

KEYSTONE WATERS, LLC

Laura Jester

16145 Hillcrest Lane ~ Eden Prairie, MN 55346

Phone (952) 270-1990

**Item 4Ci.
BCWMC 8-21-14****INVOICE**

DATE: AUGUST 2, 2014

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 2014
Watershed Management Plan Development for July 2014

DESCRIPTION	HOURS	RATE/HR	AMOUNT
Administration – Correspondence, informational meetings, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, Hennepin County, state agencies, residents, news agencies, and other stakeholders Coordination of various projects, meetings, and programs including tracking CIP project implementation; responding to inquiries from press re: Wirth Lake delisting; assisting with promotion and coordination of NEMO workshops; coordinating finalization of watershed map; assisting with identification of steps for dissolution including reviewing contracts and letters; meeting with city staff, Commissioners, city councilmembers/mayors of Plymouth and Golden Valley re: JPA status; assisting with review of Sweeney Lake education signs; assisting with questions on aquatic plants and blue green algae on Sweeney Lake; corresponding with Hennepin County regarding 2015 levy; preparing response to additional comments on Major Plan Amendment	16.75	\$65	\$1,088.75
Administration – Meeting attendance: None this month	0	\$65	\$0
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	9.0	\$65	\$585.00
Administration - Watershed Management Plan Development: Develop and distribute agenda and materials for 7/7/14 Plan Steering Committee (PSC) meeting, prepare for, attend, and write meeting notes for 7/7/14 and 7/28/14 PSC meetings; draft education policies; review administration policies; meet with Engineers Chandler and Williams to plan for 8/11/14 Workshop	14.0	\$65	\$910.00
SUBTOTAL	39.75	\$65	\$2,583.75
Total unpaid from April and May	SUBTOTAL		\$2,006.95
TOTAL			\$4,590.70