

Amy Herbert LLC
bcra@barr.com · 952-832-2652

July 12, 2016

Bassett Creek Watershed Management Commission (BCWMC)
Attn: Sue Virnig, Deputy Treasurer
7800 Golden Valley Road
Golden Valley, MN 55427

For contracted services June 1, 2016, through June 30, 2016

Administrative Services to BCWMC

- Copied and assembled meeting packets for the June 16th meeting, provided packets to Barr Engineering mail room for weighing, adding postage, and mailing;
- Forwarded permit fee payments to Deputy Administrator; Prepared meeting notices; Ordered July BCWMC monthly meeting refreshments

4.00 hours @ \$62.00 per hour í .. \$248.00

BCWMC Meetings

Attended no meetings in June

0.00 hours @ \$62.00 per hour í .. \$0.00

Website Services

No Website Services

0.00 hours @ \$62.00 per hour í .. \$0.00

Facebook

Developed 7 Facebook posts and shared 4 on www.facebook.com/BCWMC

1.50 hours @ \$62.00 per hour í .. \$93.00

Expenses

No June expenses

0.00 hours @ \$62.00 per hour í .. \$0.00

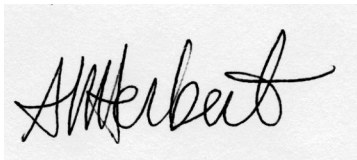
Mileage

No June mileage

\$0.00

Subtotal Administrative Services	\$341.00
Subtotal CIP Administrative Services	\$0.00
Total Current Billing:	\$341.00

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.



Signature of Claimant