

September 15, 2025

Brock Wetenkamp, Parks Planner  
City of Manitowoc  
900 Quay Street  
Manitowoc, WI 54220

Dear Mr. Wetenkamp,

I am happy to extend an offer of funds to support the proposal entitled *Shoreline Restoration in Silver Creek* prepared for the City of Manitowoc in response to the Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) 2025 Request for Proposals. Should you elect to accept this offer of funds, your assigned project number will be GLSNRP-15-03. Please include this number in all future project correspondence. A grant contract and associated materials are included with this letter for your review and signature by an authorized individual.

We ask that you **do not publicize your grant award** until the official Great Lakes Commission (GLC) announcement of awards for 2025 has occurred. GLC's Program Manager (Nicole Zacharda) will contact you once that has happened (likely near the end of October 2025); at that point you will be free to announce your award. We also encourage you to tag the GLC on social media as the project begins. You may do so by using @glcommission on X (formerly Twitter) or @greatlakescommission on Facebook and Instagram.

The enclosed contract and its appendices encompass the terms of agreement between the City of Manitowoc and the GLC for implementation of the project. Specific requirements, tasks, and deadlines are presented therein.

As described within Appendix C of your contract, proof of liability and other insurance coverages that meet or exceed the limits identified within your agreement are required as a critical step in executing the contract.

If the terms of the attached contract meet with your agreement, please sign the first page of the contract and obtain signatures for Appendix C, keeping a copy for your files. **Return the signed documents to Nicole Zacharda, [nzacharda@glc.org](mailto:nzacharda@glc.org) by no later than October 31, 2025.** We are happy to receive documents via electronic mail and will return a compiled pdf of the complete, executed agreement to you (also via email). Failure to provide adequate documentation of insurance and your signed contract by October 31, 2025 may result in rescission of this offer.

A webinar for new grantees will be held on December 8, 2025, at 2:00 p.m. Eastern. I encourage you to have staff participating in your grant join this discussion. More details will be shared in the near future.

The GLC appreciates your participation in the Great Lakes Sediment and Nutrient Reduction Program and looks forward to working with you on this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Bertram', with a long horizontal flourish extending to the right.

Joe Bertram  
Deputy Director

Attachments: Grant Contract for GLSNRP-15-03  
Appendix A- Approved Project Work Plan and Budget  
Appendix B- Reporting Forms  
Appendix C- Insurance Certification Form (*requires supplementation with documents*)  
Appendix D- NRCS-GLC Cooperative Agreement # NR253A750007C001

cc: Great Lakes Commission staff (Nicole Zacharda and Connor Roessler)