

VLAWMO TECHNICAL COMMISSION MEETING
7:30 AM December 11, 2020

Meeting will be held by Zoom teleconference. Meeting link:
<https://us02web.zoom.us/j/82609413241?pwd=Qy9rcURGb2VPdjB4UkV3VDVyWHA2UT09>

Meeting ID: 826 0941 3241

Passcode: 874971

Dial by location: +1 312-626-6799 US (Chicago)

Action items: ✈

- I. **Call to Order – 7:30am –Chair Gloria Tessier**
- II. **Approval of Agenda**
- III. **Approval of Minutes (November 13, 2020)**
- IV. **Administration & Operations**
 - A. Financial Report for December & authorization for payment – Phil ✈
 - B. 2021 Board-Approved Working Budget- Update from Dec. 9 Board meeting- Phil
- V. **Programs**
 - A. Education & Outreach – Nick
 - 1. 2021 EOP/2020 Survey Results
 - 2. MN Water Stewards ✈
 - 3. Awardee Photos
- VI. **Projects**
 - A. Lambert Lake update – Dawn
 - B. Amelia Lake Surveys – Dawn ✈
 - C. Great River Greening – Dawn
 - D. Pleasant Lake Carp Solutions report - Dawn
 - E. Birch Lake Animal Hospital Variance Request- Brian ✈
 - F. Lower Lambert Ditch #14 Maintenance - Brian
 - G. Update on 12/1 East Goose Lake Neighborhood Conversation kickoff meeting- Phil
- VII. **Commissioner Reports:**
- VIII. **NOHOA**
- IX. **Ramsey Soil & Water Conservation Division:**
- X. **St. Paul Regional Water Services**
- XI. **Public Comment**
- XII. **Next Meetings:** TEC: January 8, 2021
Board of Directors Meeting: December 9, 2020.
- XIII. **Adjourn**



The Vadnais Lake Area Water Management Organization
800 County Road E East, Vadnais Heights, 55127 651-204-6070
Website: www.vlawmo.org; Email: office@vlawmo.org

Vadnais Lake Area Water Management Organization
Technical Commission Minutes
November 13, 2020

Zoom Teleconference Open Meeting:

<https://us02web.zoom.us/j/83828772829?pwd=RzhmTEFRSGdkYnh6ZHd4cW9vNDc3Zz09>

Join by phone: +1-312-626-6799; meeting ID: 838 2877 2829; password: 234257

Commission Members Present:

Gloria Tessier	Chair, Gem Lake (GL)
Jesse Farrell	Vice Chair, Vadnais Heights (VH)
Bob Larson	Treasurer, North Oaks (NO)
Paul Duxbury	White Bear Township (WBT)
Andy Nelson	Lino Lakes (LL)
Terry Huntrods	White Bear Lake (WBL)

Commission Members Absent: Terry Huntrods (WBL)

Others in attendance: Phil Belfiori, Brian Corcoran, Dawn Tanner, Nick Voss, Tyler Thompson (VLAWMO); Kara Ries (NO); Justine Roe (SPRWS); Cha Thao (RSWCD); Ed Shapland; Diane Gorder; Connie Tailon (City of WBL)

- I. **Call to Order** Chair Tessier called the meeting to order at 7:31 am. A roll call was made for attending Commissioners of the electronic meeting: Farrell: present Larson: present Duxbury: present Huntrods: present Nelson: present Tessier: present.
- II. **Approval of Agenda**
The agenda for the November 13, 2020 Technical Commission Meeting was presented and amendment proposed to include item IV. C. Metro INET JPA Consideration and Recommendation under Administration & Operations. Chair Tessier and the Commissioners agreed to the addition. It was moved by Larson and seconded by Duxbury to approve the November 13, 2020 TEC agenda, as amended. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye Huntrods: aye. Motion passed.
- III. **Approval of Minutes**
It was moved by Duxbury and seconded by Farrell to approve the October 9, 2020 meeting minutes, as presented. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
- IV. **Administration & Operations**
 - A. **Financial Report for November & Authorization for Payment**
Belfiori presented the November Financial Report for review and authorization of payments. The budget is tracking where we should be for November. Staff is recommending payment of the November bills.
It was moved by Larson and seconded by Duxbury to approve the November Treasurer's Report and authorization of payments. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
 - B. **November TEC Report to the Board**
Belfiori presented the November 2020 TEC Report to the Board was presented for review and approval.
It was moved by Duxbury and seconded by Larson to approve the November TEC Report to the Board. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
 - C. **Metro INET JPA Consideration and Recommendation**
Belfiori presented that a request came in on 11/12/20 from VLAWMO's IT provider, Metro I-NET, to join into the Organization as a Joint Powers member. Staff knew the request would be coming in, but was unaware when. Given the unique timing of the December VLAWMO Board meeting (on December 9) staff is bringing this for TEC recommendation at this TEC meeting

which then will allow for VLAWMO Board consider at their December meeting (final meeting of 2020).

Discussion: Tessier mentioned that the City of Gem Lake uses Metro I-NET and couldn't be more pleased by their service and budget.

It was moved by Farrell and seconded by Larson to recommend to the Board the joining and signing into the JPA of the Metro I-NET IT network. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

V. Programs

A. Cost Share Program

1. TEC Update after the October 28, 2020 Board Meeting

Thompson updated that at their October 28th meeting, the Board approved the Cost Share Program Policy update, as recommended for approval by the TEC at their October 9th meeting. Staff has been reaching out to member municipalities to scope for 2021 Landscape Level 2 projects, and the updated Program will be ready to go live on January 1st, 2021. There are several interested landowners with site visits conducted the last half of 2020 that would have applicable Landscape Level 1 projects.

B. Education & Outreach

1. Annual Awards: Nominations & Voting

Voss overviewed the 2020 Annual Award nominations, including Ceci Shapland, one of VLAWMO's MN Water Stewards. Voss continued to overview 2 more nominations for the Watershed Partner Award for 2020. Ramsey County Public Works and the City of White Bear Lake were nominated. Voss enabled the Zoom polling for awards. Ceci Shapland was voted to win the Watershed Steward Award, and Connie Tailon was awarded the Watershed Partner Award for 2020.

2. End of Year Surveys

Voss noted that TEC members are invited to participate in 2 end-of-year surveys and for the recognition of TEC, Board, and volunteers for their time and energy in 2020.

VI. Projects

A. Lambert Lake Update

Tanner updated the project is going well, was approved at the October Board meeting, along with additional funding for project engineering assistance and oversight for the project. The UMN project for a biochar filter is behind, but is moving along and planned for implementation in 2021. VLAWMO staff is coordinating.

B. Volunteer/community-engaged-learning workdays

With the nice weather we've had, buckthorn removal has continued at the 4th & Otter site to allow for more hours for the community-engaged learning students.

C. Pleasant Lake carp harvest

Harvest is unlikely for 2020 and will likely take place in 2021, though staff was able to scope potential locations and planning for the to-be-determined harvest.

D. Leadership Tomorrow

Tanner was invited to give a presentation about VLAWMO projects and partnerships at the November Leadership Tomorrow session, where White Bear Lake City Manager Ellen Hiniker also presented.

E. Phragmites Update

Tanner reported that a potential invasive site identified in the 2020 Sucker-Vadnais wetland survey has been confirmed to be native phragmites. It was noted that there are several invasive sites within VLAWMO boundaries.

F. Possible partnership with DNR on East Goose Fish Stocking

Staff has been coordinating with the DNR for potential predator fish stocking in East Goose Lake in spring 2021.

G. VLAWMO Unified Project Maintenance Contract, Natural Shore Technologies

Tanner summarized a maintenance proposal for hiring of Natural Shore Technologies for vegetation management of completed VLAWMO project sites, as they are mandated to be maintained per original grant agreements. This is a unified contract that includes maintenance for 5 sites, totaling \$8,200 for 2021. The City of White Bear Lake will continue to support a maintenance monetary contribution of \$1,000 for the Birch Lake shoreline, and 50% or \$750 for vegetation maintenance of the 4th & Otter IESF site. Staff is recommending the TEC recommend Board approval of the maintenance agreement and contract with Natural Shore Technologies.

Discussion: Gordier noted that North Oaks has had good experience with Natural Shore, and that they provide a great value and responsiveness.

It was moved by Farrell and seconded by Larson to recommend approval to the VLAWMO Board of the VLAWMO Unified Project Maintenance Contract with Natural Shore Technologies for \$8,200 in 2021. Vote: Tessier: aye Farrell: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

VII. Commissioner Reports:

None.

VIII. NOHOA

Gordier voiced her excitement for Ceci Shapland, as well as her congratulations to her. She also noted her appreciation for VLAWMO staff and the work that they do.

IX. Ramsey Soil & Water Conservation Division (RCSWCD) Report

Thao noted that the outlying surveys for Sucker and East Vadnais Lakes are slated to be delivered by the end of the month, and that the RCSWCD is working with for 2021 lake survey proposal on Lake Amelia.

X. St. Paul Regional Water Service (SPRWS) Report

Roe noted that the SPRWS has been able to take advantage of CARES funding for staff needs.

XI. Public Comment

Tailon thanked the TEC for her 2020 award win. The draft White Bear Lake Surface Water Management Plan will be released soon for a 60 day comment period.

XII. Next Meetings

TEC: December 11th, 2020; Board: December 9th, 2020

XII. Adjourn

It was moved by Larson and seconded by Farrell to adjourn at 8:23 am. Vote: Tessier: aye Farrell: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

Minutes compiled and submitted by Tyler Thompson.

TEC Staff Memo – December 2020

IV. Administration & Operations

A. **Financial Report for December** –The December Financial Report is attached in the ePacket for consideration of approval.

B. **December 9, 2020 Board Update Items- 2020 Fund Balance and 2021 Working Budget**

Given unique timing of the Board meeting on December 9, 2020, the following update is pending Board consideration/action at the December 9 Board meeting. Any revisions on the information below as a result of Board action will be discussed at the TEC meeting.

The VLAWMO Board will be considering the fund balance carry over for 2021 at their December 9 meeting. If approved as recommended by the Finance Subcommittee, the final projected “working” budgeted expenditures for 2021 will be \$2,043,059.

To pay these expenditures the projected income for 2021 is made up of: 1) \$1,148,380 VLAWMO generated income (from SSU -\$935,340, and from fund balance carry over \$206,840) and 2) \$894,679 for other outside funding revenue sources (mostly MPCA 319 grant and loan income). The outside funding revenue grant and loan amounts are anticipated to be revised based on the recently approved Lambert Sheet Pile /Meander Project Bids.

V. Programs

A. Education and Outreach:

1. 2021 EOP and 2020 survey results.

The 2021 Education and Outreach Plan is posted online here:

<https://www.vlawmo.org/about/why-water-matters/>

A compressed version of the plan consisting of goals and objectives is included in this month’s staff memos.

2020 survey results are summarized in this month’s staff memo documents and highlights will be presented at the December 11th, 2020 meeting.

2. VLAWMO received two applications for the Minnesota Water Stewards program 2021 training cohort. Interviews were conducted on November 4th, 2020. VLAWMO allocated \$3,000 from Education and Outreach 3.33 – Community Blue to sponsor two applicants in this program. With two new additions, VLAWMO’s Minnesota Water Steward team would

consist of 5 individuals helping to provide valuable education and outreach programming and content.

Action item: Staff recommends approval of Gary Ellis and Sierra Weirens into the MN Water Stewards Program for 2021.

3. Outdoor photos have been taken of VLAWMO's 2020 award recipients according to social distancing guidelines. These photos will be presented at the December, 2020 TEC meeting to celebrate and thank the award recipients for their valuable contributions. Award presentations include:

Ceci Shapland: Watershed Steward Award

Connie Taillon: Watershed Partner Award

Marty Long: VLAWMO Board member commemoration

VI. Projects

A. Lambert Lake Update

SEH and VLAWMO met with Sunram on Dec. 2 to establish procedures. Sunram has begun working with SEH to get silt fencing and other erosion control measures in place.

VLAWMO staff requested authorization from the Board to submit Loan Disbursement Request Forms to MPCA as construction commences and invoices are received. Staff also requested Board authorization to process a loan amendment, if needed, not to exceed the 15% possible change orders approved by the Board in October.

