



**Young Environmental Consulting Group LLC**

P.O. Box 43933  
Minneapolis, MN 55443  
(651)249-6974

Lower Minnesota River Watershed District  
112 East 5th Street Suite 102  
Chaska, MN 55318  
Linda Loomis

Invoice number 180006  
Date 10/13/2023

Project **(M) 2023 Education and Outreach Program**

**Project Management**

Professional Fees

	Hours	Rate	Billed Amount
Jennifer N. Dullum Scientist 1	1.75	100.00	175.00
Susan A. Lindberg Comm Manager	1.50	85.00	127.50
Phase subtotal			302.50

**Objective 1. Citizen Advisory Committee (CAC)**

Professional Fees

	Hours	Rate	Billed Amount
Jennifer N. Dullum Scientist 1	12.50	100.00	1,250.00
Susan A. Lindberg Comm Manager	0.25	85.00	21.25

Reimbursables

	Units	Rate	Billed Amount
Miles	30.00	0.585	17.55
Phase subtotal			1,288.80

**Objective 2. Social Media**

Professional Fees

	Hours	Rate	Billed Amount
Jennifer N. Dullum Scientist 1	9.75	100.00	975.00
Susan A. Lindberg Comm Manager	1.00	85.00	85.00
Phase subtotal			1,060.00



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Project **(M) 2023 Education and Outreach Program**

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**Objective 3. District Signage**

Professional Fees

	Hours	Rate	Billed Amount
Jennifer N. Dullum Scientist 1	2.75	100.00	275.00
Susan A. Lindberg Comm Manager	0.50	85.00	<u>42.50</u>
Phase subtotal			317.50

**Objective 4. Schools Engagement**

Professional Fees

	Hours	Rate	Billed Amount
Jennifer N. Dullum Scientist 1	12.25	100.00	1,225.00

**Objective 5. Community Outreach and Engagement**

Professional Fees

	Hours	Rate	Billed Amount
Jennifer N. Dullum Scientist 1	7.00	100.00	700.00

Reimbursables

	Units	Rate	Billed Amount
Miles	24.00	0.585	<u>14.04</u>
Phase subtotal			714.04

Invoice total **4,907.84**

Approved by:

Della N. Young  
Founder/CEO

*Professional services through 09/30/2023*



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Invoice number 180007  
Date 10/13/2023

Project **Fen Stewardship Program**

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**Task 2-2: Complete the Fen Stewardship Plan**

Professional Fees

	Hours	Rate	Billed Amount
Lan H. Tornes Scientist 1	11.25	85.00	956.25
		Invoice total	<b>956.25</b>

Approved by:

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Founder/CEO

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Invoice number 180009  
Date 10/13/2023

Project **Dredge Management Site 2022**

**Task 4 - Consultant Mangament**

Professional Fees

	Hours	Rate	Billed Amount
Christopher Ross Analyst 2	2.50	125.00	312.50
Hannah R. LeClaire PM - Engineer	7.00	125.00	875.00
Phase subtotal			<u>1,187.50</u>

**Task 5 - Permitting**

Professional Fees

	Hours	Rate	Billed Amount
Hannah R. LeClaire PM - Engineer	9.75	125.00	1,218.75
Karina Weelborg Scientist 1	9.00	85.00	765.00
Phase subtotal			<u>1,983.75</u>

Invoice total **3,171.25**

Approved by:

Della N. Young  
Founder/CEO



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Project **Dredge Management Site 2022**

Invoice number 180009  
Date 10/13/2023

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*Professional services through 09/30/2023*



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Invoice number 180010  
Date 10/13/2023

Project **Spring Creek Site 3 Design Feasibility Study**

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**Task 1-4 Board Updates**

Professional Fees

	Hours	Rate	Billed Amount
Erica E. Bock Scientist 1	1.50	75.00	112.50
Hannah R. LeClaire PM - Engineer	8.75	125.00	1,093.75
Phase subtotal			1,206.25

**Task 2-1 Data Collection and Review**

Professional Fees

	Hours	Rate	Billed Amount
Christopher Ross Analyst 2	1.25	125.00	156.25
Hannah R. LeClaire PM - Engineer	2.50	125.00	312.50
Phase subtotal			468.75

Invoice total **1,675.00**

Approved by:

Della N. Young  
Founder/CEO



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Lower Minnesota River Watershed District  
Project **Spring Creek Site 3 Design Feasibility Study**

