

# KEYSTONE WATERS, LLC

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## INVOICE

DATE: SEPTEMBER 7, 2013

**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 August 2013  
Watershed Management Plan Development for August 2013

DESCRIPTION	HOURS	RATE/HR	AMOUNT
<b>Administration – Correspondence, informational meetings, general administration:</b> Phone and email correspondence with various Commissioners, TAC members, consultants and other partners including: S. Virnig, J. Oliver, K. Chandler, A. Herbert, B. Wozney (BWSR), C. LeFevre, T. Hoshal, Chair Black, D. Asche, developers, state agencies, residents inquiring about grants for residential projects  Coordination of pre-permitting meeting with DNR and PCA for Schaper Pond project, setting meeting, distributing agenda and materials; correspondence with G. Wilson (Barr Engineering) re: Wirth Lake delisting possibility; correspondence with G. Black and T. Hoshal re: resignation from Commission; coordination of access to Sweeney Lake for fish surveys including emails, phone calls, picking up gate key; correspondence with Meadowbrook School re: past grant project; development/distribution of Public Hearing notice; correspondence re: Lancaster Lane Project; on-site meeting with E. Eckman, J. Fox, and watershed resident at Sweeney Lake re: lake access; etc.	18.0	\$65	\$1,170.00
<b>Administration – Meeting attendance:</b> 8-15-13 Commission Meeting	4.0	\$65	\$260.00
<b>Administration – Preparing agendas, meeting materials, meeting notes, follow up:</b> Draft meeting notes (TAC memo) from 7-29-13 TAC meeting; develop meeting agendas and materials for BCWMC meeting, review meeting notes for follow up tasks; plan for multiple committee meetings including Dispute Resolution, Budget, Education, Administrative Services; gather materials for Dispute Resolution Committee meeting	17.25	\$65	\$1,121.25
<b>Administration – Document review and development:</b> Review invoices, 2013 budget status, Dispute Resolution materials	3.5	\$65	\$227.50
<b>Administration - Watershed Management Plan Development:</b> Draft 7-29-13 Plan Steering Committee Meeting minutes Gather water quality monitoring information from various stakeholders	2.25	\$65	\$146.25
<b>Sub-Total</b>	<b>45.0</b>	<b>\$65</b>	<b>\$2,925.00</b>
<b>Materials:</b> Certificate of Appreciate Paper			<b>\$7.07</b>
<b>TOTAL INVOICE</b>			<b>\$2,932.07</b>

BCWMC

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