

KEYSTONE WATERS, LLC

Laura Jester

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Item 4Di.
BCWMC 2-18-16**INVOICE**

DATE: FEBRUARY 6, 2016

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 January 2016

DESCRIPTION	HOURS	RATE/HR	AMOUNT
Administration – Correspondence, program coordination, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, residents, developers, and other stakeholders. Coordination of various projects, meetings, and programs including tracking CIP project implementation and updating CIP Project Update Chart; coordinating and assisting with website redevelopment project;; developing/sending invoice to Met Council per Blue Line LRT agreement; developing agreement with Met Council for Southwest LRT; maintaining/organizing Commission files; coordinating with Metro Blooms on Harrison Neighborhood Project’ writing WMWA newsletter articles; contact landowners to gain right of access agreements for 2017CR-M project; reviewing draft feasibility study for 2017CR-P project and meeting with city of Plymouth on same; assisting with NEMO workshop planning; developing final accounting reports for FY2015	29.75	\$67	\$1,993.25
Administration – Meeting attendance: 2/6/16 Hennepin County Hazard Mitigation Plan – Meeting w/ County Staff 2/7/16 BCWMC Technical Advisory Committee Meeting 2/15/16 Women’s Metro Administrators Meeting 2/21/16 BCWMC Regular Meeting 2/26/16 Watershed Partners Update Meeting	9.5	\$67	\$636.50
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 2/7/16 TAC meeting	19.5	\$67	\$1,306.50
MPCA Clean Water Partnership Grant Admin Draft interim grant report	3.0	\$67	\$201.00
SUB-TOTAL INVOICE	61.75	\$67	\$4,137.25
Expenses (parking, postage)			+\$12.58
TOTAL INVOICE			\$4,149.83

BCWMC

GOLDEN VALLEY BRANCH
MINNEAPOLIS, Minnesota
554279998
2663650427-0097
01/22/2016 (800)275-8777 11:51:23 AM

Sales Receipt			
Product Description	Sale Qty	Unit Price	Final Price
22c (Ndn) Penguins PSA	4	\$0.22	Void
22c (Ndn) Penguins PSA (Forever)	2	\$0.22	\$0.44
Neon Celebrate! PSA	4	\$0.49	\$1.96
MINNEAPOLIS MN 55435 Zone-0 First-Class Mail Large Env 0.90 oz.			\$0.98
Expected Delivery: Mon 01/25/16			
Issue Postage:			\$0.98
MINNEAPOLIS MN 55416 Zone-0 First-Class Mail Large Env 1.90 oz.			\$1.20
Expected Delivery: Mon 01/25/16			
Issue Postage:			\$1.20

Total: \$4.58

Paid by: VISA \$4.58

Account #: XXXXXXXXXXXX1622

Approval #: 03640D

Transaction #: 820

23903340933

BRIGHTEN SOMEONE'S MAILBOX. Greeting cards available for purchase at select Post Offices.

BCWMC

RITZ PARKING LOT
Allied Parking Inc.
54 South 4th Street, Minneapolis, MN 55415 • 612-333-7119
This is a license. No bailment created. Holder may park one automobile at his own risk of any fire, theft or damage to auto or contents of same. This ticket for time computation purposes only.
TAKE TICKET WITH YOU.
PAYMENT CENTERS ARE LOCATED ON THE LOT.

511-743

8089 01/15 08:20 01/15 10:11 \$8.00 1622