

KEYSTONE WATERS, LLC

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| Item 4Ci. BCQWMC 10-15-20 |
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INVOICE

DATE: OCTOBER 2, 2020

TO:

Bassett Creek Watershed Management Commission
c/o Sue Virnig, Deputy Treasurer
City of Golden Valley
7800 Golden Valley Road
Golden Valley, MN 55427

FOR:

Watershed Administration Services for September 2020

| DESCRIPTION | HOURS | RATE/HR | AMOUNT |
|--|-------------------|-------------|-------------------|
| Administration – Correspondence, program coordination, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, residents, developers, Hennepin Co, Met Council, state agencies, and other stakeholders. Coordination of various projects, meetings, and programs including tracking CIP project implementation; updating CIP pages on website; drafting grant application for ERF funds; assisting with developing agreements for Plymouth CIP projects and coordinating with Plymouth staff and BCWMC attorney; reviewing and posting September education video online; editing October education press release; assisting with development of October education video; coordinating with city staff and Commission Engineers to plan for public engagement with Medley Park Water Quality Improvement Project feasibility study including attending two meetings and gathering information on Medicine Lake water quality; discussing conflict of interest item with Commissioner Welch; Commission Attorney, and Commission Engineers, and drafting memo on same; prepare for TAC meeting; discuss proposed project in Bassett Creek Valley with developers, Commission Engineers and Commission Attorney; recording short video for Freshwater on Art in Water Program; talking with Commission Engineers about Bryn Mawr and Lagoon Dredging Project implementation options; participating in MPLS Pathogen Task Force meeting; ranking projects for Watershed Based Implementation Funding; reviewing and commenting on draft WMWA roots display; updating stream water quality graphs online; talking with Alt. Commissioner Cesnik re: chloride management ideas from Salt Symposium | 45.0 | \$72 | \$3,240.00 |
| Administration – Meeting attendance: 9/9/20 Watershed Partners Meeting 9/15/20 Medley Park CIP Project Feasibility Study Kick-off Meeting 9/17/20 Monthly Commission Meeting 9/22/20 & 9/24/20 MAISRC Showcase 9/23/20 BWSR Watershed Based Implementation Funding Convening Meeting | 8.75 | \$72 | \$630.00 |
| Administration – Preparing agendas, meeting materials, meeting notes, follow up: Developing meeting agenda and materials and reviewing documents and invoices for regular BCWMC meeting; posting materials to website; printing, collating, and mailing materials; participating in pre-meeting call with Chair and Commission Engineer; drafting follow-up email with task list | 14.25 | \$72 | \$1,026.00 |
| TOTAL HOURS | 68.0 | \$72 | \$4,896.00 |
| TOTAL INVOICE | \$4,896.00 | | |