



Young Environmental Consulting  
Group, LLC

# Memo

**To:** Linda Loomis, Administrator  
**From:** Della Schall Young, Principal  
**Date:** September 12, 2021  
**Re:** General Engineering Services

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Below is a summary of activities completed July 1 - August 29, 2021 to provide services under the professional engineering services contract.

1. On-Call Services – 130.66 hours
  - a. Administrator and consultant meetings
  - b. Monthly Board Meeting
  - c. Municipal coordination meetings summaries and follow-up coordination
  - d. Monitoring (website)
  - e. District Tour Planning
3. Project Reviews – 277.79 hours (See Table 1)
4. Rules – 9.75 hours
  - a. Preliminary rules update

**Young Environmental Consulting  
Group, LLC**

PO Box 43933  
Minneapolis, MN 55443 US  
+1 6512496974  
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**INVOICE**

**BILL TO**  
Ms Linda Loomis  
Lower Minnesota River Watershed District  
112 E. 5th Street, #102  
Minnesota  
Chaska, MN 55318

**INVOICE** 17-6417  
**DATE** 09/12/2021  
**TERMS** Net 45  
**DUE DATE** 10/27/2021

DESCRIPTION	QTY	RATE	AMOUNT
Lower Minnesota River Watershed District			
Task 1: Oncall Services: Proj. Mgr (D Young)	47.25	136.00	6,426.00
Task 1: Oncall Services: District Eng. (K. Thompson)	13.75	174.00	2,392.50
Task 1: OnCall Services: WR Scientist 2 (L. Tornes and J. Dullum)	69.66	85.00	5,921.10
Task 3: Project Reviews: Editors - Proof reading municipal mtgs summaries	15.40	45.00	693.00
Task 3: Project Review; Proj. Mgr (D. Young)	8.75	136.00	1,190.00
Task 3: Project Reviews: District Eng. (K. Thompson)	140.67	138.00	19,412.46
Task 3: Project Reviews: WR Scientist (K. Fisher)	117.25	65.00	7,621.25
Task 3: Project Reviews: Editors - Proof reading board memos	11.12	45.00	500.40
Task 7: Rules: Proj. Mgr (D. Young)	2.50	136.00	340.00
Task 7: Rules: District Eng (K. Thompson)	4	138.00	552.00
Task 7: Rules: WR Scientist (K. Fisher)	3.25	65.00	211.25
<b>SUBTOTAL - Lower Minnesota River Watershed District</b>			<b>45,259.96</b>
Lower Minnesota River Watershed District			
Barr Engineering - 23101020.00-27:General Services: Area 3 review and coordination meetings, \$7,499.84 + 10% markup			8,249.82
Barr Engineering - 23101020.00-28: General Services: finalization of Area 3 memo and coordination, \$2,645.50 + 10% markup			2,910.05
<b>SUBTOTAL - Lower Minnesota River Watershed District</b>			<b>11,159.87</b>

This invoice is for services rendered July 1 - August 29, 2021.

**BALANCE DUE**

**\$56,419.83**

We appreciate your prompt payment!



# INVOICE

**Barr Engineering Co.**  
**4300 MarketPointe Drive, Suite 200**  
**Minneapolis, MN 55435**  
**Phone: 952-832-2600; Fax: 952-832-2601**  
**FEIN #: 41-0905995 Inc: 1966**

Della Schall Young  
 Young Environmental Consulting Group, LLC  
 Suite 4000  
 915 Main Street  
 Hopkins, MN 55343

June 30, 2021  
 Invoice No: 23101028.00 - 27

<b>Total this Invoice</b>	<b>\$7,499.84</b>
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### Regarding: LMRWD General Services

This invoice is for professional services related to the LMRWD General Services task order, which includes the following tasks:

