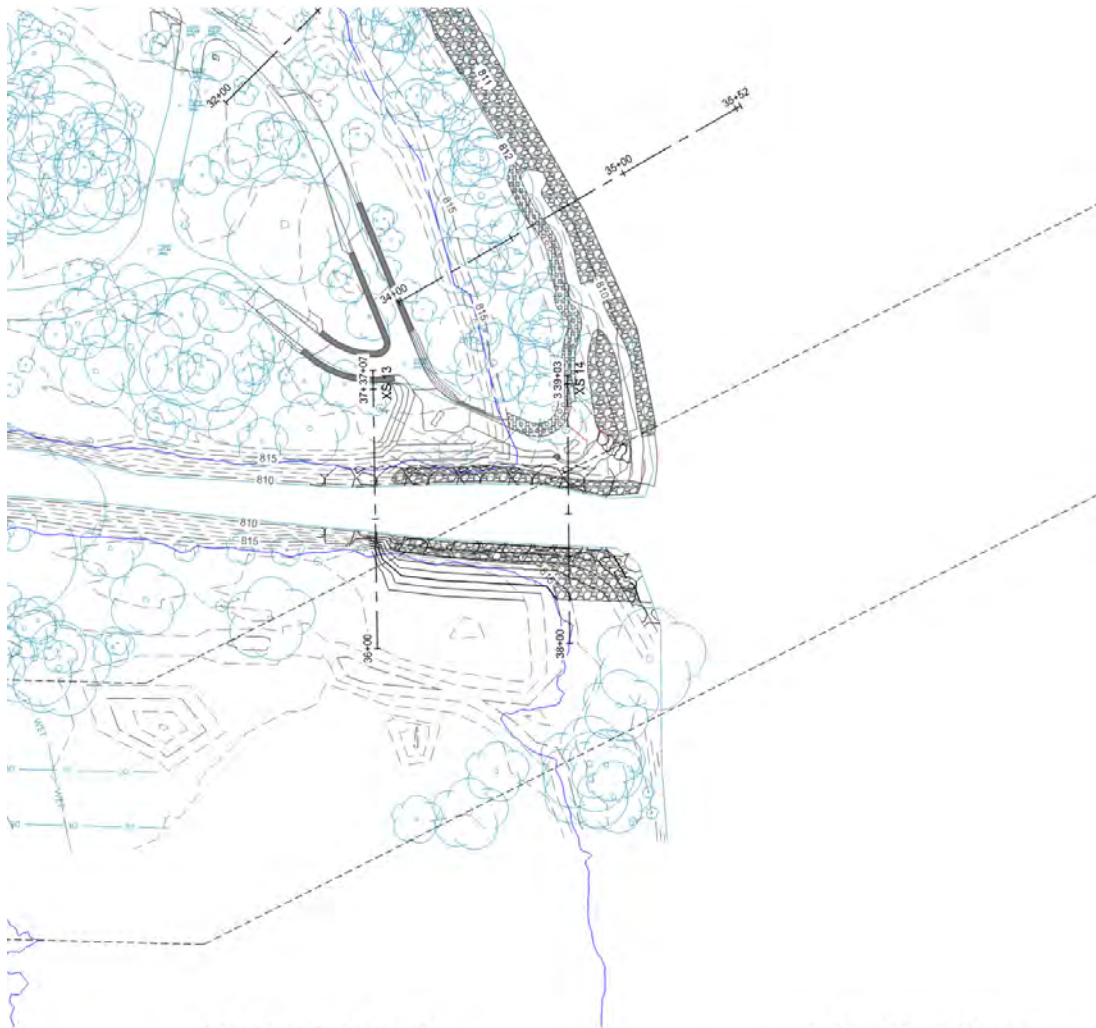
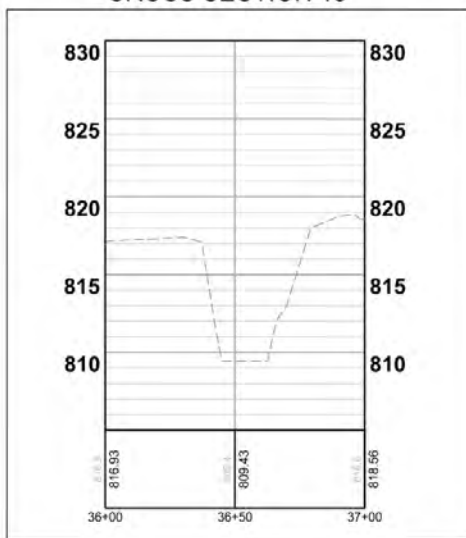


