

Amy Herbert LLC
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September 6, 2016

Bassett Creek Watershed Management Commission (BCWMC)
 Attn: Sue Virnig, Deputy Treasurer
 7800 Golden Valley Road
 Golden Valley, MN 55427

For contracted services August 1, 2016, through August 16, 2016: FINAL INVOICE

Administrative Services to BCWMC

- Copied and assembled meeting packets for the August 18 meeting, provided packets to Barr Engineering mail room for weighing, adding postage, and mailing; Prepared BCWMC folders for transfer to Administrator Jester; Prepared meeting notice.;

5.50 hours @ \$62.00 per hour í .. \$341.00

BCWMC Meetings

Met with Administrator Jester to discuss transfer of recorder tasks and records

1.00 hours @ \$62.00 per hour í .. \$62.00

Website Services

No Website Services

0.00 hours @ \$62.00 per hour í .. \$0.00

Facebook

Developed/posted 3 Facebook posts for www.facebook.com/BCWMC

0.50 hours @ \$62.00 per hour í .. \$31.00

Expenses

No August expenses

0.00 hours @ \$62.00 per hour í .. \$0.00

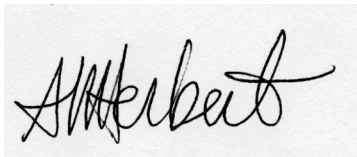
Mileage

No August mileage

\$0.00

Subtotal Administrative Services	\$434.00
Subtotal CIP Administrative Services	\$0.00
Total Current Billing:	\$434.00

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

A handwritten signature in black ink, appearing to read "Amber", is written on a light gray rectangular background.

Signature of Claimant