

**KEYSTONE WATERS, LLC**

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Item 4Ci.  
BCWMC 6-21-18**INVOICE**

DATE: JUNE 5, 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 May 2018

DESCRIPTION	HOURS	RATE/HR	AMOUNT
<b>Administration – Correspondence, program coordination, general administration:</b> Phone and email correspondence with various Commissioners, TAC members, consultants, residents, developers, Hennepin County, Met Council, state agencies, and other stakeholders.  Coordination of various projects, meetings, and programs including tracking CIP project implementation; updating website; corresponding with engineers, contractors and partners on curly leaf pondweed control and zebra mussels in Medicine Lake and develop presentation for AMLAC meeting; reviewing Westwood Lake and Decola Ponds feasibility studies; reviewing column by D. Pape; preparing, distributing minor plan amendment documents and arranging official publication of public hearing; meeting with Minnetonka staff and commissioners on Crane Lake Project; attending MPCA/BWSR Climate Resiliency workshop; participating in conference call on Schaper Pond results; preparing and submitting max levy request to Hennepin County; beginning coordination of chloride training workshop; developing invoice to Met Council for Blue Line LRT work; reviewing and commenting on draft agenda for lake group meeting	43.75	\$70	\$3,062.50
<b>Administration – Meeting attendance:</b> 5/2/18 AMLAC Annual Meeting – Attend and Present 5/8/18 West Metro Water Alliance Meeting 5/9/18 Watershed Partners Meeting – Metro Blooms presentation 5/15/18 Women Metro Administrator’s Meeting 5/16/18 Hennepin County Official Convene Meeting on Watershed Based Funding 5/17/18 BCWMC Commission Meeting 5/24/18 Winnetka Pond Dredging Project Open House	18.0	\$70	\$1,260.00
<b>Administration – Preparing agendas, meeting materials, meeting notes, follow up:</b> 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 meetings	20.75	\$70	\$1,452.50
<b>TOTAL HOURS</b>	<b>82.50</b>	<b>\$70</b>	<b>\$5,775.00</b>
<b>TOTAL INVOICE</b>	<b>\$5,775.00</b>		