

**KEYSTONE WATERS, LLC**

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Item 4Ci.  
BCWMC 4-21-16**INVOICE**

DATE: APRIL 4, 2016

**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 March 2016

DESCRIPTION	HOURS	RATE/HR	AMOUNT
<b>Administration – Correspondence, program coordination, general administration:</b> Phone and email correspondence with various Commissioners, TAC members, consultants, residents, developers, State agencies, and other stakeholders.  Coordination of various projects, meetings, and programs including tracking CIP project implementation; drafting “Clean Water Story” on 2012 Main Stem Restoration Project for BWSR; tasks related to website including sending launch announcement, getting training on updating the site, and making updates to the site; writing WMWA newsletter articles; reviewing and commenting on multiple documents including feasibility study for 2017CR-M project, Westwood Lake Water Quality Monitoring Report, Briarwood Dawnview Final Project Report and invoice, and Biotic Index Monitoring Report; developing 2017 draft budget; revising 5-year CIP list; discussing SWLRT proposed tunnel connection with city, Commission Engineer, SWLRT staff and preparing invoice; researching/attending informational meeting regarding chloride education and training options; gathering volunteers for community events; working on display materials including ordering and delivering materials; beginning work on annual report; giving interviews on Schaper Pond Project; invoicing for Blue Line LRT work and DNR Flood Reduction Grant (for XP-SWMM modeling project)	53.75	\$67	\$3,601.25
<b>Administration – Meeting attendance:</b> 3/1/16 BCMWC Education Committee Meeting 3/3/16 BCWMC Technical Advisory Committee Meeting 3/8/16 West Metro Water Alliance Meeting 3/14/16 Permeable Pavement Project Technical Advisory Panel Meeting 3/17/16 BCWMC Regular Meeting 3/29/16 Main Stem Restoration Project Feasibility Study Review Meeting 3/31/16 BCWMC Budget Committee Meeting	14.0	\$67	\$938.00
<b>Administration – Preparing agendas, meeting materials, meeting notes, follow up:</b> Develop meeting agenda and materials and review documents and invoices for regular BCWMC meeting, send materials to Recording Secretary for distribution; prepare meeting minutes; prepare follow up task list; prep for committee meetings	21.25	\$67	\$1,423.75
<b>SUB-TOTAL INVOICE</b>	<b>89.0</b>	<b>\$67</b>	<b>\$5,963.00</b>
<b>Expenses (parking)</b>			<b>+\$10.00</b>
<b>Amount about maximum allowed in February</b>			<b>+\$142.71</b>
<b>Amount above maximum allowable monthly total of \$5,150</b>			<b>-\$965.71</b>
<b>TOTAL INVOICE</b>			<b>\$5,150.00</b>

BCWMC

527-297

**RITZ PARKING LOT  
Allied Parking Inc.**

54 South 4th Street, Minneapolis, MN 55415 • 612-333-7119

This is a license. No bailment created. Holder may park one automobile at his own risk of any fire, theft or damage to auto or contents of same. This ticket for time computation purposes only.

TAKE TICKET WITH YOU.  
PAYMENT CENTERS ARE LOCATED ON THE LOT.

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