

## BOARD OF DIRECTORS MEETING AGENDA

August 22, 2018

Vadnais Heights City Hall, Council Chambers; 800 County Road E, East, Vadnais Heights; Action items: 

### **6:30 PM: Presentation of Lambert Creek Engineering Report.**

*Please note the presentation is starting early*

- I. **7:00 PM: Call to Order**, Chair, Dan Jones
- II. **Approval of Agenda**
- III. **Approval of Minutes** from June 27, 2018
- IV. **Visitors and Presentations**
  - A. **Continuation of Lambert Creek (Co. Ditch 14) Engineering Report if needed – Houston Eng.**
    - 1. Acceptance of VLAWMO Co. Ditch 14 Repair Report and Technical memo 
    - 2. Consider public hearing on Reestablishment of Co. Ditch 14 
    - 3. Discussion of repair recommendations
- V. **Operations and Administration - Reports**
  - A. TEC Report and Financial – August – Paul Duxbury/Stephanie
  - B. Calendar upcoming events
    - 1. BOD & TEC: Whitaker Wetlands Open house (8/30)– Brian
    - 2. Volunteer: Master Water Stewards(8/28), WBT Celebration (9/8), Connect the Drops (9/29)
    - 3. Public Works: Turf maintenance best practices for water quality (9/25)
- VI. **Business**
  - A. Goose Lake
    - 1. Stakeholder meeting 7/16 summary –Nick
    - 2. Alum treatment for East Goose Lake – Stephanie 
    - 3. Goose Lake subwatershed modeling and BMP – Proposal from Barr 
  - B. Storm Sewer Utility Rates Res. 05-2018 – Payable 2019 
  - C. Lino Lakes Local Water Plan consideration Res. 06-2018 – Stephanie 
  - D. White Bear Township Local Water Plan consideration 07-2018 – Stephanie 
  - E. Cost Share Program – Landscape Level 2 Grant Application – Tyler 
- VII. **Discussion**
- VIII. **Administration Communication**
- XI. **Adjourn**

Next regular meeting: October 24<sup>nd</sup>



MINUTES OF THE BOARD OF DIRECTORS  
 June 27, 2018

Attendance		Present	Absent
Dan Jones, Chair	City of White Bear Lake	X	
Jim Lindner, Vice Chair	City of Gem Lake	X	
Rob Rafferty, Secretary-Treasurer	City of Lino Lakes		X
Ed Prudhon	White Bear Township	X	
Marty Long	City of North Oaks	X	
Terry Nyblom	City of Vadnais Heights	X	
Stephanie McNamara	Administrator	X	
Brian Corcoran	Water Resources Mgr.	X	
Nick Voss	Education & Outreach Cord.	X	
Tyler Thompson	GIS Watershed Tech.	X	

Others in attendance: Mark Graham (City of Vadnais Heights Engineer & TEC Chair); Paul Duxbury (White Bear Township TEC representative)

**I. Call to Order**

The meeting was called to order at 7:00 pm by Chair Jones. A quorum is present for the meeting.

**II. Approval of Agenda**

**Discussion:**

Approval of agenda as presented.

A motion was made by Nyblom and seconded by Lindner to approve the meeting agenda. Vote: all aye. Motion passed.

**III. Approval of Minutes from April 25, 2018**

A motion was made by Lindner and seconded by Long to approve the minutes from the April 25, 2018 Board of Directors Meeting. Vote: all aye. Motion passed.

**IV. Visitors and Presentations**

None

**V. Operations & Administration**

**A. TEC Report and Financial – June**

The VLAWMO Technical Commission Report to the Board was presented by TEC Chair Graham and the June financial report was discussed by McNamara.

**B. 2018 Workshop Review**

Voss outlined an overview of the Cost Share Program/Education & Outreach workshops that provided technical information and assistance to implement and maintain citizen stormwater and native planting best management practices (BMPs). The year 3 workshops were held: Raingarden Maintenance, Native Plantings, and Rain Garden workshops. Voss discussed the results of the surveys that are filled out at the end of the workshops, and how they may guide future workshops.

**C. Project Updates**

**1. Lambert Creek & Whitaker Wetlands**

H & H modeling of Ditch 14 is nearly completed and the draft Engineer's Report will be received by July 15<sup>th</sup> that will identify problem areas and projects that will address these issues. The ICWC crew had a successful cleaning and clearing of about 1.5 miles of the Creek in May. Staff and residents have noticed improved flows. The final version of the RCD 14 Records Reestablishment Memorandum has been received.

Whitaker Wetlands are nearly complete, but the wetlands and staff are ready to begin storm sampling when a suitable storm looks to be coming. The Whitaker Treatment Wetlands Open House is set for Thursday, August 30<sup>th</sup> at 6:30-7:30 pm at Columbia Park. Parking is available in the parking lot on the south side of Highway 96.

**Discussion:** Long asked about the budget of the project and if we have any bills left. Corcoran responded there are 2 bills left from contractor. Bills will still be coming in for the U of M work, monitoring and reports over the next two years.

## **2. Birch Lake 4<sup>th</sup> & Otter Project**

To begin engineering on the project, a preliminary wetland delineation and site survey need to be completed to create plans that can be bid on for construction. The wetland delineation has been completed and the WCA process has begun. The survey has been conducted by the City of White Bear Lake crew and will begin soon. This data has been relayed to Barr and staff is awaiting communication.

**Discussion:** Long asked about the benefit of VLAWMO transferring the property to the City, rather than them taking it in the first place. Jones clarified the advantage is to VLAWMO having control over the easement before passing it onto the City.

## **3. Watershed Funding: Goose Lake Subwatershed Project**

After several discussions with VLAWMO's BWSR reps, as well as a site tour with them, it has been determined that the best way to use the Watershed Funding grants, due to criteria and requirements, is to bundle all of the Goose Lake Subwatershed projects under the umbrella of a subwatershed modeling and feasibility study. The previously-identified projects can be designed to 60% with the grant funds, and can select feasible projects to move forward with.

- a) Modeling & Feasibility
- b) Feasibility: Polar Channel, Oak Knoll Pond
- c) Implementation – TBD

## **4. Goose Lake**

- a) Stakeholder meeting

A stakeholder meeting to discuss potential projects for VLAWMO staff to pursue, dependent upon the agreeance of the partners involved. July 16 from 4-6 pm.

- b) Grant application for Alum treatment of Goose Lake

Dependent on the outcome of the Goose stakeholder meeting in July, alum treatment is one of the project options for reducing nutrients in Goose Lake. Staff would like the prior authorization to begin writing the grant application process should this be an agreed upon project to pursue as guided by the stakeholders and partners. **Staff is requesting authorization to begin the grant application process to fund alum treatment of Goose Lake.**

A motion was made by Long and seconded by Jones to authorize staff to prepare a grant application for alum treatment of Goose Lake. Vote: all aye. Motion passed.

**VI. Business**

**A. 2019 Budget – Re. 01-2018**

**Staff is recommending approval of the 2019 VLAWMO Budget, resolution 01-2018**

**Discussion:** Nyblom asked Corcoran about the overall condition of Ditch 14 since the modeling has been started. Corcoran replied that there are a few spots that could need work, but the overall condition of the Ditch performs well. Nyblom also asked if staff thought it would be worth another ICWC cleaning of Ditch 14. Corcoran responded the Ditch is in a good condition now and can stand to wait a few years between debris cleanings.

A motion was made by Long and seconded by Nyblom to table the 2019 VLAWMO Budget for approval at a special meeting for July 25<sup>th</sup>. Vote: 2 aye, 3 nay. Motion does not pass.

A motion was made by Long and seconded by Prudhon to increase Lambert Creek line item 3.420 budget to from \$30,000 to \$45,000 for 2019 and to cancel previously proposed July 25<sup>th</sup> special meeting and to approve resolution 01-2018 (appendix A) as amended for the total amount of \$832,650.00. Vote: 4 aye, 1 nay. Motion passed.

**B. Gem Lake Local Water Management Plan – Res. 02-2018**

The LG LWMP is consistent with the VLAWMO Water Management Plan approve them. The Implementation plan portion of the LWMP has been enhanced and includes the required information.

**Staff is recommending approval of the Gem Lake Local Water Management Plan, resolution 02-2018.**

A motion was made by Lindner and seconded by Long to approve the Gem Lake Local Water Management Plan, resolution 02-2018 (appendix B). Vote: all aye. Motion passed.

**C. Vadnais Heights Surface Water Management Plan – Res. 03-2018**

A request has come from the City Engineer asking VLAWMO Board to consider approval of the Vadnais Heights Surface Water Management Plan after minor revisions to the Appendix addressing design standards. The current VH SWMP was considered approved after it was removed from the April VLAWMO Board agenda. The 60-day approval window expired within the following week.

**Staff is recommending approval of the VH Surface Water Management Plan, resolution 03-2018.**

A motion was made by Nyblom and seconded by Long to approve the Vadnais Heights Surface Water Management Plan, resolution 03-2018 (appendix C). Vote: all aye. Motion passed.

**D. Purchase agreement for 4<sup>th</sup> & Otter parcel – Res. 04-2018**

Staff at The City of WBL have verbally confirmed their willingness to ultimately be the property owners of the parcel, however, VLAWMO legal counsel suggest the smoothest means to make the transaction is for VLAWMO to first acquire the property, put an easement on the parcel under VLAWMO's conditions, and transfer ownership to the City for the cost of \$1.

**Staff is recommending for Board approval to proceed with the purchase agreement and legal work for the 4<sup>th</sup> & Otter parcel, Ramsey County 153022420114.**

**Discussion:** The Board discussed it is beneficial the City will ultimately own this parcel, but not all of the legal fees should be a burden upon VLAWMO if the watershed is essentially bearing the entire workload and legal fees just to give it to the City of White Bear Lake. Jones stated he would like to have confirmation and agreeance from City staff to move ahead with this. VLAWMO staff acknowledged this.

A motion was made by Long and seconded by Prudhon to proceed with resolution 04-2018 (appendix D) the purchase agreement for Parcel 153022420114 with the stipulation that VLAWMO will not exceed more than \$1,000 in legal fees for the purchase and sale of this property to the City of White Bear Lake, and this sale will occur on or before July 1, 2019. Vote: all aye. Motion passed.

**E. Monthly Board meeting direction**

With Board meetings running longer, the discussion and option has been raised to consider moving VLAWMO Board of Directors meetings from every 2 months to once a month in order to efficiently consider and pass business.

