

Item 5E.
BCWMC 2-16-17

KEYSTONE WATERS, LLC

Laura Jester
16145 Hillcrest Lane ~ Eden Prairie, MN 55346
Phone (952) 270-1990

INVOICE

DATE: FEBRUARY 5, 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 January 2017

| DESCRIPTION | HOURS | RATE/HR | AMOUNT |
|---|--------------|-------------|-------------------|
| <p>Administration – Correspondence, program coordination, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, residents, developers, Hennepin County, state agencies, and other stakeholders.</p> <p>Coordination of various projects, meetings, and programs including tracking CIP project implementation; updating website; working with Agora developer and city staff including attending meetings, writing letter, and drafting pros/cons of agreement with developer, and coordinating with Commission legal counsel; sending new Commissioner orientation email; gathering conflict of interest forms; drafting AIS prevention grant application; meeting with Metro Blooms for update on Harrison project; developing Clean Water Partnership grant report; reviewing reimbursement requests from Golden Valley and New Hope; coordinating with education consultant; assisting with planning for Sweeney Lake Aeration Study; updating 5-year CIP list; submitting 2016 WOMP expenses to Met Council; submitting biennial solicitation notice; assisting with development of city checklist for local water plans; reviewing 2016 water monitoring reports; gathering, drafting, and editing WMWA newsletter articles</p> | 63.0 | \$67 | \$4,221.00 |
| <p>Administration – Meeting attendance: 1/10/17 West Metro Water Alliance (WMWA) Meeting 1/17/17 Bassett Creek Park & Winnetka Pond Dredging Project Technical Stakeholder Meeting 12/19/17 – Commission Meeting 1/24/17 BCWMC APM/AIS Committee Meeting</p> | 8.5 | \$67 | \$569.50 |
| <p>Administration – Preparing agendas, meeting materials, meeting notes, follow up: Develop meeting agenda and materials and review documents and invoices for regular BCWMC meeting; post materials to website; print, collate, and mail materials; prepare meeting minutes; prepare follow up task list; prepare for APM/AIS Committee; develop and send agenda and meeting materials for 2/3 TAC meeting</p> | 26.25 | \$67 | \$1,758.75 |
| <p>Clean Water Fund Grant Administration Northwood Lake Improvement Project Clean Water Fund Grant reporting</p> | 2.0 | \$67 | \$134.00 |
| TOTAL HOURS | 99.75 | \$67 | \$6,683.25 |
| Expenses: Road Salt Symposium Registration Fee | | | + \$135.00 |
| TOTAL INVOICE | | | \$6,818.25 |

From: [Freshwater Society](#)
To: laura.jester@keystonewaters.com
Subject: 2017 Road Salt Symposium - Thank you for registering!
Date: Friday, January 20, 2017 1:36:30 PM

If you made payment via Paypal, your registration is complete. You may wish to print this page for your records. If you chose to be invoiced, you'll be receiving a bill from Freshwater Society.

16th Annual Road Salt Symposium
Freshwater Society
Thursday, February 2, 2017 -8:30 am to 3:00 pm
NEW LOCATION! Mounds View Event Center
5394 Edgewood Drive, Mounds View MN 55112

| Name | | | | | | | | | | | | |
|---|---------|------------|-----------------|-------|---------------------|---|----------|----------|---------------|--|--|-----------------|
| Laura Jester | | | | | | | | | | | | |
| Organization | | | | | | | | | | | | |
| Bassett Creek Watershed Management Commission | | | | | | | | | | | | |
| Address | | | | | | | | | | | | |
| 16145 Hillcrest Lane Eden Prairie, Minnesota 55346 United States Map It | | | | | | | | | | | | |
| Phone | | | | | | | | | | | | |
| (952) 270-1990 | | | | | | | | | | | | |
| Email Address | | | | | | | | | | | | |
| laura.jester@keystonewaters.com | | | | | | | | | | | | |
| Payment method | | | | | | | | | | | | |
| Continue on, to pay now via credit card / Paypal | | | | | | | | | | | | |
| Order | | | | | | | | | | | | |
| <table><thead><tr><th>Product</th><th>Qty</th><th>Unit Price</th><th>Price</th></tr></thead><tbody><tr><td>Road Salt Symposium</td><td>1</td><td>\$135.00</td><td>\$135.00</td></tr><tr><td colspan="3">Total:</td><td>\$135.00</td></tr></tbody></table> | Product | Qty | Unit Price | Price | Road Salt Symposium | 1 | \$135.00 | \$135.00 | Total: | | | \$135.00 |
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| Road Salt Symposium | 1 | \$135.00 | \$135.00 | | | | | | | | | |
| Total: | | | \$135.00 | | | | | | | | | |