

**KEYSTONE WATERS, LLC**

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Item 4Ci.  
BCWMC 7-16-15**INVOICE**

DATE: JULY 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 June 2015  
Watershed Management Plan Development for June 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, MDNR, BWSR, MPCA, Met Council, U of M, 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 options for 2016 budget and transmitting proposed budget to cities; reviewing and commenting on new website mock ups, content, and design; talking with MPCA re: Bacteria TMDL Implementation Plan TMDL; reviewing Clean Water Partnership Grant agreement and coordinating with MPCA on corrections; discussing County grants, County draft Natural Resources Strategic Plan, and future levy certification process with R. Anhorn; NEMO workshop planning; updating channel maintenance fund notations; reviewing and commenting on County’s draft Natural Resources Strategic Plan; developing August public hearing notice; coordinating and attending Metro Women’s Administrator meeting	37.0	\$67	\$2,479.00
<b>Administration – Meeting attendance:</b> 6/2/15 Hennepin County Natural Resources Committee Meeting 6/9/15 WMWA Meeting 6/18/15 Commission Meeting 6/25/15 BCWMC Technical Advisory Committee Meeting 6/30/15 BCWMC Education Committee Meeting	10.75	\$67	\$720.25
<b>Administration – Preparing agendas, meeting materials, meeting notes, follow up:</b> Develop meeting agenda and materials (including information regarding Northwood Lake Improvement Project) 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; send checks to vendors, prepare for 6/25 TAC meeting and draft TAC memo; prepare for 6/30 Education Committee meeting	31.5	\$67	\$2,110.50
<b>Administration - Watershed Management Plan Development:</b> Transmitting draft plan for 90-day review, developing PowerPoint presentation on Plan for Golden Valley Environmental Commission and future BWSR Metro Committee meeting	3.25	\$67	\$217.75
	<b>82.50</b>	<b>\$67</b>	<b>\$5,527.50</b>
<b>Less amount over \$5,150 maximum billing allowed (held for future billing)</b>			<b>- \$377.50</b>
<b>TOTAL INVOICE</b>			<b>= \$5,150.00</b>