**Discussion:** Linder stated it could benefit to plan for monthly meetings, but if they are not needed then they can be cancelled. There was discussion of having the normal meetings every 2 months, and having a light meeting every month if necessary. The Board had questions about what powers are delegated to the TEC. McNamara stated the Board is responsible for delegating responsibilities to the TEC, and changes are subject to the Board’s approval. Jones proposed being ready to schedule a Board meeting monthly depending upon business needing to be approved, as “placeholder meetings”. It was agreed upon by the Board to continue with “business as usual” Board meeting schedule of every 2 months, with the understanding that a special meeting every now and then may be necessary.

No motion for formal action taken. Vote: none.

**VII. Discussion**

**A. VLAWMO direction**

Jones made a presentation and brought the discussion to the Board that VLAWMO still has the need to exist as an entity or if there are different options such as existing as is, merging with another Watershed, or having an engineer on retainer, or moving to be as big as one of the larger watersheds. Jones proposed several options for VLAWMO: stay the course, attempt to disband and dissolve VLAWMO and the JPA to merge with another larger neighbor watershed district, or move to a larger budget and restructure staff and capabilities around this.

**Discussion:**

Lindner asked what more does the Board wish to accomplish, as VLAWMO has accomplished and continues to accomplish goals as previously set forth and there are currently no issues or discrepancies in what the Watershed is accomplishing. Jones stated he wants to go bigger and be capable of more. Long echoed Lindner in that the Watershed and staff are performing well at completing projects and tasks, and that having elected officials comprise a watershed board is important for accountability, and for the Joint Powers control of the local watershed of VLAWMO, rather than a watershed district board. Board decided for the direction to not seek merging with another watershed, but will research and consider moving to a larger budget to have an engineer on retainer and/or the expansion of staff, temporary or permanent, for the ability to accomplish more business and in a more streamlined and efficient manner.

**B. Lambert Creek Maintenance**

Nyblom asked if filtration or another BMP at the mouth of Lambert Creek just before it enters East Vadnais Lake had been explored. Staff mentioned that it had been done before and also mentioned the weirs and other projects upstream that add water quality treatment before entering the Lake. Nyblom asked that staff stay on the alert for new projects that could be done to improve water quality on the Creek before exiting to East Vadnais Lake.

**VIII. Administration Communication**

**XI. Adjourn**

A motion was made by Long and seconded by Jones to adjourn at 8:58 pm. Vote: all aye. Motion passed.

Minutes compiled and submitted by Tyler Thompson.

To: Board of Directors

From: Stephanie McNamara, Administrator

Date: August 15, 2018

Re: **IV. A. Lambert Creek (Co. Ditch 14) Engineering Report**

During our pre-meeting Water Matters session, Houston Engineering will be presenting both the historical review and the As Constructed and Subsequently Improved Condition (ACSIC) for reestablishing the records of the ditch and recommendations for maintenance at 6:30 PM.

**1.) Acceptance of VLAWMO Co. Ditch 14 Repair Report and Technical Memo (ACTION)**

As one of the final deliverables of the Co. Ditch 14/Lambert Creek Study, Houston Engineering has produced a final draft of a Technical Memo Repair Report on the system. This memo outlines potential problem areas identified by H&H modeling and ground truthing, as well as repair options and the associated cost estimates. **Please visit this URL to view the Report on VLAWMO's website, as the file size is so large:**

[http://www.vlawmo.org/files/5415/3382/4778/Final\\_CD14\\_Repair\\_Report\\_2018-07-30.pdf](http://www.vlawmo.org/files/5415/3382/4778/Final_CD14_Repair_Report_2018-07-30.pdf)

**Recommendation: Staff is seeking review and acceptance of the Co. 14 Technical Memo**

**2.) Consider Public Hearing on Reestablishment of Co. Ditch 14 (ACTION)**

Along with a Technical Memo, the Lambert Creek Study also produced a Records Reestablishment Memorandum to identify the current ditch centerlines and compare them with original centerlines established in 1916. This memo also provides the findings to hold a public hearing and legally reestablish Ditch 14 and its branch ditches as of the most recent improvements and repair projects. Reestablishment would also bolster legal standing if repair recommendations outline in the Technical Memo are pursued. **Please see the titled document in the ePacket. Paper copies are available as well.**

**Recommendation: VLAWMO shall hold a Public Hearing for the legal reestablishment of Co. Ditch 14 and its branch ditches as identified in the Technical memorandum.**

**3.) Discussion of Repair Recommendation**

One of the main deliverables of the Ditch 14 study and engineers report is a Repair Report outlining problem areas on the Ditch and possible solution options for those areas. By means of hydraulic & hydrologic (H&H) modeling using collected survey data and other data. The modeling results can be seen visually through GIS mapping layers that illustrate 2, 10, and 100-year storm flood levels in the Lambert Creek Subwatershed, conclusively identifying the areas that are most susceptible to flooding. With this came areas that staff was already aware of, as well as areas that it was not.

The Repair Report identified 2 areas with the most flooding potential, both in the Lambert Lake area. The first being the Pennington Place neighborhood, which has been the subject of Board discussion. Neighbors have brought backyard flooding issues, sometimes being inundated and being soggy for weeks at a time. A 2017 wetland delineation found that the area of backyards is, indeed, a type 1 seasonally-flooded wetland. All low floor basement elevations of the effected properties were surveyed as part of this study. The lowest entry being 1.05 feet above the 100-year storm flooding level.

The other structure with the potential for flooding is a garage on the north end of Lambert Lake, on the south side of County Road F. Part of the 10-year storm, and all of the 100-year storm GIS layer covers the back yard garage, however, no flooding complaints have been received. The garage may have been illegally constructed in the wetland.

Houston Engineering explored 2 repair options: 1.) ditch cleaning (dredging) and 2.) ditch cleaning and upsizing Edgerton St & the Eastern Koehler Rd culverts. Option 1 would dredge 4,300 LF of Lambert Creek from just upstream of Pennington through most of the Koehler creek bend area. In some areas this may remove 1 – 2 feet of sediment. This work would decrease the depth, duration and extent of the nuisance flooding in the Pennington area, and has an estimated cost of \$105,000. Option 2 increases downstream flow by enlarging two culverts, and marginally decreases peak flood elevation. This option does not remove the garage from the 100-year floodplain, and provides almost no added relief from nuisance flooding on Pennington. The cost of Option 2 (dredging and culvert replacement) is \$352,000.

Houston Engineering recommends budgeting money for option 1 to commence in the near future, though it is not deemed “immediately urgent”, to restore the ditch to its as-constructed condition, as well as begin searching for an experience operator/contractor to perform the difficult work.

**Staff is requesting that the Board consider the options of the Report, and develop direction future work as well as Water Plan amendments.**

TEC Report to the Board  
August 2018

Programs & Projects	Effort Level	Completion Date	Comments
	LOW		
	MED		
	HIGH		
<b>Projects</b>			
Oak Knoll Pond		2018	Letters sent to homeowners around pond, 13 received, all "yes". Engineer will help find research grants for project, as well as draw up a project scope.
Sucker Lake Channel		Summer 2018	The planting is complete. Heavy summer rains caused some gullyng so a section of the path is being regraded. Once complete the signs go in.
Lambert Creek - Ditch Survey, debris removal		2018	Ditch records reestablishment memo has been received, as well as the final Engineer's Repair Report. HEI engineer(s) will present at the August BOD mtg
Birch Lake		2017-18	Survey data sent to Barr to begin engineering on project. Meetings on O & M and parcel acquisition are planned.
Goose Lk subshed project		2018-19	Submission of the WBF to BWSR complete. Work Plan due in Aug. Proposal received from Barr for engineering. Will be submitting grant app for alum.
Whitaker Wetlands		2018	sampling has started
<b>Programs</b>			
Outreach		ongoing	Landscape Revival in Shoreview (6/2), Raingarden maintenance workshop (6/13), Vadnais Heights Ice Cream Social (6/19), MarketFest (July 26th) and WB Tnshp Days in Sept. Entries submitted to North Oaks News, Gem Lake News, and White Bear Press.
Education		ongoing	3 macroinvertebrates field days with students completed. Custom raingarden guides created for each school with a raingarden in VLAWMO.
Website		ongoing	Updated adopt-a-drain and stormdrain stenciling resources ('Get Involved'). Cost-share resources added ('Landscape 1 grants') for new cost-share recipients to learn about and practice raingarden maintenance. New neighborhood spotlight stories posted throughout Summer/Fall.
WAV		ongoing	WAV is promoting the Master Water Stewards program with flyers, online outreach, and in-person info-sessions.
Cost Share		ongoing	Just under \$10K is left in the LL1/rain barrel budget. Several grants have been closed out.
GIS		ongoing	Monitoring, cost share program, metro-wide stormwater committee
Monitoring		ongoing	2018 monitoring in full swing
WCA		ongoing	August continuing education courses

TEC Report to the Board  
August 2018

Admin & Operation			
SLMPs		2018	Deep bathymetry survey complete, vegetation survey will begin later this summer. Deep Lake 2018 SLMP has begun.
Budget		June 2018	The approved 2019 budget will be used to develop the 2019 SSU rates for BOD approval in August.
Administration		Sept. 2018	The posting for the open staff position will be in August. The new VLAWMO job structure and market checked salary structure is being applied to VLAWMO staff.
WCA		ongoing	Requests for service moderate
Water Plan		ongoing	Two more Local Water Plans from Lino Lakes and WB Township are recommended for approval.

