

KEYSTONE WATERS, LLC

Laura Jester

16145 Hillcrest Lane ~ Eden Prairie, MN 55346

Phone (952) 270-1990

INVOICE

DATE: AUGUST 1, 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 July 2013
Watershed Management Plan Development for July 2013

DESCRIPTION	HOURS	RATE/HR	AMOUNT
Administration – Correspondence, informational meetings, general administration: 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 Request updates and additions to website, general filing Correspondence with Steve McComas for fish survey proposal, resident regarding access to Sweeney Lake, etc.	14.0	\$65	\$910.00
Administration – Meeting attendance: 7-29-13 TAC Meeting	2.0	\$65	\$130.00
Administration – Preparing agendas, meeting materials, meeting notes, follow up: Develop meeting agendas and materials for BCWMC meeting, TAC meeting; review meeting minutes for follow up tasks; find dates for dispute resolution committee meeting	15.5	\$65	\$1,007.50
Administration – Document review and development: Review invoices, XP-SWMM draft memo for TAC	4.0	\$65	\$260.00
Administration - Watershed Management Plan Development: Develop Plan Steering Committee Meeting agenda and minutes 7-1-13 and 7-29-13 Attend Plan Steering Committee Meetings	6.0	\$65	\$390.00
Total	39.5	\$65	\$2,567.50