

KEYSTONE WATERS, LLC

Laura Jester

16145 Hillcrest Lane ~ Eden Prairie, MN 55346

Phone (952) 270-1990

Item 4Ci.
BCWMC 1-15-15**INVOICE**

DATE: JANUARY 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 December 2014
Watershed Management Plan Development for December 2014

DESCRIPTION	HOURS	RATE/HR	AMOUNT
Administration – Correspondence, informational meetings, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, Hennepin County, MPCA, Met Council, residents, developers, and other stakeholders. Coordination of various projects, meetings, and programs including tracking CIP project implementation; receiving updates on Schaper Pond Diversion Project from MPCA, Golden Valley and Barr Engineering; coordinating with Golden Valley on outreach for Twin Lake Alum Treatment Project; meeting with Derek Asche to discuss Four Seasons Water Quality Project; reviewing and providing comments on WOMP fact sheet; developing records retention schedule and data practices policy; coordinating updates to website; participating in Envision work session with Barr Engineering; reviewing performance evaluation surveys prepared by Administrative Services Committee members	20.25	\$65	\$1,316.25
Administration – Meeting attendance: 12/2/14 Hennepin County Natural Resources Partnership Meeting 12/5/14 MN Association of Watershed Districts Annual Conference 12/8/14 BCWMC Administrative Services Committee Meeting 12/10/14 Blue Line LRT Issues Resolution Team Meeting 12/18/14 Commission Meeting	17.25	\$65	\$1,121.25
Administration – Preparing agendas, meeting materials, meeting notes, follow up: 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	13.5	\$65	\$877.50
Administration - Watershed Management Plan Development:	0.0	\$65	\$0.00
SUBTOTAL	51.0	\$65	\$3,315.00
Materials and Supplies: Lodging at MAWD Conference			\$90.20
TOTAL			\$3,405.20



Arrowwood Resort

866-386-5263

www.arrowwoodresort.com

GUEST FOLIO

Ms Laura Jester
16145 Hillcrest Ln
Eden Prairie, MN
55346

Account Name **Jester, Laura**
Account No. **IN 362533**
Folio Type **Current**
Suite: **220**
Guest Tax 1

Arrival **12/04/14**
Departure **12/05/14**
Guests **1**

Fax :

Seq.	Date	Transaction Description	Ref/Comments	Room No.	Q	Amount	TX	S/F
1	10/30/14	Check	check no. 4990		1	(90.20)	I	A
2	12/04/14	Room	Re: 220	220	1	84.00	N	A
		Room Tax				6.19		
			TOTAL			(0.01)		
			*** TAXES INCL ***					
			Taxes			6.19		

This bill is in currency : USD

Print date: 12/04/14

I agree to pay for any balance left unpaid by the company, organization or person in charge and am aware of my responsibility to cover for any damage caused to the property.

X _____
Guest signature