FINANCIAL SUMMARY as of 4/1/2018			CD's	4M Term Series	
				Maturity	Rate
4M Account (1.10)	4M Plus (1.23)	Total	Term series	NA	
\$267,971	\$302,204	\$570,175			

Budget Summary	Actual Expense YTD	2018 Budget amended	Remaining in Budget	% YTD
Operations	\$308,921	\$558,090	\$249,169	55%
CIP	\$222,002	\$529,850	\$307,848	42%
Total	\$530,923	\$1,087,940	\$557,017	49%

8/1/2018		Actual 8/1/18	Actual to Date	2018 Budget	2017 carry over/Grants	Remaining in Budget	2018 available	Act vs. Budget
<b>BUDGET #</b>	<b>INCOME</b>							
<b>5.11</b>	Storm Water Utility	\$0	\$423,544	\$745,400	\$0	\$321,856	\$745,400	57%
<b>5.12</b>	Service Fees	\$0	\$310	\$500	\$0	\$190	\$500	62%
<b>5.13</b>	Interest	\$816	\$3,015	\$500	\$0	(\$2,515)	\$500	603%
<b>5.14</b>	Misc. income - WCA	\$60	\$2,529	\$5,000	\$0	\$2,471	\$5,000	51%
<b>5.15</b>	Other Income Grants	\$0	\$119,197	\$20,000	\$0	(\$99,197)	\$0	
<b>5.16</b>	Transfer from reserv	\$0	\$0	\$0	\$316,540	\$0	\$316,540	
	<b>TOTAL</b>	<b>\$876</b>	<b>\$548,595</b>	<b>\$771,400</b>	<b>\$316,540</b>	<b>\$222,805</b>	<b>\$1,067,940</b>	<b>71%</b>

<b>EXPENSES</b>								
<b>3.1</b>	<b>Operations &amp; Administration</b>							
<b>3.110</b>	Office - rent, copies,	\$2,033	\$13,512	\$23,700	\$0	\$10,188	\$23,700	57%
<b>3.120</b>	Information Systems	\$942	\$11,893	\$21,500	\$2,500	\$12,107	\$24,000	50%
<b>3.130</b>	Insurance	\$3,102	\$5,251	\$5,200	\$500	\$449	\$5,700	92%
<b>3.141</b>	Consulting - Audit	\$0	\$6,265	\$6,400	\$0	\$135	\$6,400	98%
<b>3.142</b>	Consulting - Bookkee	\$0	\$0	\$2,000	\$0	\$2,000	\$2,000	0%
<b>3.143</b>	Consulting - Legal	\$0	\$259	\$3,000	\$3,890	\$6,631	\$6,890	4%
<b>3.150</b>	Storm Sewer Utility	\$0	\$6,194	\$13,500	\$3,000	\$10,306	\$16,500	38%
<b>3.160</b>	Training (staff/board	\$0	\$1,130	\$4,000	\$500	\$3,370	\$4,500	25%
<b>3.170</b>	Misc. & mileage	\$489	\$2,203	\$5,200	\$4,000	\$6,997	\$9,200	24%
<b>3.191</b>	Administration - staff	\$18,701	\$196,599	\$314,000	\$4,000	\$121,401	\$318,000	62%
<b>3.192</b>	Employer Liability	\$7,597	\$51,312	\$83,000	\$0	\$31,688	\$83,000	62%
<b>3.2</b>	<b>Monitoring and Studies</b>							
<b>3.210</b>	Lake and Creek lab a	\$3,438	\$6,060	\$22,500	\$0	\$16,440	\$22,500	27%
<b>3.220</b>	Equipment	\$0	\$694	\$2,500	\$3,500	\$5,306	\$6,000	12%
<b>3.3</b>	<b>Education and Outreach</b>							
<b>3.310</b>	Public Education	\$7	\$2,808	\$7,000	\$200	\$4,392	\$7,200	39%
<b>3.320</b>	Marketing	\$0	\$1,648	\$7,000	\$500	\$5,852	\$7,500	22%
<b>3.330</b>	Community Blue Ed	\$3,800	\$3,800	\$10,000	\$5,000	\$11,200	\$15,000	25%
<i>Total Core functions: Ops, Monitor</i>		<i>\$40,109</i>	<i>\$309,628</i>	<i>\$530,500</i>	<i>\$27,590</i>	<i>\$248,462</i>	<i>\$558,090</i>	<i>55%</i>

<b>Capital Improvement Projects and Programs</b>								
<b>3.4</b>	<b>Subwatershed Activity</b>							
<b>3.410</b>	Gem Lake	\$0	\$0	\$0	\$0	\$0	\$0	
<b>3.420</b>	Lambert Creek	\$23,148	\$188,532	\$57,000	\$106,290	(\$25,242)	\$163,290	115%
<b>3.425</b>	Goose Lake	\$0	\$2,301	\$60,000	\$57,365	\$115,064	\$117,365	2%
<b>3.430</b>	Birch Lake	\$0	\$1,629	\$22,200	\$4,700	\$25,271	\$26,900	6%
<b>3.440</b>	Gilf Black Tam Wilk A	\$0	\$5,892	\$30,000	\$5,185	\$29,293	\$35,185	17%
<b>3.450</b>	Pleasant Charley De	\$0	\$1,998	\$5,700	\$3,700	\$7,402	\$9,400	21%
<b>3.460</b>	Sucker Vadnais	\$0	\$100	\$0	\$65,000	\$64,900	\$65,000	0%
<b>3.48</b>	<b>Programs</b>							
<b>3.481</b>	Landscape 1	\$8,500	\$9,362	\$24,000	\$4,500	\$19,138	\$28,500	33%
<b>3.482</b>	Landscape 2	\$0	\$0	\$30,000	\$0	\$30,000	\$30,000	0%
<b>3.483</b>	Project Research & f	\$0	\$7,197	\$5,000	\$16,500	\$14,303	\$21,500	33%
<b>3.470</b>	Facilities Maintenanc	\$0	\$3,538	\$5,000	\$25,710	\$27,173	\$30,710	12%
<b>3.5</b>	<b>Regulatory</b>							
<b>3.510</b>	Engineer Plan review		\$1,586	\$2,000	\$0	\$414	\$2,000	79%
<i>Total CIP &amp; Program</i>		<i>\$31,648</i>	<i>\$222,135</i>	<i>\$240,900</i>	<i>\$288,950</i>	<i>\$307,715</i>	<i>\$529,850</i>	<i>42%</i>
<b>Total of Core Operat</b>		<b>\$71,757</b>	<b>\$531,763</b>	<b>\$771,400</b>	<b>\$316,540</b>	<b>\$556,177</b>	<b>\$1,087,940</b>	<b>49%</b>

<b>Fund Balance</b>	7/1/2018	8/1/2018
4M Account	\$32,093	\$267,971
4M Plus Savings	\$201,831	\$302,204
<b>Total</b>	<b>\$233,924</b>	<b>\$570,175</b>

<b>Restricted funds</b>	8/1/2018
Mitigation Savings	\$29,653
Term Series (NA)	

**Vadnais Lake Area Water Management Organization**  
**Profit & Loss Detail**  
 July 14 through August 10, 2018

11:17 AM  
 08/03/2018  
 Accrual Basis

	Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
<b>Mitigation Interest</b>									
	Deposit	07/31/2018			Deposit		Mitigation & Monitoring - 8355	1.51	1.51
Total Mitigation Interest								1.51	1.51
<b>5.1 - Income</b>									
<b>5.13 - Interest</b>									
	Deposit	08/03/2018			Deposit		4M Account	441.85	441.85
	Deposit	08/03/2018			Deposit		4M Plus Savings	373.27	815.12
Total 5.13 - Interest								815.12	815.12
<b>5.14 - WCA sub-grant &amp; Misc.</b>									
	General Journal	08/03/2018	JE# 1031		Funds Transfer		4M Account	59.50	59.50
	General Journal	08/03/2018	JE# 1032		Funds Transfer		Checking - 1987	59.50	119.00
Total 5.14 - WCA sub-grant & Misc.								119.00	119.00
Total 5.1 - Income								934.12	934.12
Total Income								935.63	935.63
Gross Profit								935.63	935.63
<b>Expense</b>									
<b>3.1 - Administrative/Operations</b>									
<b>3.110 - Office</b>									
<b>Copies</b>									
	Check	08/10/2018	4564	City of Vadnais Heights	b&w 1.47; color 28.77		Checking - 1987	30.24	30.24
Total Copies								30.24	30.24
<b>Phone/Internet/Machine Overhead</b>									
	Check	08/10/2018	4564	City of Vadnais Heights	August rent		Checking - 1987	200.00	200.00
	Check	08/10/2018	4564	City of Vadnais Heights	machine overhead		Checking - 1987	70.00	270.00
Total Phone/Internet/Machine Overhead								270.00	270.00
<b>Postage</b>									
	Check	08/10/2018	4564	City of Vadnais Heights	August rent		Checking - 1987	8.93	8.93
Total Postage								8.93	8.93
<b>Rent</b>									
	Check	08/10/2018	4564	City of Vadnais Heights	August rent		Checking - 1987	1,510.00	1,510.00
Total Rent								1,510.00	1,510.00
<b>Supplies</b>									
	Check	08/10/2018	4566	Innovative Office Solutions	Order ID: SO-2169305		Checking - 1987	214.17	214.17
Total Supplies								214.17	214.17
Total 3.110 - Office								2,033.34	2,033.34
<b>3.120 - Information Systems</b>									
<b>IT Support</b>									
	Check	08/10/2018	4557	City Of Roseville	Inv 0224773 - July IT		Checking - 1987	942.00	942.00
Total IT Support								942.00	942.00
Total 3.120 - Information Systems								942.00	942.00
<b>3.130 - Insurance</b>									
	Check	08/10/2018	4556	Bullis Insurance Agency LLC	Invoice# 148970 renew policy		Checking - 1987	3,102.00	3,102.00
Total 3.130 - Insurance								3,102.00	3,102.00
<b>3.170 - Misc. &amp; mileage</b>									
	Check	08/10/2018	4547	Nicholas Voss	Mileage & Parking		Checking - 1987	20.48	20.48

