



Laura Jester

16145 Hillcrest Lane ~ Eden Prairie, MN 55346

Phone (952) 270-1990

Item 4Ci.  
BCWMC 6-20-13

# INVOICE

DATE: JUNE 2, 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 May 2013  
Watershed Management Plan Development for May 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, M. Welch, D. Asche, developers (2), D. Hanson, Rainbow Tree Care  Watershed tour coordination and invitation distribution, interview with Sun Post, setting Budget Committee meeting, renew website domain name  Correspondence/coordination/discussion re: public hearing, Major Plan Amendment, Sweeney Lake outlet, Medicine Lake dam and water levels, Twin Lake alum treatment	17	\$65	\$1,105.00
<b>Administration – Meeting attendance:</b> 5-14-13 WMWA Meeting 5-16-13 BCWMC Meeting	6	\$65	\$390.00
<b>Administration – Preparing agendas, meeting materials, meeting notes, follow up:</b> 5-16-13 BCWMC Meeting 6-6-13 TAC Meeting	18	\$65	\$1,170.00
<b>Administration – Document review and development:</b> Review invoices, audit Refine Roles and Responsibilities document Develop 2014 draft budget	6.5	\$65	\$422.50
<b>Administration - Watershed Management Plan Development:</b> Refine and type issues list from small group meetings; correspond with Barr re: survey results, GTS re: meeting attendance, L. Loomis re: July Plan Steering Cmte Mtg; meeting with G. Williams and K. Chandler re: plan input schedule; invite agencies and partners to Summit, workshop and July Commission meeting; requested webpage development for Plan documents  5-20-13 Plan Steering Committee meeting: prepare and distribute agenda, attend and take meeting notes, type and distribute meeting notes	14.5	\$65	\$942.50
<b>Subtotal</b>	<b>62</b>	<b>\$65</b>	<b>\$4,030.00</b>
<b>Expenses</b> BCWMC website domain name renewal (two years) Postage and stamps			\$76.00 \$24.32
<b>TOTAL</b>			<b>\$4,130.32</b>

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Country: US  
State: MN  
Postal code: 55346

Services	Billing Cycle	Status	Price
bassettcreekwmo.org	2 years	FULFILLED	\$76.00
			Total: \$76.00

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Coil/50 (Forever) Flags of our Nation (Set 6) PSA	1	\$23.00	\$23.00
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