UMN researchers are continuing to work on the final biochar design. Communication and design details are expected the week of the TEC meeting but are not ready at the time of packet preparation.

B. Amelia Lake Surveys

VLAWMO staff requested a quote from RCSWCD for Amelia survey work consistent with SLMP needs for 2021. The quote includes bathymetry, a macrophyte survey, and delineation for Flowering rush, which is an invasive species that has been documented in Amelia Lake previously by USGS and MN DNR. The total for that work is \$5,750. The quote is included in the packet.

Staff request a recommendation from TEC to the Board to fund this survey work for 2021.

C. Great River Greening Update

VLAWMO was notified by Great River Greening during November that the restoration project grant (45 acres in Vadnais-Sucker Park) is fully authorized and signed. Outdoor Heritage funds are being used for the project. Work will start in early 2021. VLAWMO staff will be meeting with Great River Greening ecologists in December to discuss more about project timeframe and specific tasks. We are delighted that this project is going forward after a long pause at the legislature.

D. Pleasant Lake Carp Solutions report

Carp Solutions provided an interim report on the carp project that includes details about biomass estimation and movement between Pleasant and Deep Lakes. It is very interesting and linked on the [VLAWMO website](#).

E. Birch Lake Animal Hospital Variance Request

Birch Lake Animal Hospital in the City of White Bear Lake is requesting a wetland buffer variance to expand their parking lot to better suit their clients and reduce the amount of on-street parking. They are requesting to add 6 additional stalls and relocate the trash/recycling enclosure. The City of White Bear Lake has reviewed and accepted the additional stalls pending the buffer variance decision from the watershed.

As part of the parking stall addition the client is adding an infiltration basin in the front of their building to capture runoff to reduce overall drainage to the wetland.

The wetland on site is a Manage 2 wetland. Buffer setback for a Manage 2 wetland is 30ft with minimum of 24ft. A delineation was approved on 10/12/2020 identifying the wetland boundary. A retaining wall is proposed just outside of the wetland line to reduce grading issues. Trash and recycling enclosure will be approximately 5ft off of wetland line. Dashed lines on plan indicate 30Ft and 24Ft setbacks from wetland line.

Staff recommends approval of wetland buffer variance request for the parking stall addition contingent on installation of infiltration basin.

F. Lower Lambert Ditch 14 Maintenance

Ditch 14 maintenance from East Vadnais Lake to Oak Creek Dr. began 12/2/2020. Project will lower culvert under the Ramsey County trail, remove a concrete weir, and dredge the ditch to the ACSIC elevation. This work is to improve ditch flow and to help reduce up-stream flooding issues. Project should be completed no later than 12/11/2020.

G. Update on 12/1 East Goose Lake Neighborhood Conversation kickoff meeting

Director Jones, other City Council members, and VLAWMO/ City staff attended the East Goose Lake Neighborhood Conversation Meeting with lakeshore residents on December 1. The meeting was kicked off by a welcome statement from Director Jones, followed by an overview of the East Goose Adaptive Lake Management program and finally the meeting completed with a facilitated input session focused on gathering input on the four management areas within the ALM program: Fish Management, Vegetation Management, Subwatershed BMP's and Internal Load Management. Overall the meeting was productive with numerous questions and valuable input provided. See the December 1 Neighborhood meeting at this link (including the powerpoint slides): <https://www.vlawmo.org/waterbodies/east-goose-lake/> A hardcopy input response form has been sent to all lakeshore owners to collect more detailed input to the facilitated input questions identified at the Dec. 1 meeting. Input received at the neighborhood meeting and gathered from the input response form will be compiled/ analyzed and synthesized.

December 2020 VLAWMO Finance Report

December-20		Actual 12/1/20	Actual to Date	2020 Budget	2019 carry over/Grants	Remaining in Budget	2020 Available	Act vs. Budget
BUDGET #	INCOME							
5.11	Storm Water Utility	\$389,017	\$891,755	\$890,800	\$0	(\$955)	\$890,800	100%
5.12	Service Fees	\$0	\$600	\$200	\$0	(\$400)	\$200	300%
5.13	Interest + mitigation acct	\$19	\$4,236	\$5,000	\$0	\$764	\$5,000	85%
5.14	Misc. income - WCA admin & other	\$100	\$5,250	\$3,000	\$0	(\$2,250)	\$3,000	175%
5.15	Other Income Grants	\$48,800	\$144,612	\$0	\$0	(\$144,612)	\$0	
5.16	Transfer from reserves	\$0	\$350,000	\$0	\$0	(\$350,000)	\$0	
	TOTAL	\$437,936	\$1,396,453	\$899,000	\$0	(\$497,453)	\$899,000	155%

EXPENSES								
3.1	Operations & Administration							
3.110	Office - rent, copies, post tel supplies	\$2,074	\$23,875	\$25,200	\$0	\$1,325	\$25,200	95%
3.120	Information Systems	\$0	\$13,116	\$20,000	\$2,000	\$8,884	\$22,000	60%
3.130	Insurance	\$0	\$6,352	\$5,800	\$0	(\$552)	\$5,800	110%
3.141	Consulting - Audit	\$0	\$6,893	\$6,700	\$0	(\$193)	\$6,700	103%
3.142	Consulting - Bookkeeping	\$0	\$0	\$1,500	\$0	\$1,500	\$1,500	0%
3.143	Consulting - Legal	\$318	\$1,333	\$4,000	\$2,500	\$5,167	\$6,500	21%
3.144	Consulting - Eng. & Tech.	\$0	\$4,153	\$30,000	\$0	\$25,847	\$30,000	14%
3.150	Storm Sewer Utility	\$4,375	\$8,940	\$14,000	\$0	\$5,060	\$14,000	64%
3.160	Training (staff/board)	\$0	\$690	\$4,500	\$1,500	\$5,310	\$6,000	12%
3.170	Misc. & mileage	\$93	\$3,954	\$5,500	\$800	\$2,346	\$6,300	63%
3.191	Administration - staff	\$26,616	\$365,473	\$347,200	\$50,000	\$31,727	\$397,200	92%
3.192	Employer Liability	\$7,023	\$98,309	\$89,600	\$12,000	\$3,291	\$101,600	97%
3.2	Monitoring and Studies							
3.210	Lake and Creek lab analysis	\$0	\$13,028	\$22,000	\$10,000	\$18,972	\$32,000	41%
3.220	Equipment	\$0	\$276	\$4,000	\$0	\$3,724	\$4,000	7%
3.230	Wetland assessment & management	\$0	\$17,549	\$10,000	\$0	(\$7,549)	\$10,000	175%
3.3	Education and Outreach							
3.310	Public Education	\$0	\$2,500	\$8,500	\$1,000	\$7,000	\$9,500	26%
3.320	Marketing	\$128	\$2,476	\$7,500	\$0	\$5,024	\$7,500	33%
3.330	Community Blue Ed Grant	\$3,000	\$12,012	\$10,000	\$2,000	(\$12)	\$12,000	100%
<i>Total Core functions: Ops, Monitoring, Education</i>		\$43,627	\$580,929	\$616,000	\$81,800	\$116,871	\$697,800	83%

Capital Improvement Projects and Programs								
3.4	Subwatershed Activity							
3.410	Gem Lake	\$0	\$0	\$0	\$0	\$0	\$0	
3.420	Lambert Creek	\$519	\$93,534	\$120,000	\$63,275	\$89,741	\$183,275	51%
3.425	Goose Lake	\$0	\$41,444	\$60,000	\$150,316	\$168,872	\$210,316	20%
3.430	Birch Lake	\$0	\$152,954	\$10,000	\$39,067	(\$103,887)	\$49,067	312%
3.440	Gilf Black Tam Wilk Amelia	\$1,721	\$19,134	\$30,000	\$50,000	\$60,866	\$80,000	24%
3.450	Pleasant Charley Deep	\$0	\$20,666	\$10,000	\$9,000	(\$1,666)	\$19,000	109%
3.460	Sucker Vadnais	\$0	\$17,664	\$12,000	\$10,000	\$4,336	\$22,000	80%
3.48	Programs							
3.481	Landscape 1	\$2,000	\$25,278	\$24,000	\$11,500	\$10,222	\$35,500	71%
3.482	Landscape 2	\$0	\$22,621	\$20,000	\$11,361	\$8,740	\$31,361	72%
3.483	Project Research & feasibility	\$0	\$9,725	\$0	\$0	(\$9,725)	\$0	#DIV/0!
3.470	Facilities Maintenance	\$1,500	\$4,625	\$5,000	\$29,176	\$29,551	\$34,176	14%
3.5	Regulatory							
3.510	Engineer Plan review	\$0	\$60	\$2,000	\$0	\$1,940	\$2,000	3%
Total CIP & Program		\$5,740	\$407,705	\$293,000	\$373,695	\$258,990	\$666,695	61%
Total of Core Operations & CIP		\$49,367	\$988,634	\$909,000	\$455,495	\$375,861	\$1,364,495	72%

Fund Balance	11/1/2020	12/1/2020
4M Account	\$153,511	\$68,700
4M Plus Savings	\$424,060	\$424,077
Total	\$577,571	\$492,778

Restricted funds	12/1/2020
Mitigation Savings	\$21,036
Term Series (3/28/19)	\$0

December 2020 VLAWMO Finance Report

Vadnais Lake Area Water Management Orga
Profit & Loss
November 14 through December 11, 2020

11:49 AM

12/02/2020

Cash Basis

Nov 14 - Dec 11, 20

Ordinary Income/Expense		
Income		
Misc.	100.00	
5.1 · Income		
5.11 · Storm Water Utility	389,016.98	
5.13 · Interest	19.41	
5.15 · Other Income Grants		
Birch Lake	48,800.00	
Total 5.15 · Other Income Grants	48,800.00	
Total 5.1 · Income	437,836.39	
Total Income	437,936.39	
Gross Profit		437,936.39
Expense		
3.1 · Administrative/Operations		
3.110 · Office		
Copies	15.18	
Phone/Internet/Machine Overhead	275.00	
Postage	181.25	
Rent	1,540.00	
Supplies	62.50	
Total 3.110 · Office	2,073.93	
3.143 · Legal	318.40	
3.150 · Storm Sewer Utility	4,375.00	
3.170 · Misc. & mileage	93.42	
3.191 · Employee Payroll		
payroll	26,616.04	
Total 3.191 · Employee Payroll	26,616.04	
3.192 · Employer Liabilities		
Admin payroll processing	44.92	
Administration FICA	1,874.69	
Administration PERA	1,996.20	
Insurance Benefit	3,107.04	
Total 3.192 · Employer Liabilities	7,022.85	
Total 3.1 · Administrative/Operations	40,499.64	
3.3 · Education and Outreach		
3.320 · Marketing	128.00	
3.330 · Community Blue Education Grant	3,000.00	
Total 3.3 · Education and Outreach	3,128.00	
3.4 · Capital Imp. Projects/Programs		
3.420 · Lambert Creek Restoration		
Ditch authority	83.84	
LL VLAWMO cash match	434.76	
Total 3.420 · Lambert Creek Restoration	518.60	

December 2020 VLAWMO Finance Report

3.440 · Gilfillan Black Tamarack Wilkin	1,721.30
3.470 · Facilities & Maintenance	<u>1,500.00</u>
Total 3.4 · Capital Imp. Projects/Programs	3,739.90
3.48 · Programs	
3.481 · Landscape 1 - cost-share	<u>2,000.00</u>
Total 3.48 · Programs	2,000.00
Total Expense	49,367.54
Net Ordinary Income	388,568.85
Net Income	<u><u>388,568.85</u></u>