	Check	08/10/2018	4548	Stephanie McNamara	July reimbursement	Checking - 1987	38.31	58.79
	Check	08/10/2018	4550	Tyler J Thompson	mileage	Checking - 1987	43.98	102.77
	Check	08/10/2018	4551	Brian Corcoran	Mileage- july	Checking - 1987	136.25	239.02
	Check	08/10/2018	4567	Ramsey County League of Local Governments	membership 2018	Checking - 1987	250.00	489.02
Total 3.170 · Misc. & mileage							489.02	489.02
<b>3.191 · Employee Payroll</b>								
<b>3.1911 · Administrator</b>								
	Check	08/10/2018	4563	City of White Bear Lake	July Payroll	Checking - 1987	7,302.40	7,302.40
Total 3.1911 · Administrator							7,302.40	7,302.40
<b>3.1913 · Water Resources Technician</b>								
	Check	08/10/2018	4563	City of White Bear Lake	July Payroll	Checking - 1987	4,448.00	4,448.00
Total 3.1913 · Water Resources Technician							4,448.00	4,448.00
<b>3.1914 · GIS Watershed Technician</b>								
	Check	08/10/2018	4563	City of White Bear Lake	July Payroll	Checking - 1987	3,374.40	3,374.40
Total 3.1914 · GIS Watershed Technician							3,374.40	3,374.40
<b>3.1915 · Education &amp; Outreach</b>								
	Check	08/10/2018	4563	City of White Bear Lake	July Payroll	Checking - 1987	3,576.00	3,576.00
Total 3.1915 · Education & Outreach							3,576.00	3,576.00
Total 3.191 · Employee Payroll							18,700.80	18,700.80
<b>3.192 · Employer Liabilities</b>								
<b>Admin payroll processing</b>								
	Check	08/10/2018	4563	City of White Bear Lake	July Payroll	Checking - 1987	44.92	44.92
Total Admin payroll processing							44.92	44.92
<b>Administration FICA</b>								
	Check	08/10/2018	4563	City of White Bear Lake	July Payroll	Checking - 1987	1,380.10	1,380.10
Total Administration FICA							1,380.10	1,380.10
<b>Administration PERA</b>								
	Check	08/10/2018	4563	City of White Bear Lake	July Payroll	Checking - 1987	1,402.56	1,402.56
Total Administration PERA							1,402.56	1,402.56
<b>Insurance Benefit</b>								
	Check	08/10/2018	4563	City of White Bear Lake	July Payroll	Checking - 1987	1,460.92	1,460.92
	Check	08/10/2018	eft	SelectAccount	HSA fee - July 2018 inv. 1242329	Checking - 1987	5.00	1,465.92
	Check	08/10/2018	eft	Reliance Standard	Short-term Disability - July obs-204465	Checking - 1987	153.46	1,619.38
Total Insurance Benefit							1,619.38	1,619.38
<b>3.192 · Employer Liabilities - Other</b>								
	Check	08/10/2018	4552	Stephanie O McNamara	Medicare reimbursement	Checking - 1987	275.00	275.00
	Check	08/10/2018	4553	Noah & Associates, Inc	consulting services	Checking - 1987	2,875.00	3,150.00
Total 3.192 · Employer Liabilities - Other							3,150.00	3,150.00
Total 3.192 · Employer Liabilities							7,596.96	7,596.96
Total 3.1 · Administrative/Operations							32,864.12	32,864.12
<b>3.2 · Monitoring and Studies</b>								
<b>3.210 · Lake &amp; Creek lab analysis</b>								
	Check	08/10/2018	4565	RMB Environmental Laboratories, Inc.	inv.408152	Checking - 1987	87.00	87.00
	Check	08/10/2018	4565	RMB Environmental Laboratories, Inc.	inv.396926 invoice credit of 25.00	Checking - 1987	87.00	174.00
	Check	08/10/2018	4565	RMB Environmental Laboratories, Inc.	inv.404623	Checking - 1987	625.00	799.00
	Check	08/10/2018	4565	RMB Environmental Laboratories, Inc.	inv.415433	Checking - 1987	246.00	1,045.00
	Check	08/10/2018	4565	RMB Environmental Laboratories, Inc.	inv.408616	Checking - 1987	745.00	1,790.00
	Check	08/10/2018	4565	RMB Environmental Laboratories, Inc.	inv.404672	Checking - 1987	246.00	2,036.00
	Check	08/10/2018	4565	RMB Environmental Laboratories, Inc.	inv.401638	Checking - 1987	909.00	2,945.00
	Check	08/10/2018	4565	RMB Environmental Laboratories, Inc.	inv.404654	Checking - 1987	493.00	3,438.00
Total 3.210 · Lake & Creek lab analysis							3,438.00	3,438.00

<b>3.220 - Equipment</b>								
	Check	08/10/2018	4550	Tyler J Thompson	mileage-July	Checking - 1987		0.00
	Check	08/10/2018	4551	Brian Corcoran	mileage - July	Checking - 1987		0.00
Total 3.220 - Equipment								<u>0.00</u> <u>0.00</u>
Total 3.2 - Monitoring and Studies								3,438.00    3,438.00
<b>3.3 - Education and Outreach</b>								
<b>3.310 - Public Education</b>								
	Check	08/10/2018	4547	Nicholas Voss	Public Education	Checking - 1987		6.91    6.91
Total 3.310 - Public Education								<u>6.91</u> <u>6.91</u>
<b>3.320 - Marketing</b>								
	Check	08/10/2018	4547	Nicholas Voss	July reimbursement	Checking - 1987		0.00
Total 3.320 - Marketing								<u>0.00</u> <u>0.00</u>
<b>3.330 - Community Blue Education Grant</b>								
	Check	08/10/2018	4554	Heidi Ferris	CB grant Connect the Drops payment 1	Checking - 1987		3,800.00    3,800.00
Total 3.330 - Community Blue Education Grant								<u>3,800.00</u> <u>3,800.00</u>
Total 3.3 - Education and Outreach								<u>3,806.91</u> <u>3,806.91</u>
<b>3.4 - Capital Imp. Projects/Programs</b>								
<b>3.420 - Lambert Creek Restoration</b>								
<b>Whitaker Wetlands</b>								
	Check	08/10/2018	4549	Vacker Inc.	sign whitaker	Checking - 1987		945.00    945.00
	Check	08/10/2018	4555	Belair Builders, Inc.	Whitaker Wetlands construction thru 6/27/18	Checking - 1987		22,203.45    23,148.45
Total Whitaker Wetlands								<u>23,148.45</u> <u>23,148.45</u>
Total 3.420 - Lambert Creek Restoration								<u>23,148.45</u> <u>23,148.45</u>
Total 3.4 - Capital Imp. Projects/Programs								<u>23,148.45</u> <u>23,148.45</u>
<b>3.48 - Programs</b>								
<b>3.481 - Landscape 1 - cost-share</b>								
	Check	08/10/2018	4558	Kelly Plumbo	cost share 2018-06	Checking - 1987		2,000.00    2,000.00
	Check	08/10/2018	4559	Martha Johnson	cost share 2017-06	Checking - 1987		750.00    2,750.00
	Check	08/10/2018	4560	Karen Suzukamo	cost share 2018-02	Checking - 1987		2,000.00    4,750.00
	Check	08/10/2018	4561	Dan Green	cost share 2018-01	Checking - 1987		2,000.00    6,750.00
	Check	08/10/2018	4562	David Bartle	cost share 2017-08	Checking - 1987		1,750.00    8,500.00
Total 3.481 - Landscape 1 - cost-share								<u>8,500.00</u> <u>8,500.00</u>
Total 3.48 - Programs								<u>8,500.00</u> <u>8,500.00</u>
Total Expense								<u>71,757.48</u> <u>71,757.48</u>
Net Ordinary Income								-70,821.85    -70,821.85
<b>Net Income</b>								<u>-70,821.85</u> <u>-70,821.85</u>

# Vadnais Lake Area Water Management Organization

## Check Detail

11:19 AM

08/03/2018

July 14 through August 10, 2018

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check eft		08/10/2018	SelectAccount		Checking - 1987		-5.00
				Insurance Benefit		-5.00	5.00
TOTAL						-5.00	5.00
Check eft		08/10/2018	Reliance Standard		Checking - 1987		-153.46
				Insurance Benefit		-153.46	153.46
TOTAL						-153.46	153.46
Check	4547	08/10/2018	Nicholas Voss		Checking - 1987		-27.39
				3.170 · Misc. & mileage		-20.48	20.48
				3.310 · Public Education		-6.91	6.91
TOTAL						-27.39	27.39
Check	4548	08/10/2018	Stephanie McNamara		Checking - 1987		-38.31
				3.170 · Misc. & mileage		-38.31	38.31
TOTAL						-38.31	38.31
Check	4549	08/10/2018	Vacker Inc.		Checking - 1987		-945.00
				Whitaker Wetlands		-945.00	945.00
TOTAL						-945.00	945.00
Check	4550	08/10/2018	Tyler J Thompson		Checking - 1987		-43.98
				3.170 · Misc. & mileage		-43.98	43.98
TOTAL						-43.98	43.98

Check 4551	08/10/2018 Brian Corcoran	Checking - 1987		<b>-136.25</b>
		3.170 · Misc. & mileage	-136.25	136.25
TOTAL			<u>-136.25</u>	<u>136.25</u>
Check 4552	08/10/2018 Stephanie O McNamara	Checking - 1987		<b>-275.00</b>
		3.192 · Employer Liabilities	-275.00	275.00
TOTAL			<u>-275.00</u>	<u>275.00</u>
Check 4553	08/10/2018 Noah & Associates, Inc	Checking - 1987		<b>-2,875.00</b>
		3.192 · Employer Liabilities	-2,875.00	2,875.00
TOTAL			<u>-2,875.00</u>	<u>2,875.00</u>
Check 4554	08/10/2018 Heidi Ferris	Checking - 1987		<b>-3,800.00</b>
		3.330 · Community Blue Education Grant	-3,800.00	3,800.00
TOTAL			<u>-3,800.00</u>	<u>3,800.00</u>
Check 4555	08/10/2018 Belair Builders, Inc.	Checking - 1987		<b>-22,203.45</b>
		Whitaker Wetlands	-22,203.45	22,203.45
TOTAL			<u>-22,203.45</u>	<u>22,203.45</u>
Check 4556	08/10/2018 Bullis Insurance Agency LLC	Checking - 1987		<b>-3,102.00</b>
		3.130 · Insurance	-3,102.00	3,102.00
TOTAL			<u>-3,102.00</u>	<u>3,102.00</u>
Check 4557	08/10/2018 City Of Roseville	Checking - 1987		<b>-942.00</b>
		IT Support	-942.00	942.00
			<u>-942.00</u>	<u>942.00</u>

TOTAL			-942.00	942.00
<b>Check 4558</b>	<b>08/10/2018 Kelly Plumbo</b>	<b>Checking - 1987</b>		<b>-2,000.00</b>
		3.481 · Landscape 1 - cost-share	-2,000.00	2,000.00
TOTAL			<u>-2,000.00</u>	<u>2,000.00</u>
<b>Check 4559</b>	<b>08/10/2018 Martha Johnson</b>	<b>Checking - 1987</b>		<b>-750.00</b>
		3.481 · Landscape 1 - cost-share	-750.00	750.00
TOTAL			<u>-750.00</u>	<u>750.00</u>
<b>Check 4560</b>	<b>08/10/2018 Karen Suzukamo</b>	<b>Checking - 1987</b>		<b>-2,000.00</b>
		3.481 · Landscape 1 - cost-share	-2,000.00	2,000.00
TOTAL			<u>-2,000.00</u>	<u>2,000.00</u>
<b>Check 4561</b>	<b>08/10/2018 Dan Green</b>	<b>Checking - 1987</b>		<b>-2,000.00</b>
		3.481 · Landscape 1 - cost-share	-2,000.00	2,000.00
TOTAL			<u>-2,000.00</u>	<u>2,000.00</u>
<b>Check 4562</b>	<b>08/10/2018 David Bartle</b>	<b>Checking - 1987</b>		<b>-1,750.00</b>
		3.481 · Landscape 1 - cost-share	-1,750.00	1,750.00
TOTAL			<u>-1,750.00</u>	<u>1,750.00</u>
<b>Check 4563</b>	<b>08/10/2018 City of White Bear Lake</b>	<b>Checking - 1987</b>		<b>-22,989.30</b>
		Payroll	-18,700.80	18,700.80
		Administration FICA	-1,380.10	1,380.10
		Administration PERA	-1,402.56	1,402.56
		Insurance Benefit	-1,460.92	1,460.92
		Admin payroll processing	-44.92	44.92
			<u>-44.92</u>	<u>44.92</u>