Invoice number 180010  
Date 10/13/2023

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Linda Loomis

Invoice number 180011  
Date 10/13/2023

Project **Area 3 Slope Restoration Project**

**Task 0 Project Management**

Professional Fees

	Hours	Rate	Billed Amount
Hannah R. LeClaire PM - Engineer	2.75	125.00	343.75

**Task 1.1 Project Coordination Meetings**

Professional Fees

	Hours	Rate	Billed Amount
Hannah R. LeClaire PM - Engineer	2.25	125.00	281.25

**Task 4 Permitting**

Professional Fees

	Hours	Rate	Billed Amount
Erica E. Bock Scientist 1	12.00	75.00	900.00
Hannah R. LeClaire PM - Engineer	8.75	125.00	1,093.75
Karina Weelborg Scientist 1	1.50	85.00	127.50

Phase subtotal 2,121.25

Invoice total **2,746.25**





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Project **Area 3 Slope Restoration Project**

Invoice number 180011  
Date 10/13/2023

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Approved by:

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Founder/CEO

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Linda Loomis

Invoice number 180012  
Date 10/13/2023

Project **Spring Creek Sites 1 & 2 Design & Construction Stabilization Project**

**Task 1-1 Project Management**

Professional Fees

	Hours	Rate	Billed Amount
Hannah R. LeClaire PM - Engineer	3.75	125.00	468.75

**Task 1-4 Board Updates**

Professional Fees

	Hours	Rate	Billed Amount
Erica E. Bock Scientist 1	0.50	75.00	37.50

**Task 3-3 Permitting**

Professional Fees

	Hours	Rate	Billed Amount
Erica E. Bock Scientist 1	1.25	75.00	93.75
Hannah R. LeClaire PM - Engineer	5.50	125.00	687.50

Phase subtotal 781.25

Invoice total **1,287.50**

Approved by:

Della N. Young  
Founder/CEO



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Lower Minnesota River Watershed District  
Project **Spring Creek Sites 1 & 2 Design & Construction Stabilization Project**

Invoice number 180012  
Date 10/13/2023

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*Professional services through 09/30/2023*



Young Environmental Consulting  
Group, LLC

# Memo

**To:** Linda Loomis, Administrator  
**From:** Della Schall Young, Principal  
**Date:** October 10, 2023  
**Re:** General Engineering Services

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Below is a summary of activities completed September 1 – 30, 2023, to provide services under the professional engineering services contract.

1. On-Call Services - 112.75 hours
  - a. Administrator and consultant meetings
  - b. Monthly Board Meeting
  - c. Water Resources Restoration Fund grant application and process
  - d. Burnsville Willow Creek payment review and evaluation
  - e. Finalized the 2024 Workplans
  - f. Metropolitan Airport Commission boundary change coordination
  - g. Conversion to the new website and troubleshooting issues
  - h. Environmental Protection Agency grant application review
3. Task 2: Fen Assessment – 15 hours
  - a. Recharge area investigation and development
4. Project Reviews – 112.50 hours (See Table 1)
6. Municipal Coordination – 67.75 hours
  - a. LMRWD internal audit and LGU Audit
  - b. Revised the audit process and documentation
  - c. Scheduled the audit kickoff meeting with LGUs
  - d. Began developing the municipal coordination meeting agendas
7. Project Inspections – 5.75
  - a. Engineered Hillside Project

# September 2023 LMRWD Individual Permit Project Review Summary

## **Biffs, Inc. | Permit No. 2022-011**

9/26/2023      Email      Permit expiration reminder sent to permittee

## **Building Renovation Park Jeep | Permit No. 2021-030**

9/11/2023      Email      Informed permittee that permit has expired and project will need a renewal to finish

9/11/2023      Email      Permittee requested permit renewal

9/21/2023      Email      Renewed permit sent to permittee

## **CenterPoint 2022 MBL Nicollet River Crossing | Permit No. 2022-002**

9/26/2023      Email      Permit expiration reminder sent to permittee

## **CenterPoint Oak St N | Permit No. 2022-021**

9/5/2023      Email      Permittee provided redlines for the project

## **Chaska West Creek Apartments | Permit No. 2022-005**

9/29/2023      Email      Permittee sent updated construction plans and SWPPP for project

9/29/2023      Email      Informed permittee that construction plan and SWPPP updates do not warrant a permit amendment

## **City of Bloomington Storm Sewer Maintenance | Permit No. 2023-015**

9/25/2023      Email      Water management plan submitted to the LMRWD for site F

9/25/2023      Email      Asked permittee how long construction is expected to take and made recommendation about ESC measures.