December 2020 VLAWMO Finance Report

Vadnais Lake Area Water Management Organization Check Detail

11:42 AM

12/02/2020

November 14 through December 11, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check eft		12/02/2020	Reliance Standard		Checking - 1987		-201.70
				Insurance Benefit		-201.70	201.70
TOTAL						-201.70	201.70
Check eft		12/05/2020	further		Checking - 1987		-5.00
				Insurance Benefit		-5.00	5.00
TOTAL						-5.00	5.00
Check	5056	12/11/2020	Nicholas Voss		Checking - 1987		-15.65
				3.170 · Misc. & mileage		-12.65	12.65
				3.320 · Marketing		-3.00	3.00
TOTAL						-15.65	15.65
Check	5057	12/11/2020	Dawn Tanner		Checking - 1987		-51.75
				3.170 · Misc. & mileage		-51.75	51.75
TOTAL						-51.75	51.75
Check	5058	12/11/2020	Tyler J Thompson		Checking - 1987		-73.54
				3.170 · Misc. & mileage		-11.04	11.04
				Supplies		-62.50	62.50
TOTAL						-73.54	73.54
Check	5059	12/11/2020	Brian Corcoran		Checking - 1987		-101.82
				3.170 · Misc. & mileage		-17.98	17.98

December 2020 VLAWMO Finance Report

	Ditch authority	-83.84	83.84
TOTAL		-101.82	101.82
Check 5060 12/11/2020 FirstService Residential	Checking - 1987		-2,000.00
	3.481 · Landscape 1 - cost-share	-2,000.00	2,000.00
TOTAL		-2,000.00	2,000.00
Check 5061 12/11/2020 Ehlers & Associates, Inc.	Checking - 1987		-4,375.00
	3.150 · Storm Sewer Utility	-3,500.00	3,500.00
	3.150 · Storm Sewer Utility	-875.00	875.00
TOTAL		-4,375.00	4,375.00
Check 5062 12/11/2020 Department of Corrections	Checking - 1987		-1,500.00
	3.470 · Facilities & Maintenance	-1,500.00	1,500.00
TOTAL		-1,500.00	1,500.00
Check 5063 12/11/2020 SEH	Checking - 1987		-2,156.06
	3.440 · Gilfillan Black Tamarack Wilkin	-1,721.30	1,721.30
	LL VLAWMO cash match	-434.76	434.76
TOTAL		-2,156.06	2,156.06
Check 5064 12/11/2020 impressive print	Checking - 1987		-95.00
	3.320 · Marketing	-95.00	95.00
TOTAL		-95.00	95.00
Check 5065 12/11/2020 Hisdahl's Trophies	Checking - 1987		-30.00
	3.320 · Marketing	-15.00	15.00
	3.320 · Marketing	-15.00	15.00
TOTAL		-30.00	30.00

December 2020 VLAWMO Finance Report

	Check 5066 12/11/2020 Freshwater Society		Checking - 1987	-3,000.00
			3.330 · Community Blue Education Grant	-3,000.00 3,000.00
TOTAL			-3,000.00	3,000.00
	Check 5067 12/11/2020 City of Vadnais Heights		Checking - 1987	-2,011.43
			Rent	-1,540.00 1,540.00
			Phone/Internet/Machine Overhead	-200.00 200.00
			Phone/Internet/Machine Overhead	-75.00 75.00
			Postage	-181.25 181.25
			Copies	-15.18 15.18
TOTAL			-2,011.43	2,011.43
	Check 5068 12/11/2020 City of White Bear Lake		Checking - 1987	-33,432.19
			payroll	-26,616.04 26,616.04
			Administration FICA	-1,874.69 1,874.69
			Administration PERA	-1,996.20 1,996.20
			Insurance Benefit	-2,900.34 2,900.34
			Admin payroll processing	-44.92 44.92
TOTAL			-33,432.19	33,432.19
	Check 5069 12/11/2020 Kennedy & Graven, Chartered		Checking - 1987	-318.40
			3.143 · Legal	-318.40 318.40
TOTAL			-318.40	318.40

December 2020 VLAWMO Finance Report

Vadnais Lake Area Water Management Organization Custom Transaction Detail Report October 1 through December 1, 2020

11:33 AM

12/02/2020

Accrual Basis

	Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Oct 1 - Dec 1, 20										
	Credit Card Charge	10/05/2020		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	36.00	36.00
	Credit Card Charge	10/09/2020		adobe *photography plan		US Bank CC		Software	9.99	45.99
	Transfer	10/20/2020			Funds Transfer	US Bank CC		Checking - 1987	-1,429.20	-1,383.21
	Credit Card Charge	10/24/2020		Zoom	subscription	US Bank CC		3.320 · Marketing	1.10	-1,382.11
	Credit Card Charge	10/26/2020		Adobe "Creative Cloud		US Bank CC		Software	32.20	-1,349.91
	Credit Card Charge	10/26/2020		Zoom	subscription	US Bank CC		3.320 · Marketing	16.09	-1,333.82
	Credit Card Charge	11/03/2020		Google*SVCAPPS_VLAWM		US Bank CC		WEB	36.00	-1,297.82
Oct 1 - Dec 1, 20									<u>-1,297.82</u>	<u>-1,297.82</u>

Evaluation of how 2020 goals and their underlying objectives brought about the Education and Outreach Plan (EOP) Desired Outcomes

EOP Desired Outcomes

EOP Goals

		1: Have a citizenry that understands natural resource protection and responsible use	2: to observe citizens demonstrating watershed protection behaviors	3: To observe resident volunteers educating their fellow citizens	4: To confirm that MS4 partners are collaborating, using resources, and making progress on MS4/SWPPP reports	5: To have active programs and partnerships that foster participation, relevant to residents and VLAWMO alike.	6: To observe evidence that VLAWMO communities are knowledgeable and engaged in VLAWMO's direction, policies, meetings, and projects.
Professional Support	1: VLAWMO provides assistance in MS4 permitting				4 of 6 MS4's collaborated with in 2020 for MCM#1, 3 of 6 for MCM #2	No 2020 engagements or reported improvements related to staff MS4 training	3 of 6 MS4's engaged in new MS4 permit planning
	2: Key personnel have continued to advance their knowledge of water and related natural resources.	Effort discontinued due to COVID-19					
Formal Education	3: Place-based watershed education that applies to multiple age demographics.					Junior Watershed Explorer Workbook: 5 classroom engagements, 12 family/ home school engagements	
	4: Schools have established and maintained stormwater BMP's embracing educational value.		One school raingarden maintained independently				
Informal Education / Interpretation	5: Community members are educated on VLAWMO water issues and projects.	103 public participants in 2020 education webinars. 5 picture post phenology sites active in 2020.	40 new adopt-a-drain adoptions in 2020			40 new email registrations on VLAWMO email list, 11,000 website visits in 2020.	25 public participants in info-webinars related to VLAWMO capital improvement projects (CIP)
	6: Community members utilize watershed knowledge to act on watershed issues with help from VLAWMO's tools and resources.	65% reported increase in watershed stewardship activities from 2020 end-of-year survey	1 BMP install from workshop attendance, 6 cost-share consult site visits	5 workshop attendees participated with VLAWMO outside of cost-share program and into volunteering			
	7: Appreciation for local natural resources is established, fostering ecological awareness and community reflection.	Kare 11, Local SCC TV segments aired					
	8: A continually growing volunteer base that learns and leads.	6 mactoinvertebrate leaf pack monitoring packs completed, 4 volunteers active	Four public raingardens maintained, 8 volunteers. 8 invasive species work days with 27 volunteers	3 volunteers acted in leader positions in 2020, serving in 5 leadership roles collectively		6 of 12 VLAWMO lakes monitored for Aquatic Invasive Species (AIS) in 2020	
	9: A water-focused congruency between community groups and agendas exists in VLAWMO.	102 public participants from Community Blue program					3 partnership projects complete with partner organizations and Community Blue program

2020/2021

Education & Outreach Update

Nick Voss

Education & Outreach Coordinator

12/11/2020



2020 Summary



- 3 Community Blue Programs: One Pre-COVID-19
- 6 Public events: Adapted for social distancing
- 2 Information webinars: VLAWMO Capital Improvement Projects
- 372 volunteer hours
- 1,200 volunteer hours including BOD and TEC investment
- 9 Pre-COVID-19 or COVID-19 adapted workshops
- 223 workshop/webinar participants
- 1 MS4/City event: Pre-COVID-19



See full 2020 Education/Outreach Report for more details:
www.vlawmo.org/about/why-water-matters

2020 Summary: Goal Review



MS4



Volunteers



Public Education



Public Action



Community Connections



**Key Personnel:
TEC, BOD**



School Education



School Participation

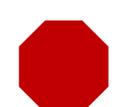


Natural Resource Connections

**5 out of 9
goals
accomplished
in 2020**

 **Completed/nearly complete**

 **Partially completed**

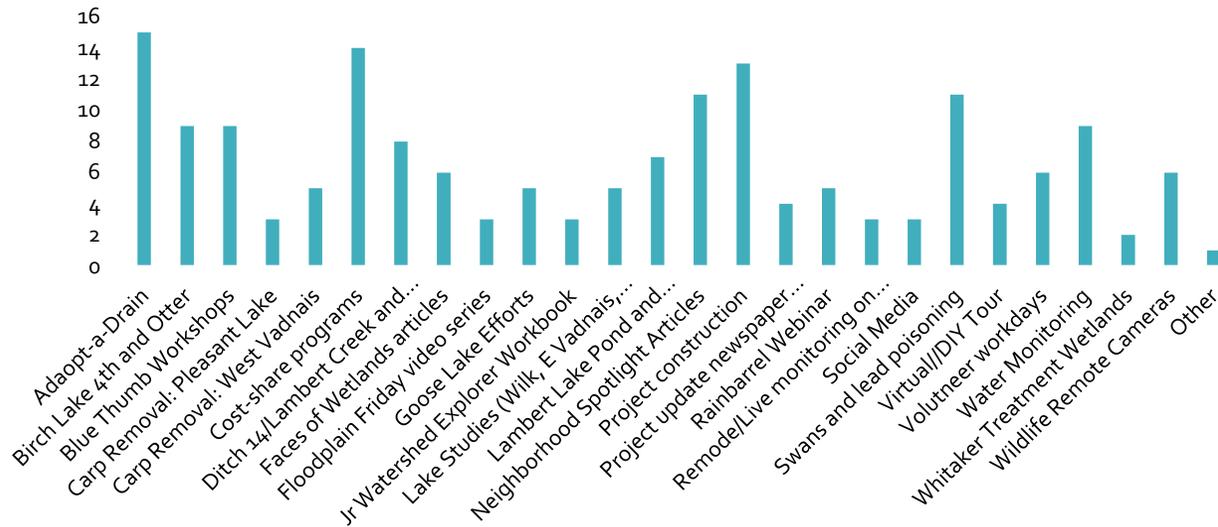
 **Incomplete/
COVID-19 Prevention**

2020 Survey Results

N=29



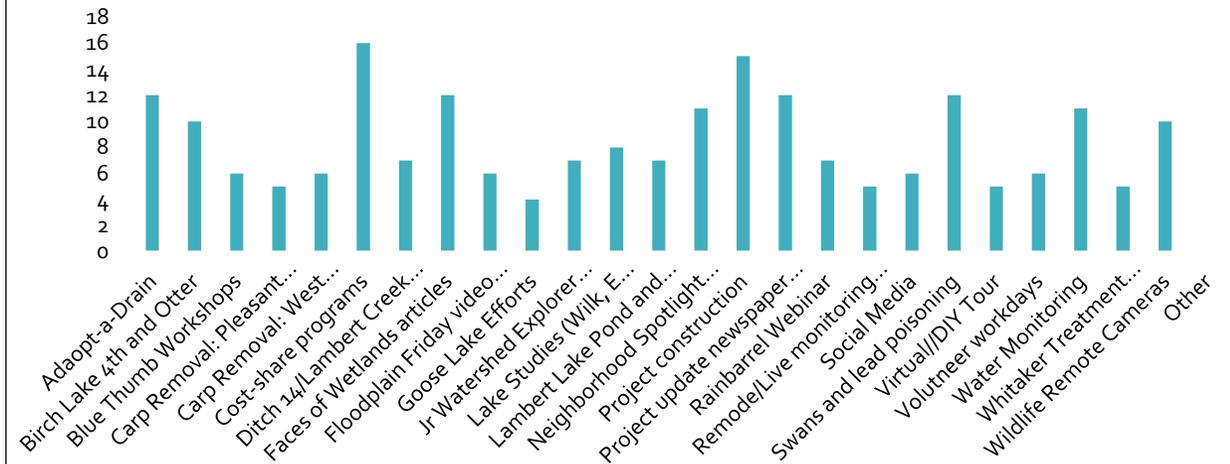
What VLAWMO initiatives were you aware of in 2020?