TOTAL			-22,989.30	22,989.30
<b>Check 4564</b>	<b>08/10/2018 City of Vadnais Heights</b>	<b>Checking - 1987</b>		<b>-1,819.17</b>
		Rent	-1,510.00	1,510.00
		Phone/Internet/Machine Overhead	-200.00	200.00
		Phone/Internet/Machine Overhead	-70.00	70.00
		Postage	-8.93	8.93
		Copies	-30.24	30.24
TOTAL			<u>-1,819.17</u>	<u>1,819.17</u>
<b>Check 4565</b>	<b>08/10/2018 RMB Environmental Laboratories, Inc.</b>	<b>Checking - 1987</b>		<b>-3,438.00</b>
		3.210 · Lake & Creek lab analysis	-87.00	87.00
		3.210 · Lake & Creek lab analysis	-87.00	87.00
		3.210 · Lake & Creek lab analysis	-625.00	625.00
		3.210 · Lake & Creek lab analysis	-246.00	246.00
		3.210 · Lake & Creek lab analysis	-745.00	745.00
		3.210 · Lake & Creek lab analysis	-246.00	246.00
		3.210 · Lake & Creek lab analysis	-909.00	909.00
		3.210 · Lake & Creek lab analysis	-493.00	493.00
TOTAL			<u>-3,438.00</u>	<u>3,438.00</u>
<b>Check 4566</b>	<b>08/10/2018 Innovative Office Solutions</b>	<b>Checking - 1987</b>		<b>-214.17</b>
		Supplies	-214.17	214.17
TOTAL			<u>-214.17</u>	<u>214.17</u>
<b>Check 4567</b>	<b>08/10/2018 Ramsey County League of Local Governments</b>	<b>Checking - 1987</b>		<b>-250.00</b>
		3.170 · Misc. & mileage	-250.00	250.00
TOTAL			<u>-250.00</u>	<u>250.00</u>

Vadnais Lake Area Water Management Organization  
**Custom Transaction Detail Report**  
 July 1 through August 10, 2018

11:23 AM

08/03/2018

Accrual Basis

	Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Jul 1 - Aug 10, 18	Credit Card Charge	07/05/2018		ARC Document Solutions, LLC	3.310 · Public Education			US Bank CC	552.99	552.99
	Credit Card Charge	07/02/2018		EDCO	3.170 · Misc. & mileage			US Bank CC	56.52	609.51
Jul 1 - Aug 10, 18									<u>609.51</u>	<u>609.51</u>

To: Board of Directors  
From: Nick Voss, E & O Coord.  
Date: August 16, 2018  
Re: **V.B. Calendar and upcoming events**

**1.) BOD & TEC are invited to the Whitaker Treatment Wetlands Open House**



**Whitaker TREATMENT WETLANDS OPEN HOUSE**

**THURSDAY, AUGUST 30<sup>th</sup>**  
6:30-7:30 PM  
Columbia Park  
1756 County Hwy 96  
White Bear Township  
*Parking in lot off 96 near tennis courts*

- Tour
- Q & A
- Ice Cream Social

Learn about a new way to treat polluted stormwater.

**vlawmo.org/events**  
651.204.6070  
office@vlawmo.org  
*Back-up date in the case of weather: Sept 6th*  
Check us out @VLAWMO    

 ENVIRONMENT AND NATURAL RESOURCES TRUST FUND

 BELAIR SITEWORK SERVICES

 BURNS & McDONNELL

 WHITE BEAR TOWNSHIP

 VLAWMO  
Vadnais Lake Area  
Water Management Organization

**2.) Events**

- We are recruiting volunteers for the Master Water Stewards program. A total of three informal info-sessions will have taken place by the end of August. We have one applicant and two prospective applicants. The next info session is **August 28<sup>th</sup>** at Big Wood Brewery in downtown White Bear Lake. More info can be found here: <http://www.vlawmo.org/events/master-water-stewards-info-session2/>
- VLAWMO will have a booth from 2-8 at the White Bear Township celebration on **September 8<sup>th</sup>**.
- The Community Blue grant (Connect the Drops) that was approved at the June board meeting is moving forward. The first step in the project is scheduled for **September 29<sup>th</sup>**. Representatives from six area congregations will gather for a leadership training, which lays the groundwork for each representative to facilitate the youth groups at their congregations.

### 3.) Turf maintenance workshop for staff

Please encourage your public works staff and contractors to attend our turf maintenance workshop. The workshop conveys how turf maintenance can be improved for water quality while still providing savings in time and money.



**What participants will learn:** This 6-hour training covers the use of fertilizers, pesticides, and water to produce turfgrass that meets your expectations while saving time and money. Attendees will be given a copy of the “Turfgrass Maintenance Manual” and other decision-making tools for various soil types and sun exposure. Class is co-presented by Fortin Consulting staff and maintenance professionals. An optional test is offered to earn MPCA Level 1 certification in Turfgrass Maintenance. Certified individuals become listed on the MPCA website.

**Who should attend:** City park departments, schools, property managers, and private maintenance companies. This class does not cover golf course or athletic field maintenance.

*This class can be used to meet MS4 employee training requirements under Minimum Control Measure 6.*

To register, visit [VLAWMO.org/events/turf-maintenance](http://VLAWMO.org/events/turf-maintenance) or contact Nick Voss @651.204.6070

**Free  
to attend**

**Address:**  
Vadnais Heights Fire Dept.  
3595 Arcade St N  
Vadnais Heights, MN  
55127

**Provided by:**

**FORTIN**  
CONSULTING, INC.  
serving the environment

**m1 MINNESOTA POLLUTION CONTROL AGENCY**

**VLAWMO**  
Vadnais Lake Area  
Water Management Organization

**Lunch included!**

*Funding for these workshops is provided by MPCA through a grant from US EPA, Section 319 Nonpoint Source Management Fund.*

**East-Metro**  
Water Resource Education Program

**Chisago**  
COUNTY

To: Board of Directors  
From: Stephanie McNamara, Administrator; Tyler Thompson, GIS Wat. Tech.; Nick Voss, E&O Coord.  
Date: August 13, 2018  
Re: **VI. A. Goose Lake**

### **1.) Stakeholder meeting 7/16 summary**

The following are the statements that were formed from the collaboration between stakeholders at the July 16<sup>th</sup> stakeholder meeting. The long-term strategies listed are topics that will be presented at future board meetings.

#### Short-term action

- 1) Proceed with grant application for alum treatment. This is justified by the findings from the feasibility study that internal treatment is both more cost-effective and more relevant for the unique circumstances surrounding Goose Lake.
- 2) Continue spent lime study in Oak Knoll Pond/Wood Lake. Potentially pursue implementation grant funding.
- 3) Continue ongoing efforts with partners to improve the Goose Lake sub-watershed, including the Polar Chevrolet channel. BWSR Watershed based funding grant through VLAWMO will provide the basis for this work. These on-the-ground efforts in the greater sub-watershed build the steps necessary to submit a competitive grant application to BWSR.

#### Long-term strategies and supporting meetings:

- 4) To support these priorities, VLAWMO will take initiative in conjunction with the City, DNR, County, and the Ski Otters to form an aquatic vegetation management plan.

The following topics will need further prioritization and discussion between partners (City of White Bear Lake , Ramsey County, VLAWMO, & possibly MNDOT and Polar Chevrolet) :

- Hoffman road and County Road F construction
- Hoffman road railroad ponding and pinpointing runoff direction
- Lake access and shoreline use
- Expansion of Bruce Vento Trail
- Drainage improvements and channel restoration at the Polar Chevrolet channel

## 2.) Alum treatment for East Goose Lake – Tyler

At the April 2018 Board meeting, staff asked the Board for direction and formal action for staff to submit an application requesting Clean Water Fund (CWF) grant funding for alum treatment of East Goose Lake. During the July 16<sup>th</sup> Goose Lake stakeholder meeting, the same idea was posited for support by the group. After discussing the many project options for the Goose Subwatershed, the group voted in support for staff to prepare and submit an application for the 2019 Clean Water Fund grant. The due date for grant submittal is 8/31/18, and staff will have the application submitted by then. Staff is currently working on the finishing details before submittal, working with our new BWSR representative for tips to bolster the application, and also with Barr Engineering on additional information for the application.

**Recommendation: the Board approves the submission of a grant application for 2019 CWF competitive funding of the East Goose Lake Alum Treatment.**

## 3.) Goose Lake subwatershed modeling and BMP, Barr Proposal – Stephanie

VLAWMO received word that the Watershed Based Funding (WBF) grant for the Goose Lake subwatershed was approved in July. The total grant amount is \$59,039 (\$53,388 [Ramsey] + \$5,651 [Anoka]). The project total is \$100,000 with the local matching funds of \$40,961 coming from VLAWMO. Most of that local match funding will go toward installation of one of the best management practices identified in the study. The first expenditures on this project are heavily engineering oriented with detailed modeling of the subwatershed (fall 2018), identification of cost-effective BMP locations (January 2019) and then 60% design plans for three of those BMPs (spring 2019). The final task in this project would be to install one of the BMPs which is targeted for 2019. The project is moving forward and there are two things you can do keep it moving ahead.

We have just received word that the grant agreements will be available the first week in September. **I am recommending the Board consider authorizing the Chair to sign the grant agreement after staff review when it becomes available.** This will keep the project moving as no expenses may be incurred until it is approved.

Recommendation:

The Board of Directors approves the grant agreement with the Board of Water and Soil Resources for the Goose Lake Subwatershed Feasibility and BMP Implementation project. Further it authorizes its Chair, Dan Jones to sign the agreement when it is received and after review.

The second action needed is to reengage Barr Engineering to complete the work already started on this project. Greg Wilson of Barr has done preliminary analysis on the Goose Lake subwatershed already as part of the Goose – Wilkinson study in 2017 and the follow-up Goose Lake Alum treatment feasibility (spring 2018). The second of those studies is allowing VLAWMO and its partners to put together a very solid Alum treatment grant application which you just considered. As part of that work Barr has done preliminary subwatershed assessment. Staff is recommending that Barr be retained to continue the Goose Lake subwatershed analysis as they have done much of the preliminary work already. See the attached Proposal from Barr, dated August 3, 2018. The proposal covers modeling, analysis, design of 3 BMP's and the construction oversight for selected installation.

