

Item 4Ci.
BCWMC 7-19-18

KEYSTONE WATERS, LLC

Laura Jester
16145 Hillcrest Lane ~ Eden Prairie, MN 55346
Phone (952) 270-1990

INVOICE

DATE: JULY 1, 2018

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 June 2018

DESCRIPTION	HOURS	RATE/HR	AMOUNT
<p>Administration – Correspondence, program coordination, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, residents, developers, Hennepin County, Met Council, state agencies, and other stakeholders.</p> <p>Coordination of various projects, meetings, and programs including tracking CIP project implementation; updating website; meeting with St. Louis Park staff re: Westwood Lake Improvement Project timing/process; marketing chloride training workshop; developing invoice to Met Council for Blue Line LRT work; reviewing and commenting on Golden Valley Local Water Management Plan; meeting with MCWD staff re: CIP projects and prioritization; meeting with Wellington re: potential development in Bassett Creek Valley; reviewing Honeywell Pond reimbursement materials; populating spreadsheet for BWSR Watershed Based Funding and participating in conference call on same; meeting with Golden Valley staff and Commissioners and Sweeney Lake Association rep re: Sweeney Lake Aeration Study; distributing 2019 budget to cities; updating water quality graphs online; picking up CAMP samples; preparing and distributing 8/16 public hearing notice; drafting agreements with cities for 2019 projects; planning for Sweeney Lake public meeting; updating CIP project webpages</p>	44.5	\$70	\$3,115.00
<p>Administration – Meeting attendance: 6/7/18 BCWMC CIP Prioritization Committee Meeting 6/21/18 BCWMC Commission Meeting</p>	5.75	\$70	\$402.50
<p>Administration – Preparing agendas, meeting materials, meeting notes, follow up: Develop meeting agenda and materials and review documents and invoices for regular BCWMC meeting; post materials to website; print, collate, and mail materials; draft follow-up email with task list; prepare agendas and materials for committee meeting</p>	22.5	\$70	\$1,575.00
TOTAL HOURS	72.75	\$70	\$5,092.50
TOTAL INVOICE			\$5,092.50