Top Results: Awareness

- Adopt-a-Drain
- Cost-share programs
- Project construction
- Swans/lead poisoning
- Neighborhood spotlight articles

What VLAWMO initiatives do you think are most important for water resources?



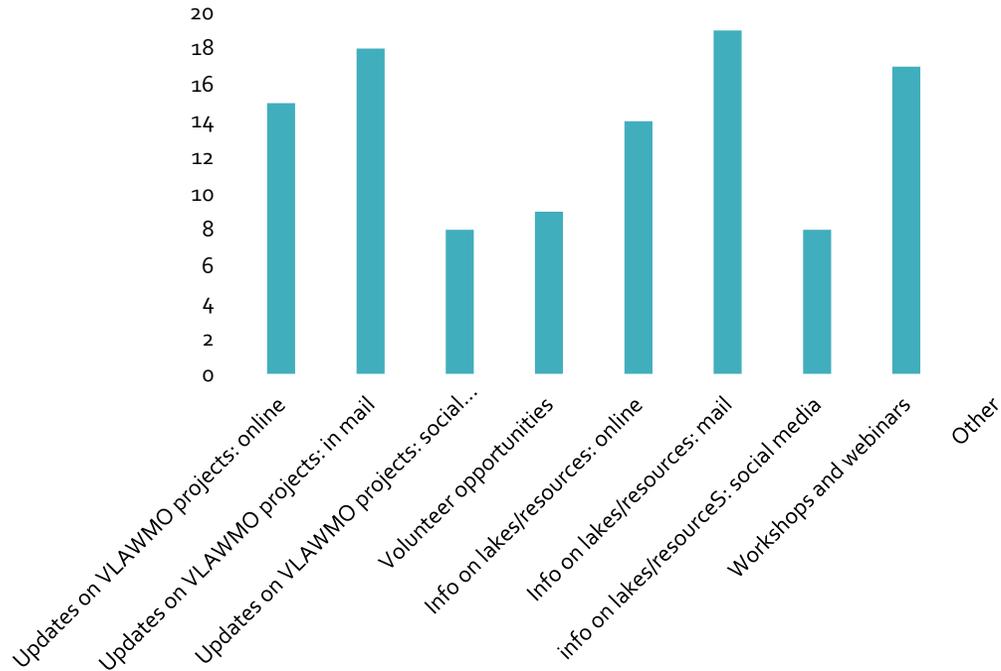
Top Results: Importance

- Cost-share programs
- Project construction
- Project updates
- Swans/lead poisoning
- Adopt-a-Drain, wetland and neighborhood spotlight articles

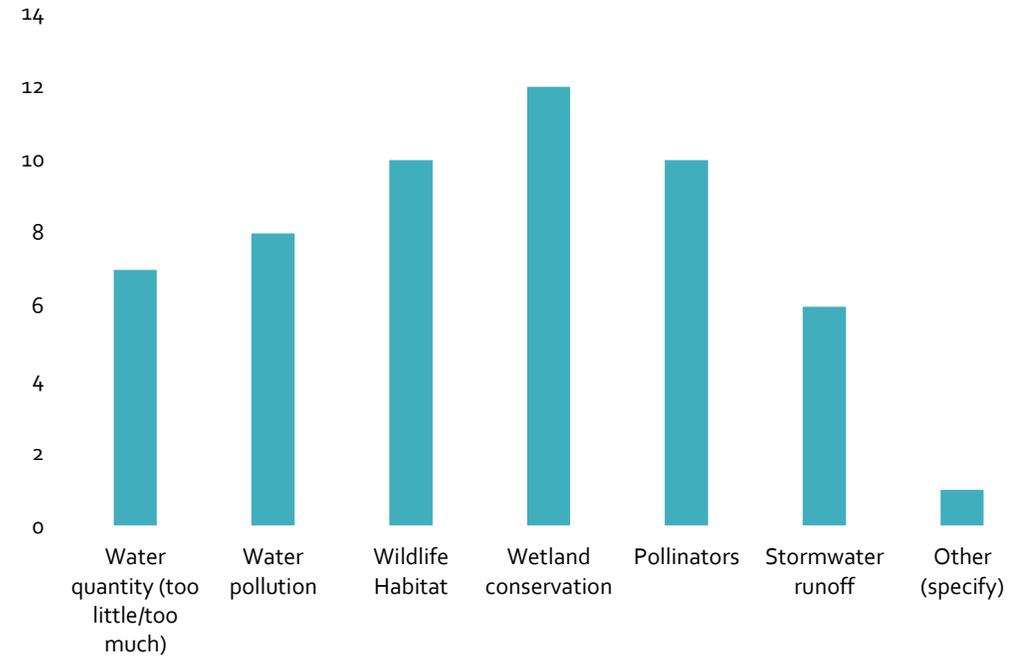
2020 Survey Results N=29



What would be an effective way to increase your familiarity of water resources?



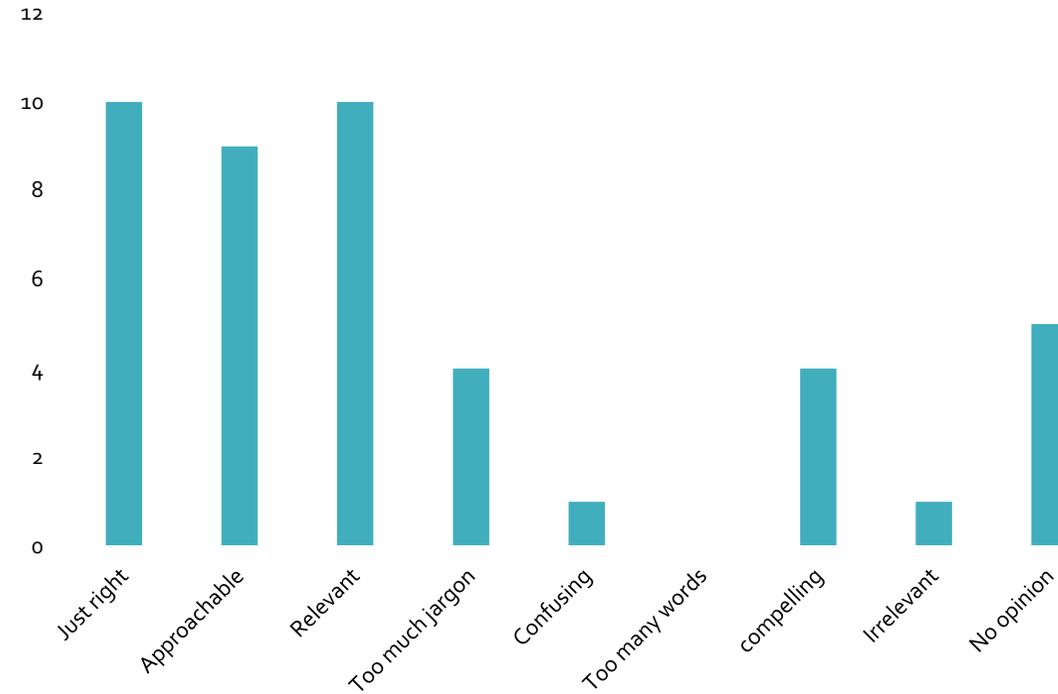
Which of these is most important to you?



2020 Survey Results N=29



What is your impression of VLAWMO's 2020 outreach?



2020 Summary: Goal Review



Additional takeaways:

- Value of hardcopy mailings
- 3 of 5 “most important topics” from public survey match VLAWMO and BOD emphasis
- COVID-19 era increase in website use, inform new website development
- Cost-share/Education measurement difficulty:
 - Workshop attendees lean DIY
 - Grant applicants largely not from workshops, but general outreach
 - Workshop attendees increasing in volunteer, citizen science engagements



Partnership Programs



ADOPT
A STORM
DRAIN



Adopt-a-Raingarden:
Schools, congregations, public



your yard
CAN BEE
the **CHANGE**
#Lawns2Legumes



**Aquatic Invasive
Species (AIS)
Monitoring:**
Ramsey County



picture post

2021: New Structures

Attachment 2

Capital Improvement Campaigns:

- Tie E/O efforts more closely to VLAWMO core programs
2021: Lambert Lake Pond/Ditch 14 education, East Goose Lake

MS4 Partnerships:

- Develop and assist member Cities/Township in requirements from the MN Pollution Control Agency (MPCA)
- Topics such as illicit discharge, smart salting, pet waste, best management practice (BMP) maintenance and installation
- Increased support in member community Joint Powers Agreements (JPA)
Following the new (Nov, 2020) MS4 General Permit

2021 Goals

Prioritized strategy levels:

- High, intermediate, and low levels to structure staff time and workload

High priority strategies

High priority strategies that receive primary focus in content creation, planning, and implementation.

Goals: Capital Improvement Campaigns, Goal 1

Intermediate priority strategies

A segue between long and short term results, requiring intentional planning yet produces tangible results.