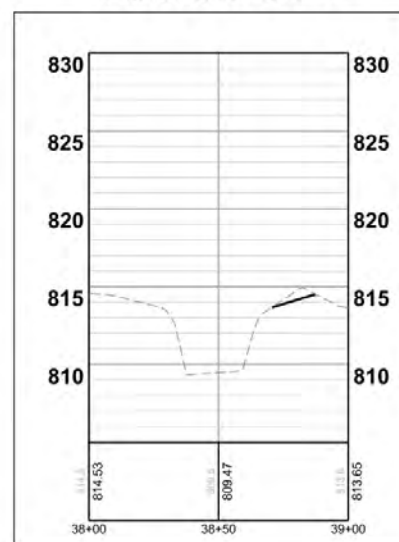
Figure 7. Work Area 6 from Design Plans.



CROSS SECTION 13



CROSS SECTION 14





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**West Mississippi
Watershed Management Commission
Partnership Cost-Share Program Guidelines**

The West Mississippi Watershed Management Commission will from time to time make funds available to its member cities to help fund the cost of Best Management Practices (BMPs) partnership projects with private landowners. The following are the guidelines for the award of cost-share grants from this program:

1. Projects on private property must be for water quality improvement and must be for improvement above and beyond what would be required to meet Commission rules. Only the incremental cost of “upsizing” a BMP above and beyond is eligible.
2. Priority is given to projects in a priority area identified in a subwatershed assessment or TMDL.
3. Consistent with the South Metro Turbidity TMDL, Mississippi River streambank stabilization projects are eligible provided: 1) a streambank assessment using the NRCS direct volume method rates the erosion severity as moderate or more severe; and 2) an annual TSS load reduction can be estimated.
4. Commission funds may reimburse up to 100% of the cost of the qualifying BMP.
5. The minimum cost-share per project is \$10,000 and the maximum is \$50,000.
6. Projects must be reviewed by the Technical Advisory Committee (TAC) and recommended to the Commissions for funding.
7. Cost-share is on a reimbursable basis following completion of project.
8. The TAC has discretion on a case-by-case basis to consider and recommend to the Commission projects that do not meet the letter of these guidelines.
9. Unallocated funds will carry over from year to year and be maintained in a designated fund account. Any balance in said account in excess of \$100,000 will be transferred to the City Cost Share Program Account.
10. The property owner must dedicate a public easement or equivalent sufficient to install and maintain the BMP.
11. The Member City must obtain a recordable maintenance agreement from the property owner that specifies maintenance requirements and schedule; authorizes the City to inspect the BMP and order maintenance and improvement; and authorizes the City to undertake ordered maintenance and improvement not completed by the property owner and assess the cost that work to the property.
12. The standard Commission/Member Cooperative Agreement will be executed prior to project construction.

Adopted August 12, 2021



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**West Mississippi Watershed Management Commissions
 Partnership Cost-Share Program Application**

City:	Brooklyn Park – Three Rivers Park District Mississippi Gateway
Contact Name:	Brian Vlach – Senior Manager of Water Resources
Contact Phone:	763-694-7846
Contact Email:	Brian.Vlach@ThreeRiversParkDistrict.org
Project Name:	Mississippi Gateway Regional Park Shoreland Stabilization
Total Project Cost:	\$557,534 = Construction (\$464,612) + Final Design (\$92,922) A more detailed cost estimate will be provided for the September 14 th West Mississippi Watershed Management Commission meeting
Amount Requested:	\$75,000
Project Location:	10360 West River Road, Brooklyn Park, MN 55444
Owner:	Three Rivers Park District
Address:	3000 Xenium Lane North
City, State, Zip:	Plymouth, MN 55441
Phone:	763-694-7846
Email:	Brian.Vlach@ThreeRiversParkDistrict.org

1. Describe the BMP(s) proposed in your project. Describe the current condition and how the BMP(s) will reduce pollutant loading and/or runoff volume. Note the estimated annual load and volume reduction by parameter, if known, and how they were calculated. Attach figures showing project location and BMP details including drainage area to the BMP(s).