Professional services discussion. There is significant efficiency in building on work already done, both because a new engineer would need to get up to speed and staff time to facilitate a change. Keep in mind that going out for bid for professional services is not required by state law or League of MN Cities rules. VLAWMO policy indicates that we will go out for bid for ongoing professional services (e.g. auditor, legal) which we do. If VLAWMO chooses to start working with an engineer on retainer, that would be bid out every 2 years like the other services. Approval is at Board discretion.

**Recommendation:**

**The Board approves the August 3, 2018 proposal from Barr Engineering for the Goose Lake Subwatershed Feasibility and Implementation for a total cost of \$53,000. If the cost exceeds that amount it will be brought back to the Board for consideration.**



August 3, 2018

Ms. Stephanie McNamara  
Administrator  
Vadnais Lake Area Water Management Organization (VLAWMO)  
800 County Road E East  
Vadnais Heights, MN 55127

**Re: Goose Lake Subwatershed Feasibility and Implementation**

Dear Ms. McNamara:

Thank you for the opportunity to submit this proposal to provide engineering services to VLAWMO for an analysis of feasible best management practice (BMP) opportunities throughout the Goose Lake subwatershed and assistance with designing/implementing feasible treatment options to improve the stormwater quality entering Goose Lake. Barr understands that project implementation is intended to reduce the total phosphorus loading to Goose Lake by 3 to 6 pounds per year.

This engineering estimate includes water quantity/quality modeling, feasibility analysis of improvement options for the drainage entering Goose Lake from all of the various subwatershed discharge locations, 60% design of three potential project options and assistance with implementation of the recommended option. Table 1 summarizes the work items and the estimated cost.

**Project Scope**

The project includes the following work tasks.

**1. Site visit and hydrologic/hydraulic/water quality modeling**

Barr will work with watershed and/or city staff to schedule a site visit to discuss the current conditions, results of the previous retrofit study and suggestions for potential improvement options throughout the East and West Goose Lake subwatershed discharge locations.

Barr will develop an XP-SWMM model that accounts for the current hydrology and hydraulics of the storm sewer and Best Management Practice (BMP) storage conditions of all of the subwatershed drainage areas tributary to both East Goose and West Goose Lakes, including the tributary area to East Goose Lake from the Oak Knoll Pond portion of the system. For this task, it is assumed that VLAWMO staff and/or the city of White Bear Lake will supply us with all as-built information for the existing storm sewer and BMP inlet/outlet configurations within this subwatershed, as well as the estimated flood level(s) for Goose Lake. Barr will utilize LiDAR topographic data to determine the existing stormwater storage volumes for each depression in the system and will also request any existing information regarding drainage easements.

XP-SWMM will be simulated for the 2-, 10- and 100-year recurrence intervals and used to establish baseline conditions for peak flood levels in the channel as well as its current capacity during normal lake levels. Based on the XP-SWMM inputs, Barr will update the existing P8 model to simulate the current water quality treatment conditions of each subwatershed and use it to evaluate the extent to which the existing phosphorus loadings can be reduced with various improvement options, based on a long-term simulation of climatic records for the Metro area.

## **2. Project memorandum and analysis of water quality improvement options**

For this task we will develop a matrix comparison of feasible water quality improvement options for the Goose Lake subwatershed which will show the expected long-term cost-benefit of three concept-level improvement options for this subwatershed, as well as the results of the existing conditions modeling. In addition to water quality improvements at Oak Knoll Pond, it is assumed that we will analyze the feasibility of implementing another option that would retrofit stormwater inflows and outflows to enhance water quality treatment for East Goose Lake. Likewise, we will develop feasible water quality improvement options for the Hoffman Road tributary to West Goose Lake which will recommend cost-effective improvement options for this subwatershed, as well as the results of the existing conditions modeling.

For this task, Barr will produce GIS graphics showing the conceptual layout of each option and the associated costs and benefits for implementing each scenario. Barr will also estimate the potential channel and upland impacts, as well as impacts on private property or drainage easements for the feasible improvement options.

All of the results of the above tasks will be summarized in a technical memorandum and submitted for review and comment. Barr will respond to questions and comments and finalize the technical memorandum.

## **3. Preparation of 60% design plans and Engineer's estimate of costs**

After the detailed survey and utility location results have been obtained, Barr will update the design and develop preliminary project design plan(s) for Oak Knoll Pond and construction of two other improvement options that are intended to reduce the total phosphorus loading to Goose Lake by 3 to 6 pounds per year. All of the preliminary design features of the project will be developed and quantities/unit costs will be estimated to inform the Engineer's estimate of costs, which will be submitted for review and comment. Barr will respond to questions and comments and begin work on the chosen project design.

## **4. Final design, bid administration and construction oversight**

For this task, Barr will finalize the project design plans, develop specifications, and bid documents, including an updated bid form and Engineer's estimate of costs. Specifications will also include available information about access routes, limits of disturbance, and site access restoration requirements.

We will prepare contract documents for requesting contractor bids and subsequent implementation of the project. This task includes preparing technical specifications and incorporating front-end documents for project implementation. Front-end documents will consist of Request for Bids, Bid Form, Agreement, General Conditions, and Supplementary Conditions. The front-end documents will be based on standard construction documents provided by VLAWMO or the City of White Bear Lake. Technical specifications will be prepared using the Construction Specifications Institute (CSI) standard format. Contract Documents will provide potential contractors with the necessary information to provide a bid on the project and also

to perform the work. It is assumed that a single contract will be developed and applied to all of the work and that no NPDES permit will be required for construction activities.

Project administration will consist of distribution of contract documents (1 electronic copy assumed) including preparation of request for bids, preparation of addenda, assistance during contract offering period including answering bidder's questions and review of qualifications and bid submittals, as well as recommendations for contract award.

Our scope includes construction oversight and contract administration tasks. The costs for this work are dependent on the contractor's schedule, changes in the work and the amount of observation required to ensure that the BMP is properly installed and functioning. Barr will provide ongoing on-site observation during construction activities to ensure that the selected contractor is performing the work in accordance with the Contract Documents. The costs for this work assumes a single phase of construction activities. Our proposed construction oversight services include:

- Attendance at a pre-construction meeting
- Review of product suppliers and shop drawings
- Review and comment on contractor's erosion control plan
- Oversight of the contractor, including documentation of field measurements, observations and compilation and evaluation of contractor's daily records
- Clarifying of the Contract Documents to the contractor during the construction process
- Reviewing payment applications
- Project close-out, including compilation of project records and submittal to VLAWMO and the City

Our costs for this task assume that a single round of quotes will be fielded for the project. Project changes necessitating additional refinements to the Contract Documents are not included in the estimated cost for this task. Our assumptions for costs for this task do not include issuance of field orders and change orders as necessary for the completion of the project.

## **Estimated Cost and Schedule**

The following table summarizes the estimated costs associated with each task described in the scope of services. A preliminary estimate of the costs for Task 4 are included, but it is expected that the actual costs might vary, depending on the option that is chosen for construction at the conclusion of Task 3.

The table also shows the estimated schedule for the completion of the project tasks. It is expected that the schedule for Task 4 will also depend on the option that is chosen for construction at the conclusion of Task 3. The schedule assumes authorization to proceed by the District no later than September 15, 2018.

Task	Description of Task	Amount	Estimated Completion
1	Site visit and hydrologic/hydraulic/water quality modeling	\$ 15,000	November 2018
2	Project memorandum and analysis of water quality improvement options	\$ 12,000	January 2019
3	60% design plans and Engineer's estimate of costs	\$ 12,000	April 2019
4	Final design, bid administration and construction oversight	\$ 14,000	October 2019
<b>Total Estimated Project Cost</b>		<b>\$ 53,000</b>	

This Agreement will be effective for the duration of the services, unless earlier terminated by either VLAWMO or us. We will commence work on Task 1 upon receipt of a copy of this letter signed by your authorized representative.

We will inform you of our progress through periodic (e.g., bi-weekly) e-mail updates, telephone calls, invoice details, and other communications.

For the services provided, we will bill the District approximately monthly. The cost of the services will not exceed \$53,000 without prior approval by VLAWMO. Work beyond the scope outlined above will be billed on a time-and-expense basis in accordance with our fee schedule, following your written permission or otherwise negotiated with you.

We understand you or your designees have the authority to direct us. We will direct communications to you at Vadnais Lake Area Water Management Organization, 800 County Road E East. Direction should be provided to Greg Wilson at the letterhead address.

During the term of this Agreement, we will maintain the following insurance coverages:

Worker Compensation ..... Statutory  
 Employer Liability ..... \$500K per claim/\$500k aggregate  
 Commercial General Liability ..... \$1M per claim/\$2M aggregate, combined single limit  
 Automobile ..... \$1M combined single limit  
 Umbrella/excess policy as to above coverages ..... \$10M aggregate  
 Professional Liability (claims-made) ..... \$5M per claim/\$5M annual aggregate

If this Agreement is satisfactory, please sign the enclosed copy of this letter in the space provided, and return it to us.

Sincerely yours,  
 Barr Engineering Co.

By   
 Henry (Hal) M. Runke, Ph.D., Limnologist  
 Vice President

Accepted this \_\_\_ day of \_\_\_\_\_, 2017

Vadnais Lake Area Water Management Organization

By \_\_\_\_\_



## STANDARD TERMS—PROFESSIONAL SERVICES

Our Agreement with you consists of the accompanying letter or other authorization, Work Orders, and these Standard Terms – Professional Services.

### Section 1: Our Responsibilities

- 1.1 We will provide the professional services (“Services”) described in this Agreement. We will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of our profession practicing in the same locality.
- 1.2 We will select the means, methods, techniques, sequences, or procedures used in providing our Services. If you direct us to deviate from our selections, you agree to hold us harmless from claims, damages, and expenses arising out of your direction.
- 1.3 We will acquire all licenses applicable to our Services and we will comply with applicable law.
- 1.4 Our duties do not include supervising your contractors or commenting on, supervising, or providing the means and methods of their work unless we accept any such duty in writing. We will not be responsible for the failure of your contractors to perform in accordance with their undertakings.
- 1.5 We will provide a health and safety program for our employees, but we will not be responsible for contractor, job, or site health or safety unless we accept that duty in writing.
- 1.6 Estimates of our fees or other project costs will be based on information available to us and on our experience and knowledge. Such estimates are an exercise of our professional judgment and are not guaranteed or warranted. Actual costs may vary. You should add a contingency.
- 1.7 The information you provide to us will be maintained in confidence except as required by law.