#### Job 2021 – 2021 General Services

- Area 3: June 8 meeting with Young Environmental staff regarding goals and expectations for Area 3 review; review background memos and reports, prepare for site visit, June 15 site visit, internal meeting, and meeting with Young Environmental staff to review and discuss findings of site visit and memo/report, begin preparing memo to Young Environmental, and communications with Young Environmental staff
- Coordination meetings with project teams

Total Budget <sup>1</sup>	Current Invoice	Previously Invoiced	Total Invoiced	Remaining Budget
\$25,000.00	\$7,499.84	\$16,237.50	\$23,737.34	\$1,262.66

<sup>1</sup> Total budget includes task order 2020-07 (\$5,000), 2020-08 (\$5,000), 2021-01 (\$5,000), 2021-03 (\$5,000), and 2021-04 (\$5,000)

### Professional Services from May 29, 2021 to June 25, 2021

Job: 2021 2021 General Services

#### Labor Charges

	Hours	Rate	Amount
Principal			
Chandler, Karen	6.00	185.00	1,110.00
MacDonald, Thomas	9.60	180.00	1,728.00
Engineer / Scientist / Specialist IV			
Theroux, Brent	20.50	180.00	3,690.00
Engineer / Scientist / Specialist II			
Turpin-Nagel, Katelyn	6.90	120.00	828.00
Support Personnel II			
Nypan, Nyssa	1.00	100.00	100.00
Support Personnel I			
Rasmussen, Kayla	.10	80.00	8.00
	44.10		7,464.00
<b>Subtotal Labor</b>			<b>7,464.00</b>

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

**Expense Charges**

Travel

6/15/2021	Theroux, Brent	Mileage	14.56
6/15/2021	MacDonald, Thomas	Mileage	21.28

**Subtotal Expenses** **35.84**

**Job Subtotal** **\$7,499.84**

**Total this Invoice** **\$7,499.84**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>	<b>Received</b>	<b>A/R Balance</b>
<b>Invoiced to Date</b>	<b>7,499.84</b>	<b>30,857.00</b>	<b>38,356.84</b>	<b>30,182.50</b>	<b>8,174.34</b>

**Outstanding Invoices**

<b>Invoice</b>	<b>Date</b>	<b>Balance</b>
26	6/2/2021	674.50
<b>Total</b>		<b>674.50</b>

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Katie Turpin-Nagel, your Barr project manager, at 952.842.3690 or email at [kturpin-nagel@barr.com](mailto:kturpin-nagel@barr.com).



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**Barr Engineering Co.**  
**4300 MarketPointe Drive, Suite 200**  
**Minneapolis, MN 55435**  
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**FEIN #: 41-0905995 Inc: 1966**

Della Schall Young  
 Young Environmental Consulting Group, LLC  
 Suite 4000  
 915 Main Street  
 Hopkins, MN 55343

August 3, 2021  
 Invoice No: 23101028.00 - 28

<b>Total this Invoice</b>	<b>\$2,645.50</b>
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### Regarding: LMRWD General Services

This invoice is for professional services related to the LMRWD General Services task order, which includes the following tasks:

### Job 2021 – 2021 General Services

Area 3:

- Review and finalization of Area 3 memo
- Follow-up correspondence with Young Environmental to answer questions

General:

- Weekly meeting schedule changes
- General Services Task Order No. 5

Total Budget <sup>1</sup>	Current Invoice	Previously Invoiced	Total Invoiced	Remaining Budget
\$30,000.00	\$2,645.50	\$23,737.34	\$26,382.84	\$3,617.16

1) Total budget includes task order 2020-07 (\$5,000), 2020-08 (\$5,000), 2021-01 (\$5,000), 2021-03 (\$5,000), 2021-04 (\$5,000) and 2021-05 (\$5,000)