This proposed project is located within the West Mississippi Watershed drainage area at Three Rivers Park District Mississippi Gateway Regional Park in the City of Brooklyn Park. The project will reduce excessive sediment and nutrient loading from approximately 2200 linear feet of Mississippi River shoreline by stabilizing 5 separate areas of bank erosion and one area of gully erosion in an existing drainageway. A feasibility study (2021) was completed to evaluate and document the erosion conditions for each site and propose feasibility-level concepts for addressing each of the existing erosion areas. Since completion of the feasibility study, 90% design plans have been developed for the project and more conservative cost estimate has adjusted for the project. Due to the recent spring flooding in 2023, the project erosion areas identified in the feasibility study will be re-evaluated for implementation of stabilization practices as well as adjusting cost estimates as part of the final design phase of the project.

The feasibility study estimated that the existing erosion from the areas of concern contributes approximately 500 tons of sediment to the Mississippi River each year. Stabilizing these highly erosive areas would significantly reduce the sediment and nutrient loading to the Mississippi River. The feasibility study proposes to stabilize each of these highly erosive areas with a combination of best management practices that include the following: grading and re-sloping of banks, vegetated riprap, native plantings, rock deflectors, and toe wood. The details for the management practices used for each



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erosive site are provided in the attached feasibility study as well as the 90% design plans that have been completed for the project.

It was estimated that the proposed stabilization practices for the project will reduce sediment loading by 312 tons/year and phosphorus loading by 266 lbs/year. Sediment loading rates (tons/year) were estimated based on bank height, length, recession rate, and soil bulk density from field and remote measurements. Soils throughout this reach of the Mississippi River were mostly sandy loams so an average bulk density of 103 lbs/ft³ was assumed for all banks. Bank recession rates were estimated using historical satellite imagery. Phosphorus load reduction was based on a phosphorus correction factor using the Board of Water and Soil Resources Water Erosion Pollution Reduction Estimator. The details of estimating sediment loss and bank recession rate as well as sediment/phosphorus loading reductions are provided in the feasibility study.

A primary benefit the project addresses is the nutrient and TSS impairments in the Mississippi River. The South Metro Mississippi River TSS TMDL sets a goal of a 20% reduction in TSS from the Upper Mississippi River basin to improve water quality in the river and reduce sedimentation to Lake Pepin. The Lake Pepin Nutrient TMDL sets a goal of reducing non-permitted sources of nutrients to the estimated natural background rate. This project would provide contribution to the overall cumulative load reductions that are identified and need to be accomplished incrementally in the Mississippi River and Lake Pepin TMDLs. The project will also help protect water quality in the river immediately downstream as well as help support nearshore habitat that is negatively impacted by the accumulation of sediment in spawning and emergent vegetation areas. The adjacent upland areas will have native plantings that will further enhance habitat for pollinators and other wildlife. This site is within the Mississippi River Corridor Critical Area in which protecting and preserving the natural, biological, ecological, and other values of the river to benefit the health and welfare of the citizens of the state as a priority.

This project also aligns with the statewide priority of restoring and protecting water resources for public use and public health including drinking water. The site is located within the Drinking Water Supply Management Area, where the impacts to drinking water from contamination can be minimized by preventive management. Streambank erosion is a high priority contaminant in the Minneapolis Source Water Protection Plan. Stabilizing these areas will reduce sediment and nutrient load to the Mississippi River and will help protect the drinking water source.