Goals: 2, 3, 4, 5

Low Strategies

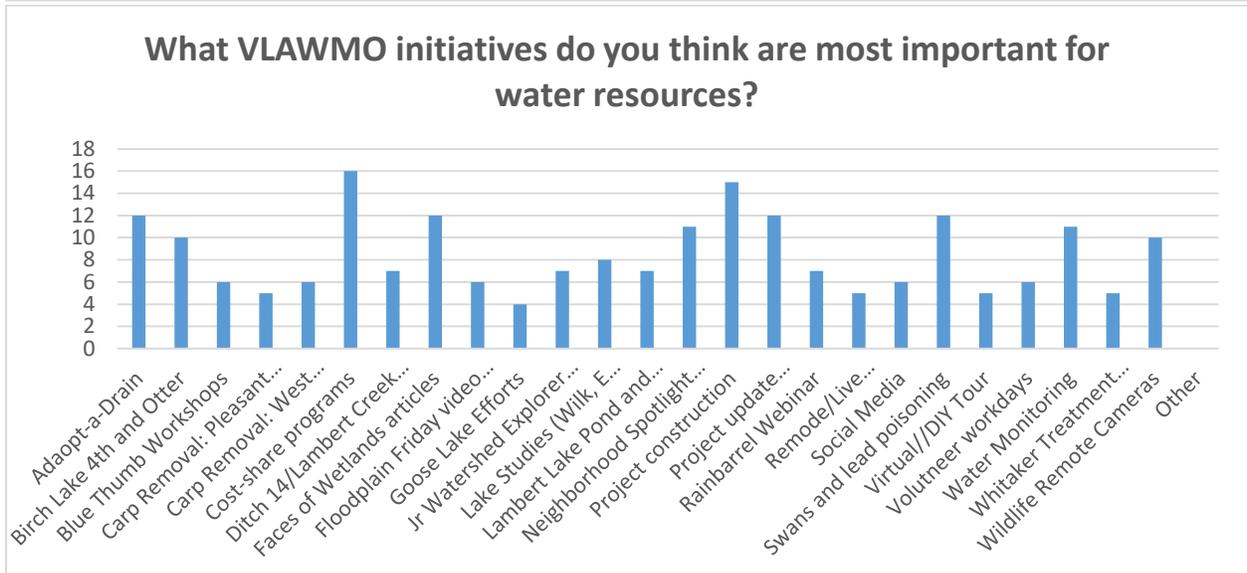
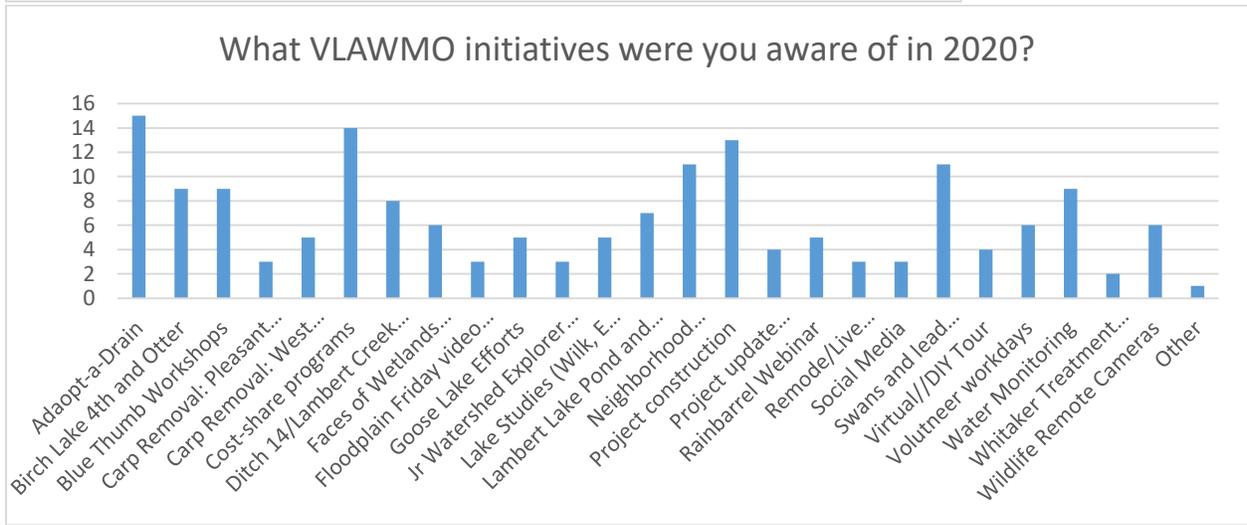
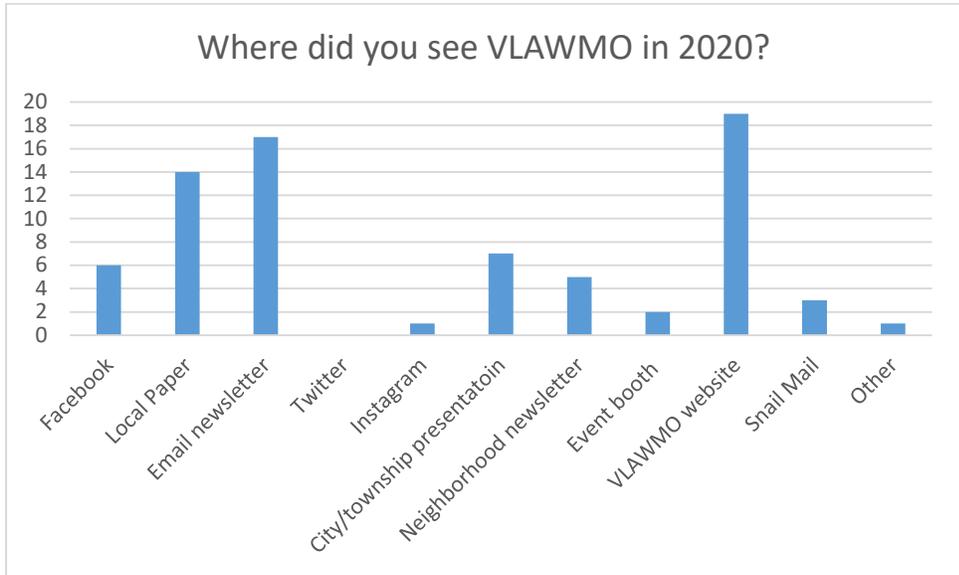
Quickly accessible, short-term oriented, and self-perpetuating resources. Participation shifts to public participation and volunteers as the active agents.

Goals: 6, 7, 8

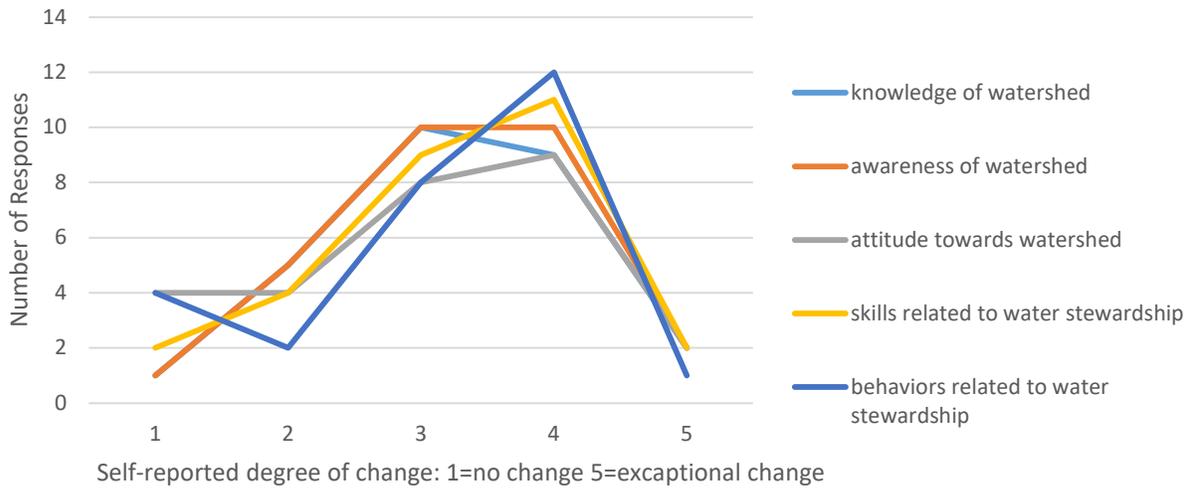
2020 Survey Results

Education and Outreach Review

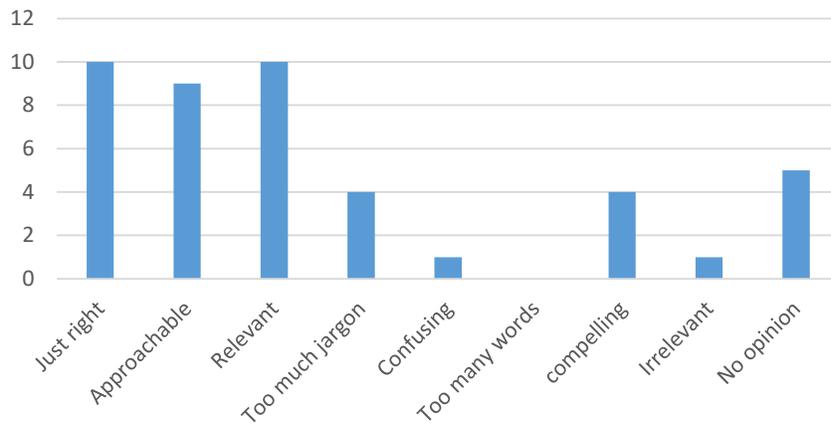
Responses: N=29



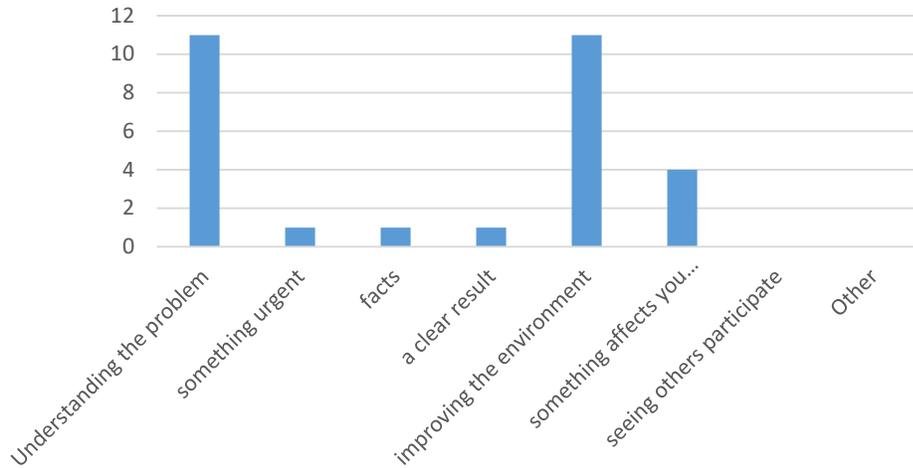
How did VLAWMO's outreach change the following categories for you?



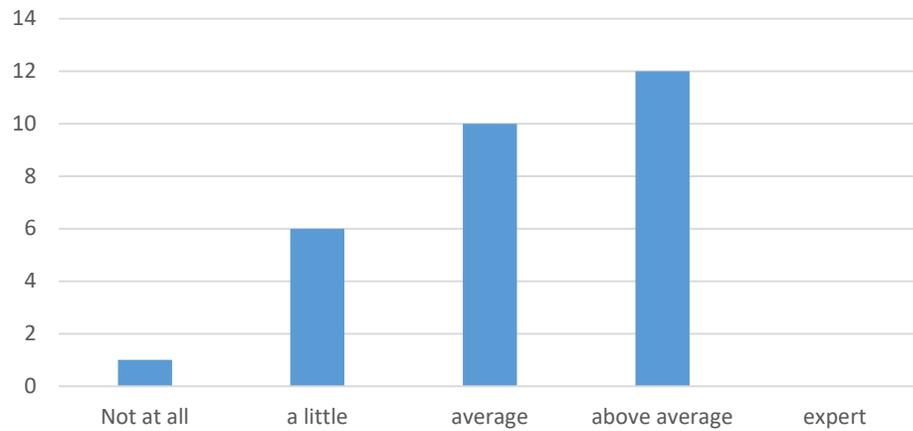
What is your impression of VLAWMO's 2020 outreach?



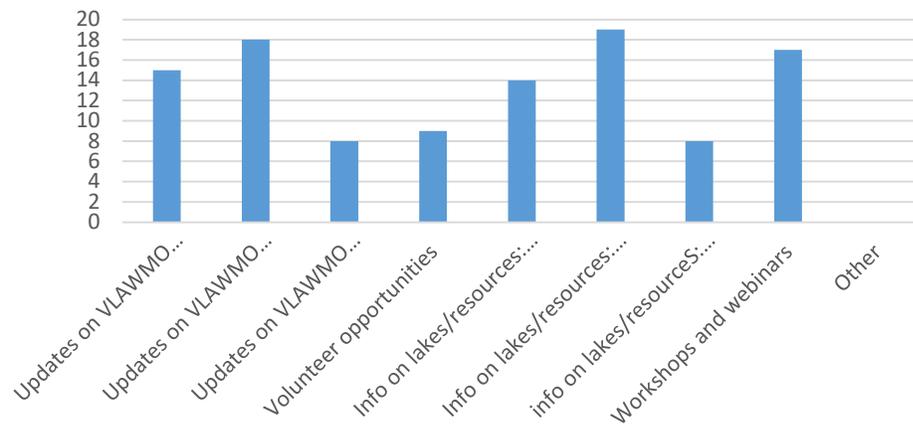
What most inspires you to take action?



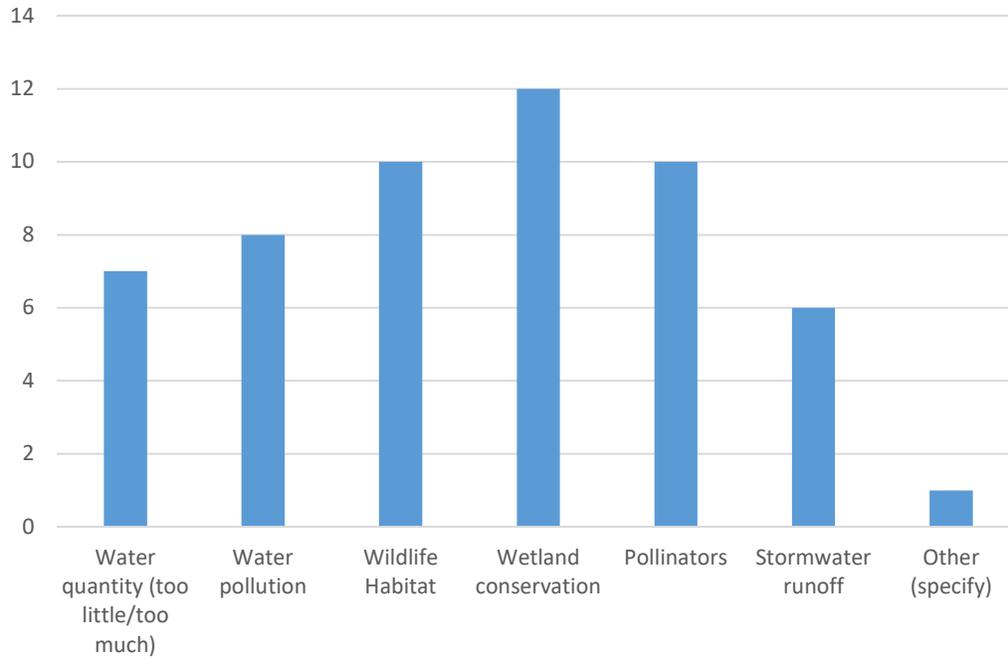
How familiar are you with local water issues, topics, and quality?



