

KEYSTONE WATERS, LLC

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Item 4Ci.
BCWC 6-18-15**INVOICE**

DATE: JUNE 8 2015

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 2015
 Watershed Management Plan Development for May 2015

DESCRIPTION	HOURS	RATE/HR	AMOUNT
Administration – Correspondence, informational meetings, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, Hennepin County, MDNR, BWSR, MPCA, Met Council, U of M, Army Corps of Engineers, residents, developers, and other stakeholders. Coordination of various projects, meetings, and programs including tracking CIP project implementation and updating CIP Project Update Chart; coordinating major plan amendment; developing 2014 BCWMC annual report; reviewing and commenting on new website mock ups and content; discussing future water quality monitoring reporting options with staff; talking with U.S. Army Corps of Engineers re: XP-SWMM modeling; talking with MPCA re: Bacteria TMDL Implementation Plan TMDL; taking photos of Twin Lake alum treatment; registering in State SWIFT program for CWP grant documents	25.25	\$67	\$1,691.75
Administration – Meeting attendance: 5/5/15 TAC Meeting 5/5/15 Plymouth City Council Workshop re: Medicine Lake Water Levels 5/6/15 BCWMC Education Committee Meeting 5/11/15 Meeting w/ DNR re: Project Evaluations 5/20/15 WMWA Committee Meeting 5/21/15 Commission Meeting 5/28/15 NEMO Workshop Planning Meeting	15.75	\$67	\$1,055.25
Administration – Preparing agendas, meeting materials, meeting notes, follow up: Develop meeting agenda and materials and review relevant documents and invoices for regular BCWMC meeting, send materials to Recording Secretary for distribution; review draft meeting minutes; prepare follow up task list for staff; prepare for 5/5 TAC meeting and draft TAC memo; prepare for Education Committee meeting	16.0	\$67	\$1,072.00
Administration - Watershed Management Plan Development: Reviewing draft plan for 90-day review, assisting with revisions to Table 5-3, writing plan transmittal letter	5.25	\$67	\$351.75
	62.25	\$67	\$4,170.75
Total Unpaid from February and March Invoices			+ \$448.30
TOTAL INVOICE			= \$4,619.05