KEYSTRNE WATERS, LLC

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INVOICE

DATE: SEPTEMBER 7, 2013

TO:

Golden Valley, MN 55427

FOR:

Bassett Creek Watershed Management CommissionWaterc/o Sue Virnig, Deputy TreasurerWaterCity of Golden Valley7800 Golden Valley Road

Watershed Administration Services for August 2013 Watershed Management Plan Development for August 2013

DESCRIPTION	HOURS	RATE/HR	AMOUNT
Administration – Correspondence, informational meetings, general administration:	18.0	\$65	\$1,170.00
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. LeFevere, 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.			
Administration – Meeting attendance:	4.0	\$65	\$260.00
8-15-13 Commission Meeting			
Administration – Preparing agendas, meeting materials, meeting notes, follow up:	17.25	\$65	\$1,121.25
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			
Administration – Document review and development:	3.5	\$65	\$227.50
Review invoices, 2013 budget status, Dispute Resolution materials			
Administration - Watershed Management Plan Development:	2.25	\$65	\$146.25
Draft 7-29-13 Plan Steering Committee Meeting minutes			
Gather water quality monitoring information from various stakeholders			
Sub-Total	45.0	\$65	\$2,925.00
Materials:			
Certificate of Appreciate Paper			\$7.07
TOTAL INVOICE			\$2,932.07

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