

KEYSTONE WATERS, LLC

Laura Jester

16145 Hillcrest Lane ~ Eden Prairie, MN 55346

Phone (952) 270-1990

Item 4Ci.
BCWMC 5-19-16**INVOICE**

DATE: MAY 8, 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 April 2016

DESCRIPTION	HOURS	RATE/HR	AMOUNT
Administration – Correspondence, program coordination, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants, residents, developers, State agencies, and other stakeholders. Coordination of various projects, meetings, and programs including tracking CIP project implementation; developing 2017 draft budget; working with deputy treasurer to correct financial reports; developing, distributing, fielding questions for request for proposals for 2017 water monitoring projects; updating website; invoicing for Blue Line LRT and SWLRT work; delivering display materials for Friends of Northwood Lake meeting; planning for AIS/APM committee meetings	31.25	\$67	\$2,093.75
Administration – Meeting attendance: 4/11/16 BCMWC Education Committee Meeting 4/12/16 West Metro Water Alliance Meeting 4/21/16 BCWMC Regular Meeting 4/26/16 Hennepin County Natural Resources Partnership Meeting	8.25	\$67	\$552.75
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 and send materials to Recording Secretary for distribution; prepare meeting minutes; prepare follow up task list; prep for Education Committee meeting and TAC meeting	22.0	\$67	\$1,474.00
SUB-TOTAL INVOICE	61.5	\$67	\$4,120.50
Expenses (postage, envelopes)			+\$45.28
Amount above maximum allowed in March			+\$965.71
TOTAL INVOICE			\$5,131.49

BCWMC

MINNETONKA
14702 EXCELSIOR BLVD
MINNETONKA
MN
55345-9909
2645930345
04/29/2016 (800)275-8777 2:23 PM

Product Description	Sale Qty	Final Price
PM 1-Day (Domestic) (MINNEAPOLIS, MN 55426) (Weight:0 Lb 14.40 Oz) (Expected Delivery Day) (Saturday 04/30/2016) (USPS Tracking #) (9505 5150 1827 6120 0396 76)	1	\$6.45
Insurance (Up to \$50.00 included)	1	\$0.00
PM 1-Day (Domestic) (MINNEAPOLIS, MN 55422) (Weight:0 Lb 14.40 Oz) (Expected Delivery Day) (Saturday 04/30/2016) (USPS Tracking #) (9505 5150 1827 6120 0396 83)	1	\$6.45
Insurance (Up to \$50.00 included)	1	\$0.00
PM 1-Day (Domestic) (MINNEAPOLIS, MN 55442) (Weight:0 Lb 14.30 Oz) (Expected Delivery Day) (Saturday 04/30/2016) (USPS Tracking #) (9505 5150 1827 6120 0396 90)	1	\$6.45
Insurance (Up to \$50.00 included)	1	\$0.00
PM 1-Day (Domestic) (MINNEAPOLIS, MN 55422) (Weight:0 Lb 14.40 Oz) (Expected Delivery Day) (Saturday 04/30/2016) (USPS Tracking #) (9505 5150 1827 6120 0397 06)	1	\$6.45
Insurance (Up to \$50.00 included)	1	\$0.00

Total \$25.80

Credit Card Remitd \$25.80
(Card Name:VISA)
(Account #:XXXXXXXXXXXX1557)
(Approval #:029667)
(Transaction #:198)

BCWMC

MINNETONKA
14702 EXCELSIOR BLVD
MINNETONKA
MN
55345-9909
2645930345
5/03/2016 (800)275-8777 11:57 AM

Product Description	Sale Qty	Final Price
M 1-Day (Domestic) (MINNEAPOLIS, MN 55411) (Weight:1 Lb 2.20 Oz) (Expected Delivery Day) (Wednesday 05/04/2016) (USPS Tracking #) (9505 5150 1828 6124 0428 55)	1	\$6.80
Insurance (Up to \$50.00 included)	1	\$0.00
Total		\$6.80
Credit Card Remitd (Card Name:VISA) (Account #:XXXXXXXXXXXX1557) (Approval #:003465) (Transaction #:969)		\$6.80

Includes up to \$50 insurance

Text your tracking number to 28777 (2USPS) to get the latest status. Standard Message and Data rates may apply. You may also visit USPS.com USPS Tracking or call 1-800-222-1811.

Save this receipt as evidence of insurance. For information on filing an insurance claim go to <https://www.usps.com/help/claims.htm>.

Order stamps at usps.com/shop or call

BCWMC

Product Description	Sale Qty	Final Price
First-Class Mail Large Envelope (Domestic) (MINNEAPOLIS, MN 55427) (Weight:0 Lb 0.80 Oz) (Expected Delivery Day) (Friday 04/01/2016)	1	\$0.98
First-Class Mail Large Envelope (Domestic) (MINNEAPOLIS, MN 55401) (Weight:0 Lb 1.00 Oz) (Expected Delivery Day) (Friday 04/01/2016)	1	\$0.98
Total		\$1.96
Cash		\$2.00
Change		(\$0.04)

Office Depot and OfficeMax Branded Products Guarantee

Office DEPOT OfficeMax

OFFICE DEPOT STORE 06042
7535 France Ave S
Edina, MN 55435

REG 3 TRN 9243 EMP 282514

ID	Description	Total
ENV	10X13,25PK	9.99
	Subtotal:	9.99
	Tax:	0.73
	Total:	10.72
	Visa 3547	10.72

DE 280433

JESTER 801226272

create your online rewards