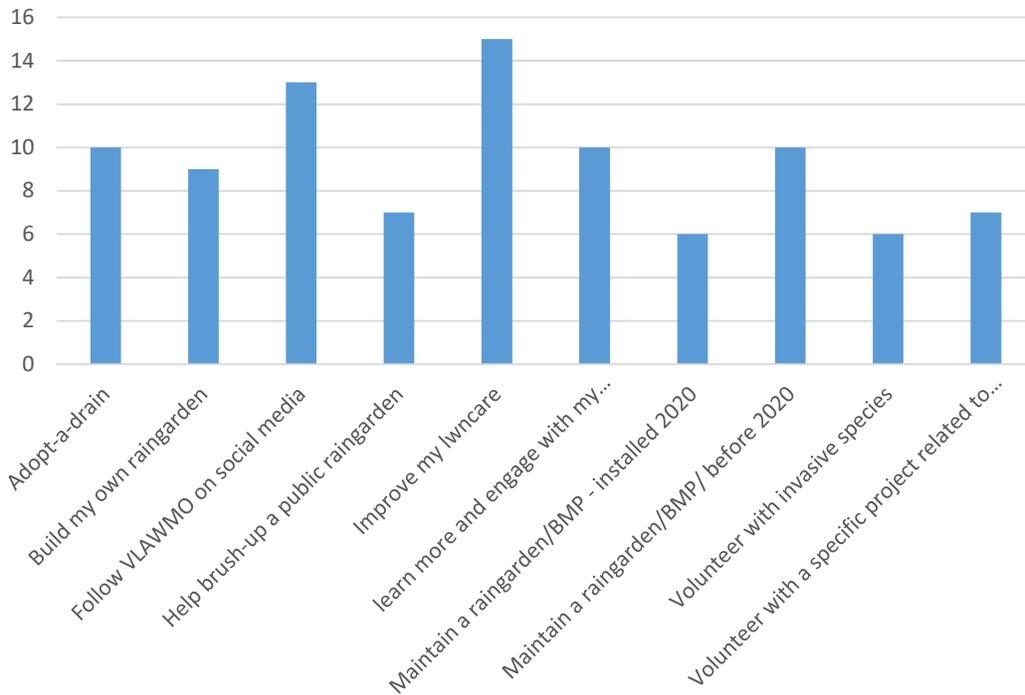
What would be an effective way to increase your familiarity of water resources?



Which of these is most important to you?



What are you willing to do for the watershed in 2021?



2.1 Desired Results, Measurable Outcomes

How is the Education and Outreach Plan Measured?

The following goals and objectives function as the fulfillment of the VLAWMO Water Plan Priority Issue #3: Need for education and outreach. The desired results portray VLAWMO’s vision of what that education and outreach will ideally look like as long-term results. Some objectives are especially relevant to this or other priority issues, these are included in parenthesis after the objectives, phrased as “(PI #-#-#)”.

Desired Results: *“Through the EOP, VLAWMO desires to...”*

Listed according to priority.

1. To complete annual Capital Improvement Campaigns; specific education efforts related to VLAWMO projects including outreach, communication, and stakeholder engagement.
2. To confirm that MS4 partners are using VLAWMO MS4 resources and are striving to improve their MS4 permits and SWPPP reports according to the full scope of the current MS4 permit.
3. To maintain active, relevant outreach that fosters participation with VLAWMO’s cost-share and volunteer programs, in addition to member community partnerships.
4. Witness a citizenry that grapples with the complexity of water resources, culture, and climate change, and advocates for solutions that promote long-term stewardship of resources.
5. To observe resident volunteers educating and being educated by their peers, utilizing knowledge and skills related to stormwater, watersheds, and water quality.
6. To observe citizens demonstrating watershed protection behaviors.

2.1 High Priority Strategies

Capital Improvement Project Campaigns: 2021

Goose Lake Adaptive Lake Management

Goal: Compliment the Goose Lake Adaptive Management project with accurate documentation, stakeholder engagement, and relevant supplementary education.

- Facilitate staff planning for presentations: Set agendas, schedule meetings and consultations, ensure meeting outcomes are delivered, follow-up as needed.
- Design and launch a stakeholder survey that integrates with Adaptive Lake Management efforts and relates to all stakeholder representations.
- Coordinate a minimum of two introductory stakeholder meetings: PowerPoints, agendas, communications, follow-up for outcomes.
- Design and implement integrative education and outreach content with COVID-era adaptations.

Desired result: #1 **Priority issue:** #1, 5, 6 **Target audience:** Public: At large, workshops, events, businesses, homeowners/lake association

Lambert Lake Pond and Meander / Ditch Education

Goal: Compliment the Lambert Lake Pond and Meander project with documentation and relevant education on ditch history, wetlands, and stream and floodplain function.

- Provide monthly updates with photos and links on project web page:
vlawmo.org/lambertlakepondandmeander
- Maintain ditch management communications informed by local policies, studies, and ditch and drainage education.
- Complete a complimentary outreach series utilizing construction footage, drone footage, and background information on ponds, ditches in context of ecosystem health, and creek meanders. Utilize newspaper, website, and social media (using #LambertCreekVH).
- Distribute hardcopy mailings (letters, postcards) containing construction and upcoming webinar updates to residents. Mailing list of 267 properties, mailing occurrence dependent on project status and progress.
- Facilitate questions and address concerns between staff, the public, and City officials. Coordinate communications informed by feedback, maintain a Frequently Asked Questions section on the Lambert Pond and Meander project webpage.

Desired outcome: #1 **Priority issue in focus:** #1, 5 **Target audience:** Public: At large, homeowners assc.

2.1 High Priority Strategies

Professional Support: MS4 permit support

Goals

1. VLAWMO will support partner Cities and Townships in making progress in their MS4's.
 - A. VLAWMO will conduct a 2021 needs assessment with each MS4 community based on 2020 MS4 permit and SWPPP evaluation: <https://www.pca.state.mn.us/sites/default/files/wq-strm4-49a.pdf>
 - Emphasis on Minimum Control Measures 1, 2, 3, and 6.
 - Minimum Control Measures 4 and 5 assessed separately and collaborated on according to need and VLAWMO resource availability.
 - B. Each MS4 in VLAWMO will utilize VLAWMO for assistance under **Minimum Control Measure #1 (Education and Outreach)**:
 - Partner Cities and Townships retain compliance based on part 16 in the 2020 MS4 General Permit: <https://www.pca.state.mn.us/sites/default/files/wq-strm4-94a.pdf>
 - VLAWMO creates and pulls from existing resources to provide theme-specific and municipality-specific content to support MCM #1.
 - C. Each MS4 in VLAWMO will utilize VLAWMO for assistance under **Minimum Control Measure #2 (Public Participation/Involvement)**:
 - Partner Cities and Townships retain compliance based on part 17 in the 2020 MS4 General Permit: <https://www.pca.state.mn.us/sites/default/files/wq-strm4-94a.pdf>
 - Becoming a member of Adopt-a-Drain and working with VLAWMO in program promotion and implementation.
 - Promote or host storm drain clean-up events and/or trash pick-up events.
 - Collaborate with VLAWMO in hosting and promoting an annual raingarden, native plant, groundcover, shoreline restoration, or BlueThumb-sponsored workshop.
 - D. Each MS4 in VLAWMO will utilize VLAWMO for assistance under **Minimum Control Measure #3 Illicit Discharge Detection and Elimination (IDDE)**:
 - Partner Cities and Townships retain compliance based on part 18 in the 2020 MS4 General Permit: <https://www.pca.state.mn.us/sites/default/files/wq-strm4-94a.pdf>
 - E. Each MS4 in VLAWMO will utilize VLAWMO for assistance under **Minimum Control Measure #6 Good Housekeeping**
 - Partner Cities and Townships retain compliance based on part 21 in the 2020 MS4 General Permit: <https://www.pca.state.mn.us/sites/default/files/wq-strm4-94a.pdf>
 - F. VLAWMO will produce an MS4 report containing the year's programming and outreach summary to City and Township councils in December, 2021.

Desired Result #4

Primary priority issue in focus: #3

Target audience(s): MS4 partners

2.2 Intermediate Priority Strategies

Informal Education and Interpretation

Goals

2. Community members utilize watershed knowledge to act on watershed issues, with help from VLAWMO's tools and resources.
 - A. VLAWMO will offer and collaborate on at least three native plant, raingarden, and/or yard-care workshops annually.
 - B. VLAWMO will create and distribute cost-share promotional material to all VLAWMO municipalities and host a cost-share open-house annually.
 - C. VLAWMO will develop and maintain communications on ditch history, ditch maintenance, and residential options for supporting drainage and wetland health (part D).
 - D. VLAWMO will continually promote and evaluate the use of watershed stewardship activities through social media, website content, email blasts, and surveys (PI 3-3-1). To guide and organize VLAWMO's messaging, watershed stewardship messages include:
 - Water-friendly yard care strategies (keeping lawn at 3" height, keeping grass clippings on the lawn, etc.) A full list of strategies is found at vlawmo.org/residents/water-stewardship/
 - Adopting a stormdrain (Adopt-a-Drain.org)
 - Adopting a raingarden (vlawmo.org/get-involved)
 - Properly disposing yard waste and hazardous waste
 - Planting a raingarden, bioswale, native plant buffer, or installing other stormwater retention features
 - Redirecting downspouts away from pavement
 - Practicing salt and de-icer best practices

Desired outcome: #1, 2, 5 **Priority issue in focus:** #1, 2, 3 **Target audience:** Public: at large, workshops

2.2 Intermediate Priority Strategies

Informal Education and Interpretation

3. Community members are educated on VLAWMO issues and projects.

- A. VLAWMO will attend and present relevant water information and project updates at annual community events as opportunities arise. Examples include MarketFest in White Bear Lake and “Hot Dog with a Deputy” in Vadnais Heights (PI 3-2-2).
- B. VLAWMO will utilize community partnerships to promote VLAWMO events and capital improvement projects (PI 3-2-1). VLAWMO will also produce specific, separate communications plans corresponding with specific partnerships, capital improvement projects, and MPCA 319 projects being conducted within the defined year of this edition of the Education and Outreach Plan. **See Capital Improvement Project Campaigns.**
- C. VLAWMO will utilize the VLAWMO.org blog, VLAWMO YouTube channel, E-newsletter, and social media a minimum of once each week to promote awareness and build community rapport. Topics will include lake and stream monitoring, fieldwork updates, VLAWMO publications, local ecology, tips on water-friendly behaviors such as yard care practices, and current news relating to water resources and lake SLMP’s (PI 3-2-2).

Desired outcome: #2, 6

Priority issue in focus: #1, 3

Target audience: Public: at large, associations, citizen groups, stakeholders

4. Coordinate an active volunteer base that learns and leads.

- A. VLAWMO will creatively recruit volunteers through relationship building, and nurture its existing volunteer base. Volunteer programs include participation in the Minnesota Water Stewards program and facilitating VLAWMO-designed volunteer positions (PI 3-3-1).
- B. VLAWMO plans out annual projects for the Watershed Action Volunteers (WAV) and Citizen Advisory Committee (CAC) with volunteer input (PI 3-3-1). Possible activities for 2021 include:
Neighborhood BMP tour, Leaf Pack Macroinvertebrate monitoring at four sites on Lambert Creek, Frog and Toad Monitoring, Shoreline restoration open house, native plant swap, raingarden maintenance, “adopt-a-raingarden” maintenance on public raingardens and bio-swales, community stormdrain clean-ups, adopt-a-drain promotion (door hangers, etc.)
- C. Trained volunteers will help monitor the status of Aquatic Invasive Species (AIS) in the watershed. VLAWMO will partner with the Ramsey County Soil and Water Conservation Division to host volunteer trainings.
- D. VLAWMO will maintain a relationship with the University of Minnesota service learning, and will host students for outdoor fieldwork such as buckthorn removal and camera trap setting.