A secondary benefit of the project is improving water based recreational opportunities for the public on the Mississippi River. The 1.5 miles of natural shoreline of the Mississippi River has become a key feature of the Mississippi Gateway Regional Park. The park receives approximately 472,900 annual visitors with 165,000 of these visits occurring during the summer to take advantage of the amenities the park provides for the public. There are approximately 8,800 summer visits that come to the park specifically for shoreline fishing opportunities, which is an average of about 95 fishing visitors per summer day. This park receives the most fishing visitors in comparison to all the other Three Rivers Parks. The park also has a kayak/canoe rental facility providing access to the Mississippi River. The proposed project includes the construction of 3 to 5 fishing access platforms to improve shoreline fishing opportunities along the Mississippi River. The park also has a Nature Center that provides unique



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outdoor recreation and nature based educational programs for the public. Additional amenities the park provides is a spectacular view of the Mississippi River that includes picnic areas, scenic overlook areas, and hiking trails.

The Three Rivers Park District and City of Brooklyn Park are partnering to renovate and create a reimagined Mississippi Gateway Regional Park where these park amenities will be improved for the public. The City of Brooklyn Park owns approximately 97 acres on the west side of West River Road, and Three Rivers Park District owns 165 acres along the Mississippi River corridor on the east side of West River Road. The coordinated partnership will provide expanded and improved amenities for the public. This Mississippi Gateway Regional Park has become a popular destination for under-represented communities providing inclusive and equitable access to outdoor recreational programs and activities. Upon completion of the entire park reconstruction, visitation is expected to increase by at least 50 percent for an estimated 725,000 annual visitors. The proposed project will further compliment the major park re-construction/renovation efforts that will better provide local community benefit.

2. If this request is for cost share in “upsizing” a BMP, explain how the upsize cost and benefit were computed.

The project proposes stream bank restoration and stabilization on highly eroded areas on the Mississippi River. This project would not be considered as increasing the size of an existing BMP.

3. Show total project cost and the amount of cost share requested.

The feasibility study estimated construction cost for the project was approximately \$258,000. Since the completion of the feasibility study, 90% design plans have been completed and a more conservative cost estimate for construction of the project has been adjusted in the below table. A more detailed cost estimate will be provided for the West Mississippi Watershed Management Commission meeting on September 14th of 2023.



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Bank	Proposed Stabilization	Restoration	Construction
	Method	Linear Feet	Costs
Bank-1-Upstream	Vegetated Riprap, grading, wing wall reconstruction, native plantings	250	\$94,548
Bank 2	Vegetated Riprap, grading, native plantings	270	\$44,164
Bank 3	Vegetated riprap, grading, native plantings	400	\$67,580
Bank 4	Toe wood, rock deflectors, grading, native plantings	550	\$64,304
Bank 5 Drainageway	Toe wood, rock deflectors, grading, native plantings	960	\$129,932
Subtotal Construction Costs			\$400,528.00
Contingency 16%			\$64,084.48
Total Shoreline Stabilization Construction Costs			\$464,612.48



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The estimated construction costs and phosphorus removal for each site was used to conduct a cost-benefit analysis. The cost-benefit analysis in the below table assumes a project life expectancy of 30-years.

Bank	Proposed Stabilization Method	Load Reduction		Phosphorus Removal
		Sediment (tons/year)	Phosphorus (lbs/year)	Cost Benefit (\$/lb)
Bank-1-Upstream	Vegetated Riprap, grading, wing wall reconstruction, native plantings	18.07	15.4	\$211
Bank 2	Vegetated Riprap, grading, native plantings	5.52	4.7	\$313
Bank 3	Vegetated riprap, grading, native plantings	10.42	8.9	\$253
Bank 4	Toe wood, rock deflectors, grading, native plantings	261.45	222.2	\$9
Bank 5 Drainage Way	Toe wood, rock deflectors, grading, native plantings	16.81	14.3	\$303

Based on the conservative cost estimate for construction of the project, a cost-benefit analysis estimated for phosphorus reduction indicated that the implementation of erosion stabilization practices while assuming a 30-year life expectancy of the project would cost \$9 to \$313 per pound of phosphorus removed. Due to the recent spring flooding in 2023, the project erosion areas identified in the feasibility study will be re-evaluated for implementation of stabilization practices as well as adjusting cost estimates as part of the final design phase of the project.