### Professional Services from June 26, 2021 to July 30, 2021

Job: 2021 2021 General Services

### Labor Charges

	Hours	Rate	Amount	
Principal				
Chandler, Karen	2.60	185.00	481.00	
MacDonald, Thomas	6.20	180.00	1,116.00	
Engineer / Scientist / Specialist IV				
Theroux, Brent	4.00	180.00	720.00	
Engineer / Scientist / Specialist II				
Turpin-Nagel, Katelyn	2.30	120.00	276.00	
Support Personnel II				
Pinter, Laura	.50	105.00	52.50	
	15.60		2,645.50	
<b>Subtotal Labor</b>				<b>2,645.50</b>
				<b>Job Subtotal</b>
				<b>\$2,645.50</b>

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

**Total this Invoice** **\$2,645.50**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>	<b>Received</b>	<b>A/R Balance</b>
<b>Invoiced to Date</b>	<b>2,645.50</b>	<b>38,356.84</b>	<b>41,002.34</b>	<b>30,182.50</b>	<b>10,819.84</b>

**Outstanding Invoices**

<b>Invoice</b>	<b>Date</b>	<b>Balance</b>
26	6/2/2021	674.50
27	6/30/2021	7,499.84
<b>Total</b>		<b>8,174.34</b>

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**INVOICE**

**BILL TO**  
Ms Linda Loomis  
Lower Minnesota River Watershed District  
112 E. 5th Street, #102  
Minnesota  
Chaska, MN 55318

INVOICE 17-6428  
DATE 09/12/2021  
TERMS Net 45  
DUE DATE 10/27/2021

DESCRIPTION	QTY	RATE	AMOUNT
Eng: Coordination with Barr and IF and review of recommendations, draft and finalize board update memo, 2-D memo review, review of IF invoices and coordinate project closeout with IF (K. Thompson)	12	138.00	1,656.00
PM: Invoicing, preliminary memo review and comments reconciliation and IF invoice review coordination (D. Young)	4.50	136.00	612.00

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This is for services rendered July 1 to August 29, 2021.

**BALANCE DUE**

**\$2,268.00**

We appreciate your prompt payment!

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Lower Minnesota River Watershed District  
112 E. 5th Street, #102  
Minnesota  
Chaska, MN 55318

INVOICE 17-6432  
DATE 09/12/2021  
TERMS Net 45  
DUE DATE 10/27/2021

DESCRIPTION	QTY	RATE	AMOUNT
Eng: Assist with gully inventory and interns social media posts. (K. Thompson)	1	138.00	138.00
PM: Invoicing, regular coordination with L. Loomis and J. Dullum and review of board memos (D. Young)	5.75	136.00	782.00
Ed. Coordinator: Weekly social media posts, coordination with L. Loomis, CAC and schools within the District, board update memos and signage coordination with MnDOT and municipalities (J. Dullum)	41.50	85.00	3,527.50
Doc. Editors: Proofread board updates memos	2.13	45.00	95.85

This invoice is for services rendered July 1 - August 29, 2021.

**BALANCE DUE**

**\$4,543.35**

We appreciated your prompt payment.



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**INVOICE**

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Ms Linda Loomis  
Lower Minnesota River Watershed District  
112 E. 5th Street, #102  
Minnesota  
Chaska, MN 55318

INVOICE 17-6418  
DATE 09/12/2021  
TERMS Net 45  
DUE DATE 10/27/2021

DESCRIPTION	QTY	RATE	AMOUNT
Lower Minnesota River Watershed District			
Travel to and from gully locations	610	0.56	341.60
SUBTOTAL - Lower Minnesota River Watershed District			341.60
Lower Minnesota River Watershed District			
Eng: Coordinating intern activities, troubleshooting, surveys and iPad, presentation review and review preliminary interns report (K. Thompson)	16:00	138.00	2,208.00
Interns: Gully surveys, reporting and board presentation (A. Crosby and R. Even)	506:00	45.00	22,770.00
PM: Invoicing (D. Young)	0:30	136.00	68.00
SUBTOTAL - Lower Minnesota River Watershed District			25,046.00

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This invoice is for services rendered July 1 to August 29, 2021.

**BALANCE DUE**

**\$25,387.60**

We appreciate your prompt payment!