Desired outcome: #3

Priority issue in focus: #1, 3

Target audience: Volunteers

2.2 Intermediate Priority Strategies

Informal Education and Interpretation

5. Watershed communications are accountable and active in the community.
 - A. Notes and minutes from VLAWMO meetings will be posted on the website for stakeholders and the public. (PI 3-2-1, 3-2-3).
 - B. Each municipality will be reached annually through newsletters, email blasts, or website updates with relevant MS4, watershed stewardship, cost-share, or Capital Improvement Campaign content.
 - C. Due to its remote location, small area, and being in Anoka County, the Lino Lakes portion of the VLAWMO watershed will receive one hardcopy mailing annually.
 - D. VLAWMO will produce and submit at least 10 newspaper articles annually.
 - E. VLAWMO will participate in local groups such as VHDEC Partners for Good to maintain connections with local businesses and nonprofits.
 - F. VLAWMO continues memberships with Metro Watershed Partners and Blue Thumb to provide education content and peer-to-peer consultation with other watershed organizations in order to enhance programs and services to the VLAWMO public.

Desired outcome: #1

Priority issue: #1, 5, 6

Target audience: Public: At large

2.3 Low Priority Strategies

Formal Education: Schools

6. Schools have established and maintained stormwater BMP's integrated with watershed education efforts.
 - A. VLAWMO will provide at least one BMP maintenance event annually within the WMO, either during school hours or during after hours care. (PI 3-2-2)
 - B. Visit or provide supportive water resource content to each school at least once/year for water-focused lesson and activity. Repeatable and accessible education activities are listed at vlawmo.org/students (PI 3-3-2).

Desired Result: #2, 5

Priority issue in focus: #3

Target audience: Schools, Public: families

2.3 Low Priority Strategies

Informal Education and Interpretation

7. An appreciation of natural resources is established in the community, fostering ecological awareness, participation, and a sense of place.
 - A. Continued use of remote cameras to photograph local wildlife and use photos for educational messaging, capital improvement project support, schools, newspapers, blogs, and presentations.
 - B. VLAWMO staff will develop story maps focused on wetland wildlife, frog and toad populations, and VLAWMO projects.
 - C. VLAWMO will produce Neighborhood Spotlight articles (successful cost-share raingardens, stewardship practices, and other best management practices) and Faces of Wetlands articles (featuring ecological knowledge on wetland wildlife while relating it to human activities).
 - D. VLAWMO will organize citizen science initiatives for community members to participate in. These include but aren't limited to LeafPack macroinvertebrate monitoring, pollinator monitoring, or picture posts (phenology). Resulting data will be interpreted in terms of watershed health (PI 3-3-1).

Desired outcome: #1, 2, 3 Priority issue in focus: #1, 5, 6 Target audience: Public: at large, events

Professional Support: BOD, TEC, WAV

8. Key personnel (BOD, TEC, CAC) have continued to advance their knowledge of water and related natural resources.
 - A. VLAWMO will provide one enrichment opportunity annually in the form of a supplementary presentation titled "Water Matters". Presentations will invite guest speakers on watershed related topics from the greater Twin Cities metro. Each presentation will be recorded and posted on the VLAWMO website, and the public invited.
 - B. VLAWMO staff will forward relevant news, events, and research to TEC and BOD members for supplementary learning when available.

Desired Result #4 Primary priority issue: #3 Target audience(s): Key personnel

2.4 Desired Results, Measurable Outcomes

Measurable Outcomes: *Measured program participation that indicates incremental accomplishment of goals. Objectives attributed to each goal are evaluated through this pool of outcomes.*

1. Adopt-a-Drain: Observe a minimum of 50 new drain adoptions, exceed 20 reported volunteer hours, maintain 20 active annual volunteers and achieve 50 lbs of debris collected and reported by adopt-a-drain volunteers.
2. Grow email subscriptions and social media following by 75 people annually.
3. Achieve 300 social media engagements annually.
4. Achieve 10,000 website visits annually.
5. 50 new social media followers annually.
6. 500 VLAWMO received and opened email newsletters annually.
7. 20 end-of-year annual survey results or Facebook engagements reporting independent watershed stewardship (goal 2c).
8. Successfully published articles in various newspapers, newsletters, and custom mailings. A minimum of four times annually.
9. Reach 4 classrooms (90-100 students) annually through school programs or use of VLAWMO web resources.
10. A reported increase in Tblisi education categories: Knowledge, awareness, attitude, skills, and behavior. Increases in each category as a result of VLAWMO workshop or tour survey, or annual end-of-year survey.
11. Monthly phenology posts made at each picture post, at least one new participant engaging in program annually.
12. A minimum of 50 watershed residents attending VLAWMO workshops, open houses, tours, and Blue Thumb workshops annually.
13. A minimum of 5 VLAWMO event participants from the past two years will participate in a VLAWMO cost-share or soil health grant.
14. A minimum of 5 VLAWMO cost-share participants from the past two years will also participate in education and outreach through a spotlight article or volunteering with VLAWMO.
15. A minimum of 2 Lawns to Legumes applications in the VLAWMO watershed annually.
16. At least 5 public raingardens are adopted and annually maintained by volunteers under Adopt-a-Raingarden.
17. Achieve over 500 reported volunteer hours through volunteer opportunities such as leading a short-term service projects, citizen science, specific or custom volunteer roles, or utilizing a VLAWMO education display.
18. A minimum of five volunteers will act as educators to their local citizen peers annually.
19. A minimum of three volunteer efforts completed annually, at least 25 participants across all activities.
20. One or more trained AIS volunteers will report and monitor at least once on each lake in VLAWMO annually.
21. At least two schools each year will schedule and complete raingarden maintenance with or without VLAWMO assistance.
22. A minimum of one engagement annually with a resident in Lino Lakes portion of watershed.
23. TEC and BOD quorum met at each meeting.
24. If cost-share best management practices are successfully installed as a result of education and outreach efforts (workshops, events, etc.), VLAWMO will report these as supplementary measurable outcomes.

Barriers: What challenges will be faced when pursuing the goals?

1. Many watershed features in VLAWMO (lakes, wetlands) are difficult to access and are also generally out of sight to the public. This creates difficulty in building personal interaction and appreciation with local natural resources. Finding ways to foster local, place-based appreciation of water resources (lakes, wetlands, etc.) is an important strategy for inspiring behavior change and watershed stewardship (water friendly yard care, etc.).
2. Maintaining a variety of activities that appeal to a wide range of communities on a limited budget. With a wide range of age groups, political affiliations, and professions in the watershed, VLAWMO is unable to focus on one particular group.
3. Competing for attention and focus from the public. To get educational messages across in newspapers, social media, or email, they must compete with many more news stories, email distributions, advertisements, and social functions. This inundation of information has the potential to turn community members off to watershed education and messages.
4. A trend of disassociation to place and water resources. Having many causes, priorities, and interests active in the watershed allows for many different focuses. A particular niche may or may not require attention to the local environment or water resources to function. This creates space for an assumption that water resources are irrelevant to some, and the responsibility of others. As a watershed organization, VLAWMO focuses on the interconnectivity of water resources, recognizing that everyone who lives or works in the watershed impacts water resources. A challenge VLAWMO faces is to assist in making this interconnectivity visible, relevant, and accessible to all interests and priorities.
5. Perceived complexity, intimidation, or conflict concerning water management. The notion of not being an expert may inhibit some from pursuing actions or policies that strive to improve water quality. Education focused on new behaviors regarding land use and watershed connectivity may also reveal differences in attitudes, norms, and priorities. Gridlock, conflict, or disengagement may occur when these differences require cultural, political, or social reflection within the discussion. Such reflection demands a degree of voluntary personal interest and a receptiveness to difference, which can vary. Potential reflective topics include land use and water use, climate change, private property ethics, or yard care routines.

Prioritizing the work load

Three strategy levels organize the goals and objectives into a balanced work load. Various strategy levels tend to utilize similar methods and tools,

Table 1: Strategy levels

High priority strategies

High priority strategies that receive primary focus in content creation, planning, and implementation.

Goals: Capital Improvement Campaigns, Goal 1

Methods & Tools: Internal planning, stakeholder engagement, content development such as mailings, VLAWMO website, media, and presentations.

Intermediate priority strategies

A segue between long and short term results, requiring intentional planning yet produces tangible results.

Goals: 2, 3, 4, 5

Methods & Tools: Community Blue, annual watershed awards, cost-share promotion, Watershed Action Volunteers (WAV/CAC), Minnesota Water Stewards (MWS), branding, workshops/workshop partnerships, tours.

Low Strategies

Quickly accessible, short-term oriented, and self-perpetuating resources. Participation shifts to public participation and volunteers as the active agents.

Goals: 6, 7, 8

Methods & Tools: Short-term WAV events (stormdrain clean-up, invasive species control, Adopt-a-Drain, Adopt-a-Raingarden), school support, education supplies, citizen science and service, nature awareness.



STRATEGY LEVELS

4.0

Three strategy levels organize the goals and objectives into a balanced and self-perpetuating education program.

High strategies

Capital improvement campaigns: Communications, branding, meetings, documentation, and planning. Creating and updating the Comprehensive Water Plan, articles, annual reports, water monitoring reports, Water Policy, or Education and Outreach Plan.

Stakeholder engagement: Sharing resources and accruing knowledge through ongoing correspondence with stakeholders. Education, mailings, website maintenance, content/video creation, surveys, and webinars.

Intermediate strategies

Community Blue: A grant program focused on small-scale native plantings, community service initiatives, and citizen engagement. Emphasis on education, collaboration, innovation, and interactions between citizens and local water resources.

Watershed Action Volunteers (WAV): The recruitment and fostering of an active volunteer group. Formal volunteer positions are designed and filled annually, primarily driven by participation in the Minnesota Water Stewards program (MWS). Inclusion of Citizen Advisory Committee (CAC).

Cost-share promotion: The promotion of existing cost-share programs.

Tours: Live, on-site watershed demonstrations and interpretation throughout the watershed.

Annual Watershed Awards: Peer-nominated acknowledgement of watershed leadership.

Workshops: Formal instruction and training on watershed topics such as raingardens, shoreline restoration, wetlands, or citizen science.

MINNESOTA WATER STEWARDS
Community Leadership for Clean Water

Low strategies

Media: Physical or digital (social media, website) messaging and promotion of VLAWMO.

School planning and visits: Planning and supporting schools in watershed education through raingarden assistance, online watershed resources, class visits.

Events: Booth set-up, educational event (videos, ice cream social, etc.) or open house that occurs in the watershed or targeting watershed constituents.

Short-term volunteer: Adopt-a-Drain, Adopt-a-Raingarden programs and promotion. More at adopt-a-drain.org

Supplies: Education materials and displays for rent allow the general public to be empowered to participate in watershed improvement and leadership.

Nature awareness: The public at large being aware of watershed natural resources. Remote cameras, original staff wildlife and wetlands articles, and phenology picture posts. Non-volunteer public interact with and learn from the content generated from these efforts, each effort contains opportunities and invitations on how to be more involved in supporting the watershed.

Citizen science and service: Volunteers, community groups, or school groups gathering ecological data in the watershed or conducting service projects. Service projects include trash pick-up or raingarden/BMP maintenance. The citizen science program includes LeafPack macroinvertebrate monitoring, Aquatic Invasive Species (AIS) monitoring, and phenology picture posts. Descriptions of these projects are available at: leafpacknetwork.org picturepost.unh.edu.



2021 VLAWMO Lake & Flowering Rush Delineation Proposals Lake Amelia

November 10, 2020

Prepared for:

Vadnais Lake Area Water Management Organization

Prepared by:

Ramsey County Parks & Recreation, SWCD

Scope of Services

Macrophyte Surveys

Macrophyte surveys will consist of data sampling at evenly spaced geo-referenced points throughout the lake to characterize the diversity and abundance of aquatic vegetation using a point intercept survey method. RC-SWCD staff members will also use Lowrance unit and transducer to generate data to produce a biovolume map showing concentration of aquatic vegetation growing in the lake.

