

KEYSTONE WATERS, LLC

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Item 4Ci.
BCWMC 10-17-19**INVOICE**

DATE: OCTOBER 4, 2019

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 2019

DESCRIPTION	HOURS	RATE/HR	AMOUNT
Administration – Correspondence, program coordination, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, residents, developers, Hennepin County, Met Council, state agencies, and other stakeholders. Coordination of various projects, meetings, and programs including tracking CIP project implementation; updating website; certifying 2020 levy costs to Hennepin County; corresponding with Commission Engineer, Medicine Lake consultant and Jevne Stormwater Project team re: Jevne Project, timeline, and agreement; coordinating response to MPCA re: MTDs; developing Clean Water Fund grant application for Bryn Mawr Project; preparing for Sochacki Park/Rice Ponds resident meeting including reviewing 2013 monitoring report and developing presentation; delivering education materials; assisting with set up and take down at GV Sustainability Fair; researching water monitoring programs in other watersheds; attending chloride education group meeting; reviewing education press release on chlorides; reviewing BWSR's watershed based funding policy	33.0	\$72	\$2,376.00
Administration – Meeting attendance: 9/4/19 Bassett Creek Valley Study Meeting 9/10/19 West Metro Water Alliance Meeting 9/13/19 Mt. Olivet and Parkers Lake Drainage Project Feasibility Study Kick Off Mtg 9/16/19 Sochacki Park/Rice Ponds Residents Meeting 9/19/19 BCWMC Meeting	10.25	\$72	\$738.00
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; drafting follow-up email with task list; preparing for 10/4 TAC meeting including reviewing engineer's presentation, developing agenda, preparing information on monitoring in other watersheds	21.25	\$72	\$1,530.00
TOTAL HOURS	64.50	\$72	\$4,644.00
TOTAL INVOICE			\$4,644.00