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**INVOICE**

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Ms Linda Loomis  
Lower Minnesota River Watershed District  
112 E. 5th Street, #102  
Minnesota  
Chaska, MN 55318

INVOICE 17-6433  
DATE 09/12/2021  
TERMS Net 45  
DUE DATE 10/27/2021

DESCRIPTION	QTY	RATE	AMOUNT
PM: Invoicing, review and coordinate survey development, email to partners and topics segregation based on municipal research (D. Young)	15.50	136.00	2,108.00
WR Scientist 3: Complete municipal research, initial segregation of data to compliment the District goals. (R. Haug)	81.75	100.00	8,175.00

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This invoice is for services rendered between July 1 and August 29, 2021.

**BALANCE DUE**

**\$10,283.00**

We appreciate your prompt payment!

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Minnesota  
Chaska, MN 55318

INVOICE 17-6421  
DATE 09/12/2021  
TERMS Net 45  
DUE DATE 10/27/2021

DESCRIPTION	QTY	RATE	AMOUNT
PM: Invoicing and Releve Coordination. (D. Young)	1:00	136.00	136.00
Env. Sci: Completing releve surveys (K. Fisher)	13:00	75.00	975.00
Barr Engineering - 23101028.12-3: 2021 Seminary Fen Releve Survey, \$5,913.50 + 10% markup			6,504.85
Barr Engineering - 23101028.12-4: 2021 Seminary Fen Releve Survey, \$448.58 + 10% markup			493.44

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This invoice is for services rendering July 1 to August 29, 2021.

**BALANCE DUE**

**\$8,109.29**

We appreciate your prompt payment.



# INVOICE

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**4300 MarketPointe Drive, Suite 200**  
**Minneapolis, MN 55435**  
**Phone: 952-832-2600; Fax: 952-832-2601**  
**FEIN #: 41-0905995 Inc: 1966**

Della Schall Young  
 Young Environmental Consulting Group, LLC  
 Suite 4000  
 915 Main Street  
 Hopkins, MN 55343

August 3, 2021  
 Invoice No: 23101028.12 - 4

<b>Total this Invoice</b>	<b>\$448.58</b>
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### Regarding: Fen Releve Surveys 2021

This invoice is for professional services, which include the following:

- Addressing questions from DNR
- Coordinating GIS data from field work
- Includes expenses from field work for equipment use and personal mileage to site

Total Budget	Current Invoice	Previously Invoiced	Total Invoiced	Remaining Budget
\$21,100.00	\$448.58	\$8,369.00	\$8,817.58	\$12,282.42

### Professional Services from June 26, 2021 to July 30, 2021

Job: 100 Seminary Fen Assessments  
 Task: 102 Field Assessments

### Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist IV Tix, Daniel	.80	155.00	124.00	
Engineer / Scientist / Specialist I Anderson, Nicolas	.80	85.00	68.00	
Support Personnel II Pinter, Laura	.50	105.00	52.50	
	2.10		244.50	
<b>Subtotal Labor</b>				<b>244.50</b>

### Expense Charges

Travel				
6/22/2021 Anderson, Nicolas Mileage			19.54	
6/24/2021 Anderson, Nicolas Mileage			19.54	
<b>Subtotal Expenses</b>				<b>39.08</b>

### Unit Charges

Differential GPS System (Trimble)	1.5 days @ 110.00	165.00	
<b>Subtotal Units</b>			<b>165.00</b>

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

**Task Subtotal** **\$448.58**

**Job Subtotal** **\$448.58**

**Total this Invoice** **\$448.58**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>	<b>Received</b>	<b>A/R Balance</b>
<b>Invoiced to Date</b>	<b>448.58</b>	<b>8,369.00</b>	<b>8,817.58</b>	<b>1,334.00</b>	<b>7,483.58</b>

**Outstanding Invoices**

<b>Invoice</b>	<b>Date</b>	<b>Balance</b>
2	6/2/2021	1,121.50
3	6/30/2021	5,913.50
<b>Total</b>		<b>7,035.00</b>

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Dan Tix, your Barr project manager, at 952.832.2918 or email at [dtix@barr.com](mailto:dtix@barr.com).