## **Core Crossing Apartments | Permit No. 2021-020**

9/8/2023      Email      Permittee sent updated stormwater management report

9/21/2023      Email      Permittee asked about the as-built review process

9/21/2023      Email      Informed permittee that the as-built review is completed and the permit will be closed

## **CSAH 61 Drainage Improvements | Permit No. 2021-002**

9/26/2023      Email      Permit expiration reminder sent to permittee

9/26/2023      Email      Permittee sent record drawings

9/29/2023      Email      Notified permittee that their permit will be closed

## **Dean Lake Wetland Fill (After-the-Fact) | Permit No. 2023-019**

9/5/2023      Email      LMRWD asked for a meeting with the City of Shakopee to discuss the project

### **Dean Lake Wetland Fill (After-the-Fact) | Permit No. 2023-019**

9/5/2023	Email	City of Shakopee provided availability
9/6/2023	Meeting	Meeting with the City of Shakopee to discuss the project
9/6/2023	Email	Incomplete email sent to applicant
9/8/2023	Email	City of Shakopee sent a memo documenting that the homeowner voluntarily removed fill from the wetlands
9/10/2023	Email	Applicant responded to incomplete permit items
9/12/2023	Email	Conditional approval notification sent to applicant

### **Engineered Hillside | Permit No. 2022-007**

9/14/2023	Meeting	Meeting on-site to discuss next steps and review vegetation stabilization
9/21/2023	Email	Renewed permit sent to permittee

### **Fort Snelling Redevelopment | Permit No. 2020-113**

9/14/2023	Email	Permittee asked about LMRWD close-out procedures
9/15/2023	Email	Provided close-out procedures and required information to permittee

### **Gedney Treatment Pond Decommissioning | Permit No. 2022-024**

9/26/2023	Email	Permit expiration reminder sent to permittee
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### **General Permit Questions | Permit No.**

9/19/2023	Email	Inquiry if a project in Shakopee would require a permit
9/20/2023	Email	Provided a response that the project does not require a permit from the LMRWD because Shakopee has their municipal permit
9/21/2023	Email	Xcel Energy inquired if they need a need a permit for a project in Shakopee
9/21/2023	Email	Provided a response that the project does not require a permit from the LMRWD because Shakopee has their municipal permit

### **I-35W Trail Realignment | Permit No. 2021-035**

9/26/2023	Email	Permit expiration reminder sent to permittee
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### **KTI Fencing | Permit No. 2023-014**

9/1/2023	Email	Applicant provided conditional approval items
9/1/2023	Email	City of Savage notified the LMRWD of their approval of the project
9/1/2023	Email	LRMWD issued project permit

### **Merriam Junction Trail | Permit No. 2023-013**

9/1/2023	Email	LMRWD informed applicant of incomplete permit items
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### **MN MASH | Permit No. 2021-033**

9/26/2023	Email	Permit expiration reminder sent to permittee
9/26/2023	Email	Permit renewal requested from permittee
9/28/2023	Email	Informed permittee their renewal request will be on the October LMRWD Board meeting

### **Normandale Blvd & 98 St. Intersection Project | Permit No. 2022-013**

9/26/2023	Email	Permit expiration reminder sent to permittee
9/27/2023	Email	Permittee said project is complete and will send record drawings once available

### **Omry Independent Living | Permit No. 2021-040**

9/21/2023	Email	Renewed permit sent to permittee
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### **Perimeter Gate Improvements | Permit No. 2021-058**

9/29/2023	Email	Notified permittee that their permit will be closed
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### **Peterson Wetland Bank | Permit No. 2022-037**

9/12/2023	Email	Conditional approval reminder sent to applicant
9/28/2023	Email	City of Eden Prairie sent comments on the projects monitoring and adaptive management plans

### **RSI Marine | Permit No. 2022-031**

9/18/2023	Email	Project team asked if an application has been submitted for the project
9/19/2023	Email	Informed project that a formal application is required for a project review
9/20/2023	Email	Application received
9/21/2023	Email	Acknowledgement email sent to applicant
9/22/2023	Email	Asked applicant about proposed construction schedule
9/22/2023	Email	Asked the City of Chanhassen for their most recent review/comments on the project
9/27/2023	Email	City of Chanhassen sent previous comments on the project
9/28/2023	Email	Incomplete email sent to applicant

