

**KEYSTONE WATERS, LLC**

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Item 4Ci.  
BCWMC 11-20-19**INVOICE**

DATE: NOVEMBER 9, 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 October 2019

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, Hennepin County, Met Council, state agencies, and other stakeholders.  Coordination of various projects, meetings, and programs including tracking CIP project implementation; updating website; drafting responses re: MTDs for MPCA; gathering CAMP samples; reviewing AIS and salt education materials and education press release; assist with setting chloride regulations meeting; discuss resident engagement plan for Sweeney Lake WQ Project; meeting with TRPD re: Sochacki Park/Rice Ponds subwatershed study; develop PPT for NMCWD AIS workshop; walking/taking photos of Plymouth Creek Restoration Project; reviewing carp survey technical memo; review/comment on revisions to Requirements Doc (re: MTDs) and post final documents online and remind TAC members of new process; request updates from TAC on ordinances in cities and review responses; set next TAC meeting; provide information to AMLAC re: monitoring and curly-leaf pondweed control costs; review 2020 monitoring plan; register for MAWD (review agenda); set Main Stem Lagoon Dredging Project technical stakeholder meeting; correspond with Commission Engineer and MPCA staff re: 2020 monitoring plan	51.0	\$72	\$3,672.00
<b>Administration – Meeting attendance:</b> 10/4/19 BCWMC Technical Advisory Committee Meeting 10/8/19 West Metro Water Alliance Meeting 10/15/19 Metro MAWD Meeting 10/17/19 BCWMC Meeting 10/30/19 Nine Mile Creek WD AIS Workshop	11.0	\$72	\$792.00
<b>Administration – Preparing agendas, meeting materials, meeting notes, follow up:</b> 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	12.25	\$72	\$882.00
<b>TOTAL HOURS</b>	<b>74.25</b>	<b>\$72</b>	<b>\$5,346.00</b>
<b>TOTAL INVOICE</b>			<b>\$5,346.00</b>