# INVOICE

**Barr Engineering Co.**  
**4300 MarketPointe Drive, Suite 200**  
**Minneapolis, MN 55435**  
**Phone: 952-832-2600; Fax: 952-832-2601**  
**FEIN #: 41-0905995 Inc: 1966**

Della Schall Young  
 Young Environmental Consulting Group, LLC  
 Suite 4000  
 915 Main Street  
 Hopkins, MN 55343

September 7, 2021  
 Invoice No: 23101028.12 - 5

<b>Total this Invoice</b>	<b>\$4,729.32</b>
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### Regarding: Fen Releve Surveys 2021

This invoice is for professional services, which include the following:

- Completed field surveys
- Data processing and plant ID
- Communication with DNR

Total Budget	Current Invoice	Previously Invoiced	Total Invoiced	Remaining Budget
\$21,100.00	\$4,729.32	\$8,817.58	\$13,546.90	\$7,553.10

### Professional Services from July 31, 2021 to September 3, 2021

Job: 100 Seminary Fen Assessments

Task: 102 Field Assessments

### Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist IV Tix, Daniel	17.00	155.00	2,635.00	
Engineer / Scientist / Specialist I Anderson, Nicolas	21.20	85.00	1,802.00	
Support Personnel II Hutson, Jeremy	.80	115.00	92.00	
Nypan, Nyssa	.50	100.00	50.00	
	39.50		4,579.00	
<b>Subtotal Labor</b>				<b>4,579.00</b>

### Expense Charges

Travel				
8/20/2021 Anderson, Nicolas	Mileage		20.16	
8/23/2021 Anderson, Nicolas	Mileage		20.16	
<b>Subtotal Expenses</b>				<b>40.32</b>

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

**Unit Charges**

Differential GPS System (Trimble)	1.0 day @ 110.00	110.00	
<b>Subtotal Units</b>			<b>110.00</b>
	<b>Task Subtotal</b>		<b>\$4,729.32</b>
	<b>Job Subtotal</b>		<b>\$4,729.32</b>
	<b>Total this Invoice</b>		<b>\$4,729.32</b>

	<b>Current</b>	<b>Prior</b>	<b>Total</b>	<b>Received</b>	<b>A/R Balance</b>
<b>Invoiced to Date</b>	<b>4,729.32</b>	<b>8,817.58</b>	<b>13,546.90</b>	<b>2,455.50</b>	<b>11,091.40</b>

**Outstanding Invoices**

<b>Invoice</b>	<b>Date</b>	<b>Balance</b>
3	6/30/2021	5,913.50
4	8/3/2021	448.58
<b>Total</b>		<b>6,362.08</b>

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Dan Tix, your Barr project manager, at 952.832.2918 or email at [dtix@barr.com](mailto:dtix@barr.com).

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**INVOICE**

**BILL TO**  
Ms Linda Loomis  
Lower Minnesota River Watershed District  
112 E. 5th Street, #102  
Minnesota  
Chaska, MN 55318

INVOICE 17-6419  
DATE 09/12/2021  
TERMS Net 45  
DUE DATE 10/27/2021

DESCRIPTION	QTY	RATE	AMOUNT
PM: Invoicing (D. Young)	0:30	136.00	68.00
Eng: Review of the model from Carver provided by Bolton & Menk and develop modeling appreciate and development coordination with K. Fisher. (K. Thompson)	4:00	138.00	552.00
Env. Scientist: Review Carver Data, import and analyze GIS Data and develop HEC RAS model (K. Fisher)	26:45	75.00	2,006.25

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This invoice is for services rendered July 1 - August 29, 2021.

**BALANCE DUE**

**\$2,626.25**

We appreciate your prompt payment!