### Section 2: Your Responsibilities

- 2.1 You will provide access to property as required.
- 2.2 You will provide us with prior reports, specifications, plans, changes in plans, and information about the project which may affect the delivery of our Services. You will hold us harmless from claims, damages, and related expenses, including reasonable attorneys’ fees, involving information not timely called to our attention or not correctly shown on documents you furnished to us.
- 2.3 You agree to provide us with emergency procedure information and information on contamination and dangerous or hazardous substances or processes we may encounter in performing the Services.
- 2.4 You agree to hold us harmless as to any claim that we are an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of any law governing the handling, treatment, storage, or disposal of dangerous or hazardous materials.
- 2.5 Site remediation services may involve risk of contamination of previously uncontaminated air, soil, or

water. If you are requesting that we provide services that include this risk, you agree to hold us harmless from such contamination claims, damages, and expenses, including reasonable attorneys’ fees, unless the loss is caused by our negligence.

- 2.6 You agree to make disclosures required by law. If we are required by law or legal process to make such disclosures, you agree to hold us harmless and indemnify us from related claims and costs, including reasonable attorneys’ fees.

### Section 3: Reports and Records

- 3.1 We will retain analytical data relating to the Services for seven years and financial data for three years.
- 3.2 Monitoring wells are your property and you are responsible for their permitting, maintenance and abandonment unless we accept that duty in writing. Samples remaining after tests are conducted and field and laboratory equipment that cannot be adequately cleansed of contaminants are your property. They will be discarded or returned to you, at our discretion, unless within 15 days of the report date you give written direction to store or transfer the materials at your expense.
- 3.3 Our reports, notes, calculations, and other documents, and our computer software and data are instruments of our Services, and they remain our property, subject to a license to you for your use in the related project for the purposes disclosed to us. You may not use or transfer our reports to others for a purpose for which they were not prepared without our written approval. You agree to indemnify and hold us harmless from claims, damages, and expenses, including reasonable attorneys’ fees, arising out of any unauthorized transfer or use.
- 3.4 Because electronic documents may be modified intentionally or inadvertently, you agree that we will not be liable for damages resulting from change in an electronic document occurring after we transmit it to you. In case of any difference or ambiguity between an electronic and a paper document, the paper document shall govern. When accepting document transfer in electronic media format, you accept exclusive risk relating to long-term capability, usability, or readability of documents, software application packages, operating systems, and computer hardware.
- 3.5 If you do not pay for the Services in full as agreed, we may retain reports and work not yet delivered to you and you agree to return to us our reports and other work in your possession or under your control. You agree not to use or rely upon our work for any purpose until it is paid for in full.

### Section 4: Compensation

- 4.1 You will pay for the Services as agreed upon or according to our then current fee schedules if there is no other written agreement as to price. An estimated cost is

not a firm figure unless stated as such and you should allow for a contingency in addition to estimated costs.

- 4.2 You agree to notify us of billing disputes within 15 days and to pay undisputed portions of invoices within 30 days of invoice date. For balances not paid under these terms, you agree to pay interest on unpaid balances beginning 10 days after invoice date at the rate of 1.5% per month, but not to exceed the maximum rate allowed by law.
- 4.3 If you direct us to invoice another, we will do so, but you agree to be responsible for our compensation unless you provide us with that person's written acceptance of the terms of our Agreement and we agree to extend credit to that person.
- 4.4 You agree to compensate us in accordance with our fee schedule if we are asked or required to respond to legal process arising out of a proceeding to which we are not a party.
- 4.5 If we are delayed by factors beyond our control, or if the project conditions or the scope of work change, or if the standards change, we will receive an equitable adjustment of our compensation.
- 4.6 In consideration of our providing insurance to cover claims made by you, you hereby waive any right of offset as to payment otherwise due us.

#### **Section 5: Disputes, Damage, and Risk Allocation**

- 5.1 Each of us will exercise good faith efforts to resolve disputes without litigation. Such efforts will include a meeting attended by each party's representative empowered to resolve the dispute. Disputes (except collections) will be submitted to mediation as a condition precedent to litigation.
- 5.2 We will not be liable for special, incidental, consequential, or punitive damages, including but not limited to those arising from delay, loss of use, loss of profits or revenue, loss of financing commitments or fees, or the cost of capital. Each of us waives against the other and its subcontractors, agents, and employees all rights to recover for losses covered by our respective property/casualty or auto insurance policies.
- 5.3 We will not be liable for damages unless you have notified us of your claim within 30 days of the date of your discovery of it and unless you have given us an opportunity to investigate and to recommend ways of mitigating damages, and unless suit is commenced within two years of the earlier of the date of injury or loss and the date of completion of the Services.
- 5.4 For you to obtain the benefit of a fee which includes a reasonable allowance for risks, you agree that our aggregate liability will not exceed the fee paid for our services or \$50,000, whichever is greater, and you agree to indemnify us from all liability to others in excess of that amount. If you are unwilling to accept this allocation of risk, we will increase our aggregate liability to \$100,000 provided that, within 10 days of the date of our Agreement, you provide payment in an amount that will increase our fees by 10%, but not less than \$500, to compensate us for the greater risk undertaken. This

increased fee is not the purchase of insurance.

- 5.5 If you fail to pay us within 60 days following invoice date, we may consider the default a total breach of our Agreement and, at our option, we may terminate all of our duties without liability to you or to others.
- 5.6 If we are involved in legal action to collect our compensation, you agree to pay our collection expenses, including reasonable attorneys' fees.
- 5.7 The law of the state in which the project site is located will govern all disputes. Each of us waives trial by jury. No employee acting within the scope of employment shall have any individual liability for his or her acts or omissions and you agree not to make any claim against individual employees.

#### **Section 6: Indemnification**

- 6.1 Each of us will indemnify and hold harmless the other from and against demands, damages, and expenses to the comparative extent they are caused by the negligent acts, omissions, or breach of contract of the indemnifying party or of those others for whom the indemnifying party is legally responsible.
- 6.2 To the extent that may be necessary to indemnify either of us under Section 6.1, you and we expressly waive, in favor of the other only, any immunity or exemption from liability that exists under any worker compensation law.

#### **Section 7: Miscellaneous Provisions**

- 7.1 We will provide a certificate of insurance to you upon request. Any claim as an Additional Insured shall be limited to losses caused by our sole negligence.
- 7.2 This Agreement is our entire agreement, and it supersedes prior agreements. Only a writing signed by both of us making specific reference to the provision modified may modify it.
- 7.3 Neither of us will assign this Agreement without the written approval of the other. No other person has any rights under this Agreement.
- 7.4 A writing may terminate this Agreement. We will receive an equitable adjustment of our compensation if our work is terminated prior to completion as well as our fees and expenses on the basis agreed upon through the effective date of termination.
- 7.5 We will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, religion, age, genetic information, marital status, sexual orientation, gender identity, familial status, disability, status with regard to public assistance, membership or activity in a local human-rights commission, or status as a protected veteran. We will take affirmative action to ensure that applicants are considered, and employees are treated during their employment, without regard to those factors. Our actions will include, but are not limited to notifications, hiring, promotion or employment upgrading, demotion, transfer, recruitment or recruitment advertising, layoffs or terminations, rates of pay and other forms of compensation, and selection for training or apprenticeship.

*End of Standard Terms*



800 County Road E E, Vadnais Heights, MN 55127  
[www.vlawmo.org](http://www.vlawmo.org); [Office@vlawmo.org](mailto:Office@vlawmo.org)

To: Board of Directors

From: Stephanie McNamara, Administrator

Date: August 16, 2018

Re: **VI. A. 2019 Storm Sewer Utility Rates, Resolution 05-2018**

The annual SSU rates are based on the budget approved by the Board at its last meeting for the following year. The Storm Sewer Utility is based on the amount of impervious surface generally associated with different land use types and provides the major financial support for watershed activities.

As discussed at the June Board meeting when the 2019 Budget was passed, the SSU rates will go up. And increase of 10.48% and less than the 14.98% increase last year. This year we anticipate the SSU will provide a sustaining level of income for the anticipated projects and programs identified in the new Water Plan. In other words, we are not drawing down our reserves to cover operating expenses. Grants have helped defray some of the costs and allowed VLAWMO to do more than is reflected in annual budget. But they are an unreliable source of income.

The proposed 2019 SSU annual rate is \$46.80/unit or \$67.80/acre. Single family residential units will increase by \$4.44 /year or about \$0.37 / month. On non-low density residential property the rate increased \$6.36 / acre or \$0.53 /month. The additional parcels from the boundary change helped absorb some of the increase.

Again, our budget is no longer being subsidized by drawing down reserves. The SSU is sustaining the VLAWMO budget. This budget further addresses priorities in the 2017-26 Water Plan and the VLAWMO ditch authority responsibilities. The budgets anticipated in 2017-2026 Water Plan anticipate a fairly modest annual operating increase. This rate includes a 0.5% buffer to account for subsequent parcel changes, manual overrides and delinquent payments.

**Recommendation:** Approval of Resolution 05-2018 setting the Storm Sewer Utility Rates for 2019.

# Memo

**To:** Stephanie McNamara, Administrator  
**From:** Jeanne Vogt, Senior Financial Specialist  
**Date:** August 16, 2018  
**Subject:** Pay 2019 Proposed SSU Rates

The Vadnais Lake Area Water Management Organization (“VLAWMO”) has asked Ehlers to complete the calculation of the Storm Sewer Utility (“SSU”) rates for taxes payable in 2019 and update the annual presentation to the VLAWMO Board. This has been completed and below are the highlights for your consideration:

1. **Manual Overrides** – VLAWMO has the authority to remove any SSU charges on parcels as needed. Attached please find the list of parcels with manual overrides. There are 328 parcels with a manual override for Pay 2019.
2. **Property Data Changes:**
  - a. Ramsey County made some changes to the lot sizes for several properties this year. Some properties were impacted more than others. Those who’s fees increased more than 10.5% (average for everyone else) are listed below:

PIN Number	Property Classification	P18 Acres	P19 Acres	Change in Fee	Manual Override?
14.30.22.11.0077	Charit Inst	0.99	1.92	\$228.86	No
13.30.23.43.0032	Commercial	2.57	2.71	\$109.28	No

3. **Property Classification Changes:**
  - a. The following parcels had property classification changes from Pay 2018 to Pay 2019

PIN Number	Prior Class	Current Class	Change in Fee	Manual Override?
22.30.22.22.0051	Res 1 Unit	Muni Srvc Ent	\$85.17	No
25.31.22.42.0070	Res 1 Unit	exempt from SSU- fraction lot- H	-\$42.36	Yes
25.31.22.42.0082	Res 1 Unit	exempt from SSU- fraction lot- H	-\$42.36	Yes
35.31.22.13.0003	Res 1 Unit	exempt from SSU- fraction lot- H	-\$42.36	Yes

**4. Tax Forfeited Properties:**

- a. VLAWMO has had properties become tax forfeited as a result of unpaid property taxes. For Taxes Payable in 2019, there are **18** parcels currently in tax forfeited status, all in Ramsey County.