Three Rivers Park District is currently securing funding for the project. The park district has already received a National Park Service Grant of \$150,000 for the project. The Park District is requesting a total of \$75,000 as the partnership cost-share amount from the West Mississippi Watershed Management Commission. The Park District will also be submitting a Conservation Partners Legacy (CPL) Grant application to secure additional funding toward the project. A cost-share partnership and securing additional funding from the West Mississippi Watershed Management Commission will be used to supplement final design and construction costs as well as strengthen the CPL grant application.



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4. What is the project schedule, when will work on the BMP(s) commence and when will work be complete?

The below table provides a schedule for the project tasks that will need to be completed for the project. It is anticipated that construction of the project will occur the winter of 2024/2025 with a substantial completion date of April of 2025.

Task	2023					2024												2025				
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Febr	Mar	Apr	
Mississippi Gateway Partnership Cost-Share Application																						
Conservation Partners Legacy Grant Program Application																						
Re-Survey Erosion Areas																						
Final Design Plans & Cost Estimate																						
Permitting																						
Request for Bids																						
Award of Contract																						
Construction																						

The member City must verify that a public easement (or equivalent) is dedicated and that an Operations and Maintenance Agreement has been executed and recorded prior to release of any funds.



Three Rivers
Park District
Board of
Commissioners

July 8, 2025

Marge Beard
District 1

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

Jennifer DeJournett
Vice Chair
District 2

Subject: Requesting confirmation of Partnership Cost Share funds approved in 2023 for the Mississippi Gateway Shoreline Stabilization and Fishing Improvement Project

Dear West Mississippi Watershed Management Commission:

Erin Kolb
District 3

Three Rivers Park District submitted a Partnership Cost Share request to the West Mississippi WMC for the Mississippi Gateway Shoreline Stabilization and Fishing Improvement project in September of 2023. The project proposes to stabilize approximately 2200 linear feet of Mississippi River shoreline located within Mississippi Gateway Regional Park in the City of Brooklyn Park. It was estimated that the proposed stabilization practices for the project will reduce sediment loading by 312 tons/year and phosphorus loading by 266 pounds per year. A secondary benefit of the project also includes improving public access (ADA accessibility) as well as the construction of fishing platforms along the Mississippi River within Mississippi Gateway Regional Park.

Louise M. Segreto
District 4

The West Mississippi WMC reviewed and approved the Partnership Cost Share Application Request at their September 14, 2023 board meeting for the amount of \$75,000. At the time of approval, Three Rivers Park District was trying to secure additional funding for the project through the Conservation Partners Legacy (CPL) Grant application process in 2024. Unfortunately, we were not awarded CPL funding for the project in 2024; but submitted a Legislative-Citizen Commission on Minnesota Resources (LCCMR) Grant Application in fall of 2024 as an alternate attempt to secure the necessary funding from the Environment and Natural Resources Trust Fund (ENRT).

John Gibbs
Chair
District 5

Jan Guenther
Appointed
At Large

Jesse Winkler
Appointed
At Large

Three Rivers Park District just recently received notification that the Mississippi Gateway Shoreline Stabilization and Fishing Improvement Project was approved by the Governor as part of the ENRTF funding Bill on June 14, 2025. The workplan for the project was also recently approved at their LCCMR meeting on June 24, 2025. With the additional funding secured through the LCCMR grant, the Three Rivers Park District anticipates completion of final design plans and permitting in 2025; and anticipates construction of the project to begin in the fall/winter of 2025 with substantial completion in spring/summer of 2026.

Boe Carlson
Superintendent

Three Rivers Park District is requesting confirmation from the West Mississippi Watershed Management Commission that the project is still eligible for the Partnership Cost Share amount of \$75,000 that was previously approved at the September 14, 2023 meeting. I have attached the Partnership Cost-Share Application and the Recommended Commission Action that was approved by West Mississippi Watershed Management Commission in 2023.

Please let me know if you have any questions or whether there are any issues/concerns with proceeding with the project.

