

**KEYSTONE WATERS, LLC**

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Item 4Ci.  
BCWMC 8-20-15**INVOICE**

DATE: AUGUST 3 2015

**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 July 2015  
Watershed Management Plan Development for July 2015

DESCRIPTION	HOURS	RATE/HR	AMOUNT
<b>Administration – Correspondence, informational meetings, general administration:</b> Phone and email correspondence with various Commissioners, TAC members, consultants, Hennepin County, BWSR, MPCA, residents, developers, and other stakeholders.  Coordination of various projects, meetings, and programs including tracking CIP project implementation and updating CIP Project Update Chart; starting coordination of feasibility studies for 2017 projects; developing work plan for Clean Water Partnership Grant in coordination with New Hope and MPCA project manager; assisting with NEMO workshop planning; researching channel maintenance fund policies; corresponding with Commission Engineer and researchers re: rare plant in Westwood Lake; meeting with Golden Valley & consultants and Commission Engineer on Honeywell Pond Project; writing articles for WMWA newsletter; giving interview with Channel 12 on Schaper Pond Project	36.0	\$67	\$2,412.00
<b>Administration – Meeting attendance:</b> 7/14/15 WMWA Meeting 7/16/15 Commission Meeting 7/28/15 Hennepin County Natural Resources Committee Meeting	6.75	\$67	\$452.25
<b>Administration – Preparing agendas, meeting materials, meeting notes, follow up:</b> Develop meeting agenda and materials and review relevant documents and invoices for regular BCWMC meeting, send materials to Recording Secretary for distribution; review draft meeting minutes; prepare follow up task list for staff	19.25	\$67	\$1,289.75
<b>Administration - Watershed Management Plan Development:</b> Reviewing comments and responses on 90-day review draft of Plan, developing PowerPoint presentation for BWSR Metro Committee meeting	5.75	\$67	\$385.25
	<b>67.75</b>	<b>\$67</b>	<b>\$4,539.25</b>
<b>Plus amount unbilled from June invoice</b>			<b>+ \$377.50</b>
	<b>TOTAL INVOICE</b>		<b>= \$4,916.75</b>