### **Structures Inc. | Permit No. 2022-036**

9/12/2023	Email	Conditional approval reminder sent to applicant
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### **Tramore Heights Addition | Permit No. 2023-020**

9/8/2023	Email	Applicant sent updated HydroCAD model and stormwater management report
9/13/2023	Email	Applicant sent authorization of agent form and contractor information

## Tramore Heights Addition | Permit No. 2023-020

9/13/2023	Meeting	Meeting with applicant to discuss project submittal requirements and LMRWD Rule F
9/13/2023	Email	Sent a follow-up email to applicant summarizing discussion points
9/15/2023	Email	Applicant asked clarifying questions about LMRWD Rule F and submittal items
9/15/2023	Email	LMRWD provided answers applicant to clarifying submittal items.
9/19/2023	Email	Applicant resubmitted materials for review
9/20/2023	Email	Acknowledgement email of documents received sent to applicant
9/27/2023	Email	Incomplete email sent to applicant
9/28/2023	Email	Incomplete email comments sent to the City of Savage
9/28/2023	Phone call	Phone call to discuss the incomplete email that was sent

## Triple Crown Residences Phase II | Permit No. 2021-045

9/21/2023	Email	Renewed permit sent to permittee
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## Xcel Driveway | Permit No. 2022-015

9/6/2023	Email	LMRWD asked applicant for updated SWMP and plan changes made in response to City of Shakopee comments
9/11/2023	Email	Applicant sent approved drawings and updated SWMP
9/12/2023	Email	Applicant sent NPDES Permit
9/12/2023	Email	Informed applicant that construction plan and SWMP updates do not warrant a permit amendment
9/15/2023	Email	Received Prior Lake Outlet Channel review of the Xcel Driveway project
9/20/2023	Email	Applicant provided contact information for the person responsible for erosion and sediment control
9/21/2023	Email	LMRWD Permit issued to applicant





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 Linda Loomis

Invoice number 180013  
 Date 10/13/2023

Project **(M) 2023 General Engineering Services**

**Task 1: On Call**

Professional Fees

	Hours	Rate	Billed Amount
Amanda Campbell			
Project Admin/Support 2	5.00	105.00	525.00
Administration	1.00	105.00	105.00
Subtotal	6.00		630.00
Christopher Ross			
Analyst 2	2.00	125.00	250.00
Della N. Young			
Principal	26.25	142.00	3,727.50
Erica E. Bock			
Scientist 1	33.50	75.00	2,512.50
Hannah R. LeClaire			
PM - Engineer	25.50	125.00	3,187.50
Jennifer N. Dullum			
Scientist 1	0.25	100.00	25.00
Meghan Litsey			
Planner	1.00	125.00	125.00
Susan A. Lindberg			
Comm Manager	18.25	85.00	1,551.25
Phase subtotal			12,008.75

**Task 2: Fen Assessment**

Professional Fees

	Hours	Rate	Billed Amount
Jim Berg			
Scientist 2	15.00	130.00	1,950.00



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**Task 3: Project Reviews**

Professional Fees

	Hours	Rate	Billed Amount
Christopher Ross Analyst 2	1.50	125.00	187.50
Erica E. Bock Scientist 1	46.75	75.00	3,506.25
Hannah R. LeClaire PM - Engineer	36.50	125.00	4,562.50
Karina Weelborg Scientist 1	27.75	85.00	2,358.75
Phase subtotal			<u>10,615.00</u>

**Task 6: Municipal Coordination**

Professional Fees

	Hours	Rate	Billed Amount
Amanda Campbell Project Admin/Support 2 Administration	10.00	105.00	1,050.00
	<u>4.00</u>	105.00	<u>420.00</u>
Subtotal	14.00		1,470.00
Christopher Ross Analyst 2	0.50	125.00	62.50
Erica E. Bock Scientist 1	0.25	75.00	18.75
Hannah R. LeClaire PM - Engineer	28.00	125.00	3,500.00
Karina Weelborg Scientist 1	25.00	85.00	2,125.00
Phase subtotal			<u>7,176.25</u>

**Task 7: Project Inspections**

Professional Fees

	Hours	Rate	Billed Amount
Erica E. Bock Scientist 1	2.50	75.00	187.50
Hannah R. LeClaire PM - Engineer	0.25	125.00	31.25
Karina Weelborg Scientist 1	3.00	85.00	255.00
Phase subtotal			<u>473.75</u>

Invoice total **32,223.75**



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Della N. Young  
Founder/CEO

*Professional services through 09/30/2023*