Sincerely,

Brian Vlach

Brian Vlach
Senior Manager of Water Resources
Three Rivers Park District
763-694-7846



**COOPERATIVE WATER RESOURCES MANAGEMENT PROJECT
COOPERATIVE AGREEMENT**

BETWEEN

**WEST MISSISSIPPI WATERSHED MANAGEMENT COMMISSION
THREE RIVERS PARK DISTRICT**

1. PARTIES

The Three Rivers Park District (hereinafter referred to as the “Park District”) and the West Mississippi Watershed Management Commission (hereinafter referred to as the “Commission”), each being governmental units of the State of Minnesota, hereby enter into this Cooperative Agreement (“Agreement”). The Park District and the Commission may be referred to hereinafter as “the Parties.”

2. PURPOSE

The Park District and the Commission recognize the importance of intergovernmental cooperation dedicated to the protection of valuable natural resources within the West Mississippi Watershed. This Project promotes environmental stewardship through the stabilization of the Mississippi River Shoreline within Mississippi Gateway Regional Park located in the City of Brooklyn Park. The Project will improve water quality by reducing sediment and phosphorus loading to the Mississippi River, restore nearshore fish/wildlife habitat, and improve shoreline access/fishing opportunities for the public. The Project is aligned with the Commission’s Fourth Generation Watershed Management Plan Goals (Goals 3.1.1 & 4.2.1). It is in the mutual interest of the Parties entering into this Agreement to improve water quality, protect/enhance fish and wildlife habitat, and improve water recreation facilities along the Mississippi River shoreline within the West Mississippi watershed.

3. DUTIES OF THE PARK DISTRICT

The Park District will be responsible for:

- a. Acting as the lead agency that will oversee the implementation and administration of the Project completion.
- b. Technical lead for the design and preparation of the plan specifications for construction of the Project. Design plans and specifications are subject to approval and agreement by the Parties for this Project.
- c. Securing all required regulatory permits to allow the Project to proceed.
- d. Administer a Project coordinating committee to facilitate communication about the Project and manage Project execution.

- e. Securing additional grant and cost-share partnership funds for the construction of the project.
- f. Securing the services of a qualified contractor to execute the construction of the Project. The Park District will select and hire the contractor in compliance with Minnesota Statutes Section §471.345.
- g. Securing a fully executed contract between the selected contractor and the Park District to carry out the Project.
- h. Provide coordination and administration with, and supervision of, the contractor to assure proper construction of the Project in compliance with the approved final design plans.
- i. Acting as the Fiscal Agent for the Project. This includes the coordination of the invoicing process for the work, review of the invoices from the contractor, issuance of payment approval consistent with the Project contracts, maintain complete records of such costs incurred, and invoicing the Commission for payment reimbursement of their cost-share toward the Project (as specified in Section 4b.), and such other duties as are required for the successful fiscal management of the Project.
- j. Providing cash contribution (approximately \$177,700) as the Park District's share of the capital cost of the Project for the completion of tasks (final design, permit administration, bidding assistance, construction administration, and contractor management) identified in an executed scope of work with a consultant providing contractual services.

4. DUTIES OF THE COMMISSION

The Commission will be responsible for:

- a. Assuring the timely and responsive participation of a designated individual to represent the Commission on the coordinating committee for the Project.
- b. Reimbursement to the Park District for Project construction administration and construction costs up to a maximum amount of \$75,000.

5. AMENDMENT

Any amendment to this Agreement must be in writing and approved by the Parties. The Parties shall have full power to amend this Agreement to add or delete items from the scope of this Agreement upon such terms as are agreed to between the Parties.

6. TERMINATION

This Agreement will terminate upon completion of the Mississippi Gateway Shoreline Stabilization and Fishing Improvements Project or on December 31, 2027, whichever comes first. In the event of termination, all parties will pay pro rata for that portion of the Project completed in accordance with Sections 3 & 4.

IN WITNESS WHEREOF, the parties hereto have caused this Cooperative Agreement to be executed and effective as of the date of signature of the last party to the Agreement.

THREE RIVERS PARK DISTRICT

Boe Carlson, Superintendent

Date

WEST MISSISSIPPI WATERSHED MANAGEMENT COMMISSION

Gerry Butcher, Chair

Judie Anderson, Administrator

Date

Date