There will be a separate analysis completed to show which parcels were tax forfeited in prior years but are now taxable. VLAWMO may be able to reassess prior year's SSU fees to these parcels if they were not already collected as part of the tax settlement.

**5. Proposed Pay 2019 Storm Sewer Utility Rates**

- a. Based on a budget of \$826,150.00 for Pay 2019, the new rate is \$46.80 per unit. This is an increase of 10.48% increase over last year. This is less than the 14.98% increase for Pay 2018. This also includes a 0.5% buffer, which is similar to past years to account for future divisions and any additional manual overrides.



**RESOLUTION 05-2015**

Of the Vadnais Lake Area Water Management Organization (VLAWMO)

**August 22, 2018**

The Board of Directors of the Vadnais Lake Area Water Management Organization met in a regular meeting at the Vadnais Heights City Hall on Wednesday, the 22nd day of August, 2018 at 7:00 o'clock p.m.

The following members were present:

The following members were absent:

Resolution 05-2018 was moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_:

**RESOLUTION NO. 05-2018**

**A RESOLUTION APPROVING THE STORMSEWER UTILITY RATES FOR 2016.**

WHEREAS, the 2019 Budget of the Vadnais Lake Area Water Management Organization (VLAWMO) has been approved by the VLAWMO Board of Directors and

WHEREAS, Storm Sewer Utility (SSU) Rule of the Vadnais Lake Area Water Management Organization, has been applied to the properties within the boundary,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION, The SSU Rates for 2019 will be as follows:

<b>Classification</b>	<b>Total Amount</b>	<b>R.E.F.</b>	<b>Rate</b>
Residential 1- 3 units	\$482,367.60	1.00	\$46.80 / Unit
Residential 4 or more	\$31,061.06	2.72	\$67.80 / Acre
Commercial	\$151,377.93	4.23	\$67.80 / Acre
Industrial	\$78,853.90	3.30	\$67.80 / Acre
Institutional	\$68,054.44	3.30	\$67.80 / Acre
Golf courses	\$11,150.76	0.74	\$67.80 / Acre
Agricultural	\$8,012.65	0.25	\$67.80 / Acre
Vacant/Road/RR/Water	\$0	Exempt	\$0.00

The resolution was declared passed and adopted.

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Dan Jones, Chair

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Date

Attest:

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Stephanie McNamara, Administrator

---

Date



800 County Road E East, Vadnais Heights, MN 55127  
www.vlawmo.org  
office@vlawmo.org  
(651) 204-6070

To: The Board of Directors

From: Stephanie McNamara, Administrator

**Re: VI. C. & VI. D. Local Water Plan Approval: Lino Lakes Local Water Management Plan and White Bear Local Surface Water Management Plan**

Local Water Plan updates. Last year at this time VLAWMO finished its 10-year Comprehensive Water Plan with approval from BWSR. Under State statute all of the local (municipal) governments have until December 31, 2018 to update their local water plans to be consistent with the watershed plans. It has the positive effect of insisting cities and watersheds talk to each other about water management, clarifying priorities and setting implementation steps and timelines for reaching our common goals. As VLAWMO, a non-permitting watershed, looks to our municipalities to enforce our standards, it provides a chance to talk about where we have updated our standards and how they are going to ensure those protections are in place. It also gives us a chance to what projects and programs we plan to work on and explore opportunities to partner. VLAWMO is charged with reviewing all six local water plans of the communities within VLAWMO for consistency with the VLAWMO plan.

The local water plan updates for Lino Lakes and White Bear TWP have been received and reviewed by VLAWMO staff. All comments have been sent to the staff of both communities.

**VI. C. Lino Lake Local Water Management Plan (LLLWMP)**

The [Draft LL LWMP](#) is available on the VLAWMO website by clicking on the underlined name. It was reviewed for consistency with the VLAWMO Water Management Plan and minor comments were submitted to Lino Lakes staff and consultants. Lino Lakes staff have provided written agreement that the requested changes will be made pending further comments from Rice Creek WD and Metropolitan Council. The Implementation plan portion of the LWMP has been enhanced and includes the required information. Link: [Draft LL LWMP](#). [http://www.vlawmo.org/files/6915/3444/7847/LinoLakes\\_LWMP\\_JulyDraft2018\\_toVLAWMOreduced.pdf](http://www.vlawmo.org/files/6915/3444/7847/LinoLakes_LWMP_JulyDraft2018_toVLAWMOreduced.pdf)

**Recommendation:** Staff recommends the Board approve the Lino Lakes Local Water Management Plan (resolution 06-2018) conditional upon receipt of a final plan including the requested updates.

#### VI. D. White Bear Township Local Surface Water Management Plan (WBTLWMP)

The Draft WBT LSWMP was reviewed for consistency with the VLAWMO Water Management Plan and minor comments were submitted to White Bear Township staff and consultants. White Bear Township staff have provided written agreement that the requested changes will be made pending further comments from Rice Creek WD and Metropolitan Council. The Implementation plan portion of the LWMP has been enhanced and includes the required information.

Link: [http://www.vlawmo.org/files/4515/3445/0696/DRAFT\\_2018\\_WBT\\_LSWMP\\_072518.pdf](http://www.vlawmo.org/files/4515/3445/0696/DRAFT_2018_WBT_LSWMP_072518.pdf)

**Recommendation:** Staff recommends the approval of the White Bear Township Local Surface Water Management Plan (resolution 07-2018) conditional upon receipt of requested updates.



**Resolution 06-2018**

Of the Vadnais Lake Area Water Management Organization (VLAWMO)

**Approving the Lino Lakes Local Water Management Plan**

The Board of Directors of the Vadnais Lake Area Water Management Organization met in a regular meeting at the Vadnais Heights City Hall on Wednesday, the 22<sup>nd</sup> day of August, 2018 at 7:00 p.m.

The following members were present:

Jones, Lindner, Long, Nyblom, Prudhon, Rafferty

The following members were absent:

Resolution 06-2018 was moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_:

**Whereas**, the VLAWMO is charged the responsibility of reviewing local water plans as identified in Minnesota Statute, Ch. 103B.235, Subd. 3, and

**Whereas**, the Board of the Vadnais Lake Area Water Management Organization has considered the updated Lino Lake Local Water Management Plan (LL LWMP) available on the VLAWMO website, and

**Whereas**, the VLAWMO review has found the updated LL LWMO for consistency with VLAWMO Water Management Plan and provided minor comments to the Lino Lakes, and

**Whereas**, Lino Lakes staff has agreed in writing to complete the updates to LL LWMO,

**Therefore** be it resolved that the Lino Lake Local Water Management Plan, dated July 2018 is approved as consistent with the VLAWMO Comprehensive Water Management Plan by the Vadnais Lake Area Water Management Organization Board of Directors.

Vote: Aye:                      Nay:                              Abstain:

\_\_\_\_\_  
Dan Jones, Chair

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Stephanie McNamara, Administrator

\_\_\_\_\_  
Date



**Resolution 07-2018**

Of the Vadnais Lake Area Water Management Organization (VLAWMO)

**Approving the White Bear Township Local Surface Water Management Plan**

The Board of Directors of the Vadnais Lake Area Water Management Organization met in a regular meeting at the Vadnais Heights City Hall on Wednesday, the 22<sup>nd</sup> day of August, 2018 at 7:00 p.m.

The following members were present:

Jones, Lindner, Long, Nyblom, Prudhon, Rafferty

The following members were absent:

Resolution 07-2018 was moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_:

**Whereas**, the VLAWMO is charged the responsibility of reviewing local water plans as identified in Minnesota Statute, Ch. 103B.235, Subd. 3, and

**Whereas**, the Board of the Vadnais Lake Area Water Management Organization has considered the updated White Bear Township Local Surface Water Management Plan (WBT LSWMP) available on the VLAWMO website, and

**Whereas**, the VLAWMO review has found the updated WBT LSWMP for consistency with VLAWMO Water Management Plan and provided minor comments to the White Bear Township staff, and

**Whereas**, White Bear Township staff has agreed to complete the updates to WBT LSWMP,

**Therefore** be it resolved that the White Bear Township Local Surface Water Management Plan, dated July 2018 is approved as consistent with the VLAWMO Comprehensive Water Management Plan by the Vadnais Lake Area Water Management Organization Board of Directors.

Vote:   Aye:                   Nay:                   Abstain:

\_\_\_\_\_

Dan Jones, Chair

\_\_\_\_\_

Date

Attest:

\_\_\_\_\_

Stephanie McNamara, Administrator

\_\_\_\_\_

Date

To: Board of Directors

From: Tyler Thompson, GIS Watershed Technician

Date: August 15, 2018

Re: **VI. D. Landscape Level 2 Cost Share Grant Application – LL2 2018-01**

Staff has received its first application this year for a Landscape Level 2 Cost Share grant. The grant application is for a 20,000 sq. ft. native plant restoration in a town home association in Vadnais Heights. The hillside is very steep, has poor infiltration, usually burns in the summer and requires irrigation. Once established, the restoration will eliminate the need for irrigation and mowing, and will help to infiltrate water that flows downhill into the yards and storm sewer.

The WHOA is requesting \$7,770 in LL2 grant funding. This covers site preparation and herbicide, seed mix, plug planting, and installation of erosion control blanket. As per grant requirements, **all seed mix and plantings will be native species**. If approved, site preparation will begin this fall and work and plantings will be completed in spring 2019.

It should be noted that Prairie Restorations has also proposed a 3 year maintenance plan around \$3,200, **not included in the grant funding**, that the association will pursue on its own after initial installation and establishment to keep the planting well maintained. This includes proper mowings, plant replacement, and a prescribed burn after the first few years of growth.

**The TEC passed action to recommend the project grant application LL2 2018-01 for approval by the Board, and staff is recommending the same, that the LL2 2018-01 grant be approved for \$7,770 in funding**