Bathymetry Surveys

Bathymetric surveys are completed by connecting a Lowrance unit + transducer to the boat and following pre-determined transect lines across the lake to capture lake bottom depth data. This data is then processed, corrected using physically measured field data points where necessary, and then used to create new contour lines with ArcGIS software. It may be completed in conjunction with Macrophyte surveys when there is a clear enough sonar signal in the lake.

Flowering Rush Delineation

Invasive Flowering Rush will be delineated across the entire shoreline utilizing visual searches. A map of the zones will be created along with submission into EDDMaPS and any treatment entered into ISMTrack. Extent of the infestation and any treatment will be included in the final report.



LAKE AMELIA

Bathymetry and Macrophyte Survey

Lake Amelia Macrophyte & Bathymetry Survey Estimate, Summer 2021

Task	Cost/hr	Hours	Cost
Boat Use	unit	-	\$50
BioBase Upload	unit	-	\$300
Lake Survey Prepwork	\$72	11	\$792
Field Work, 2 days (2 people)	\$72	32	\$2,304
Data entry (Species & Depths)	\$72	5	\$360
GIS Post-processing and Mapping	\$72	8	\$576
Report Completion, Contour Generation	\$72	10	\$720
TOTAL		66	\$5,102

Flowering Rush Survey

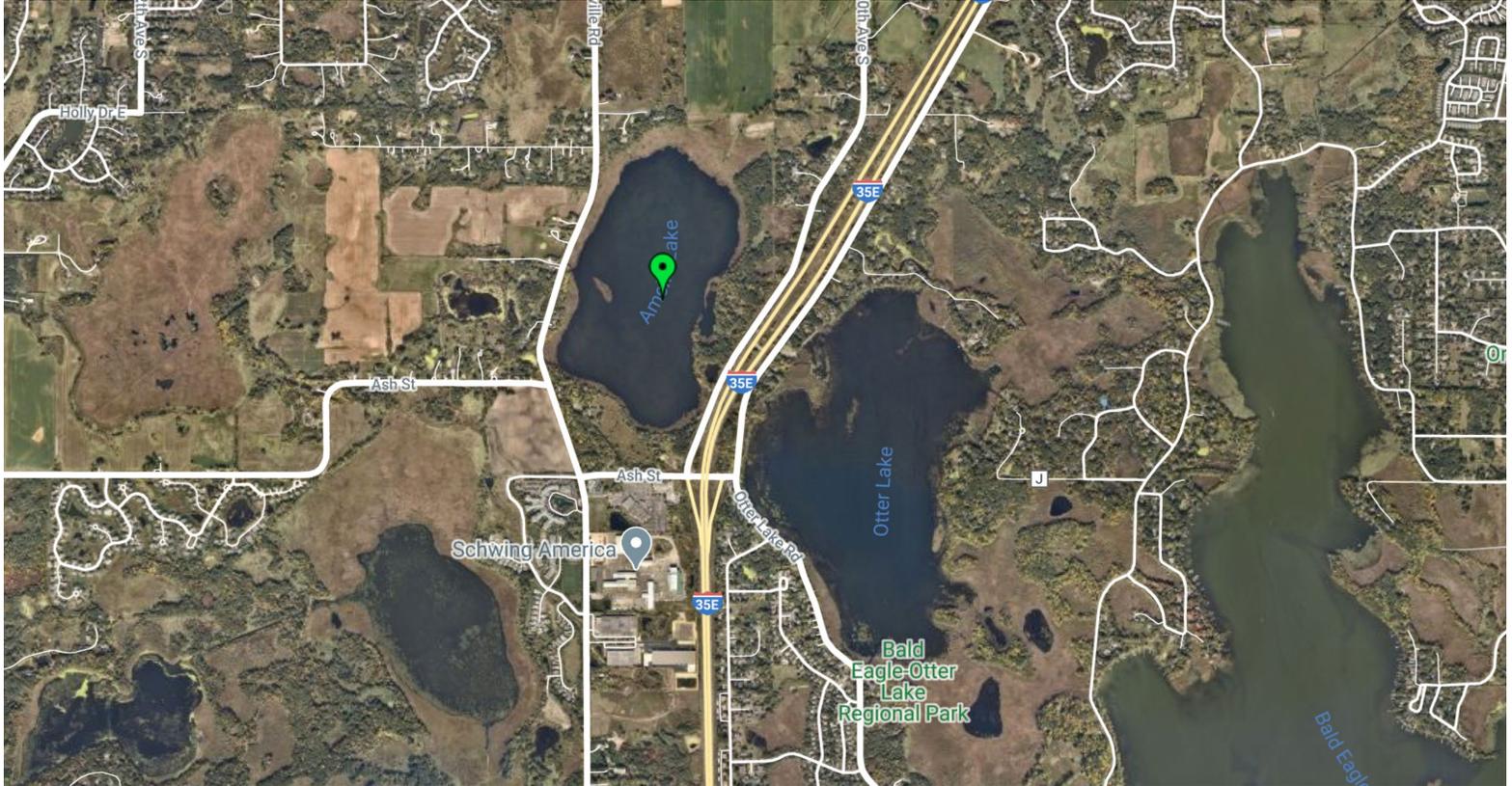
Lake Amelia flowering rush delineation Estimate, Summer 2021

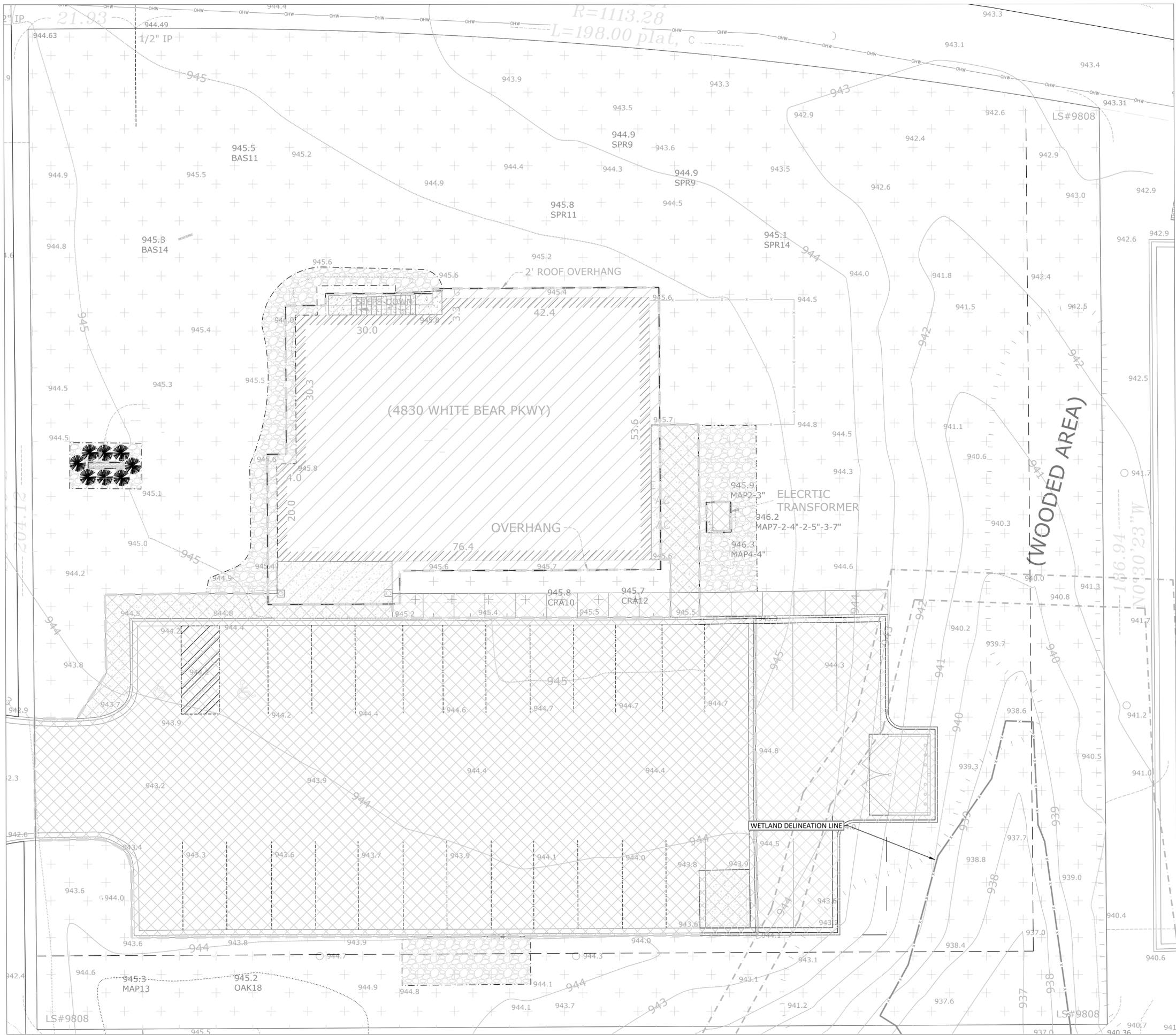
Task	Cost/hr	Hours	Cost
Field survey	\$72	5	\$360
GIS Post-processing and Mapping	\$72	2	\$144
Report Completion	\$72	2	\$144
TOTAL		76	\$648

Deliverables

The report will include:

- Description of Methods
- Tables of aquatic, emergent, and Flowering Rush detected
- Bathymetry Map, BioVolume Map, numbered Survey Point map to match with aquatic species tables, and shoreline polygons of flowering rush
- Shapefiles including Biovolume, 2021 Contour Lines, Point Intercept Location layers, and Flowering Rush polygons





EXISTING CONDITIONS

EXISTING IMPERVIOUS SURFACE CALCULATIONS
TOTAL LOT AREA (ABOVE OHWL)43,561 S.F.

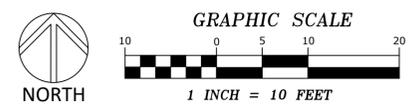
EXISTING BUILDING	4,626 S.F.
EXISTING PARKING/WALK	9,465 S.F.
EXISTING SIGN	9 S.F.
EXISTING ELECTRIC PAD	31 S.F.
TOTAL IMPERVIOUS SURFACE	14,131 S.F.
PERCENT IMPERVIOUS	32.4%

PROPOSED SITE PLAN

PROPOSED IMPERVIOUS SURFACE CALCULATIONS
TOTAL LOT AREA (ABOVE OHWL)43,561 S.F.

EXISTING BUILDING	4,626 S.F.
PROPOSED PARKING/WALK	11,900 S.F.
EXISTING SIGN	9 S.F.
EXISTING ELECTRIC PAD	31 S.F.
TOTAL IMPERVIOUS SURFACE	16,566 S.F.
PERCENT IMPERVIOUS	38.0%

SF OF IMPERVIOUS OVER 30%..... 3484sf



	BUILDING/SIGN IMPERVIOUS SURFACE
	PARKING IMPERVIOUS SURFACE
	PERVIOUS SURFACE

PARKING CALCULATIONS

BUILDING FINISHED FLOOR	3,728 S.F.
1 STALL PER 200SF OF FINISHED FLOOR AREA	19 STALLS
3,728 / 200 = 18.64	
1 ACCESSIBLE STALL PER 25 STALLS	

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651451000
www.DreamScapesMN.com



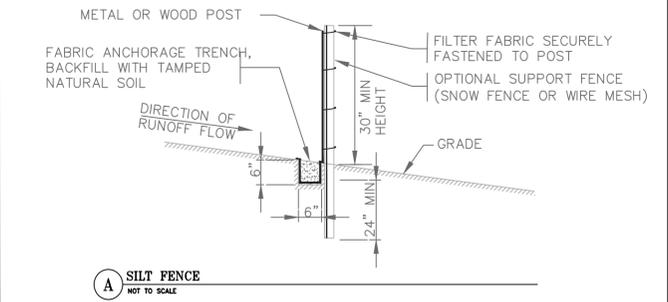
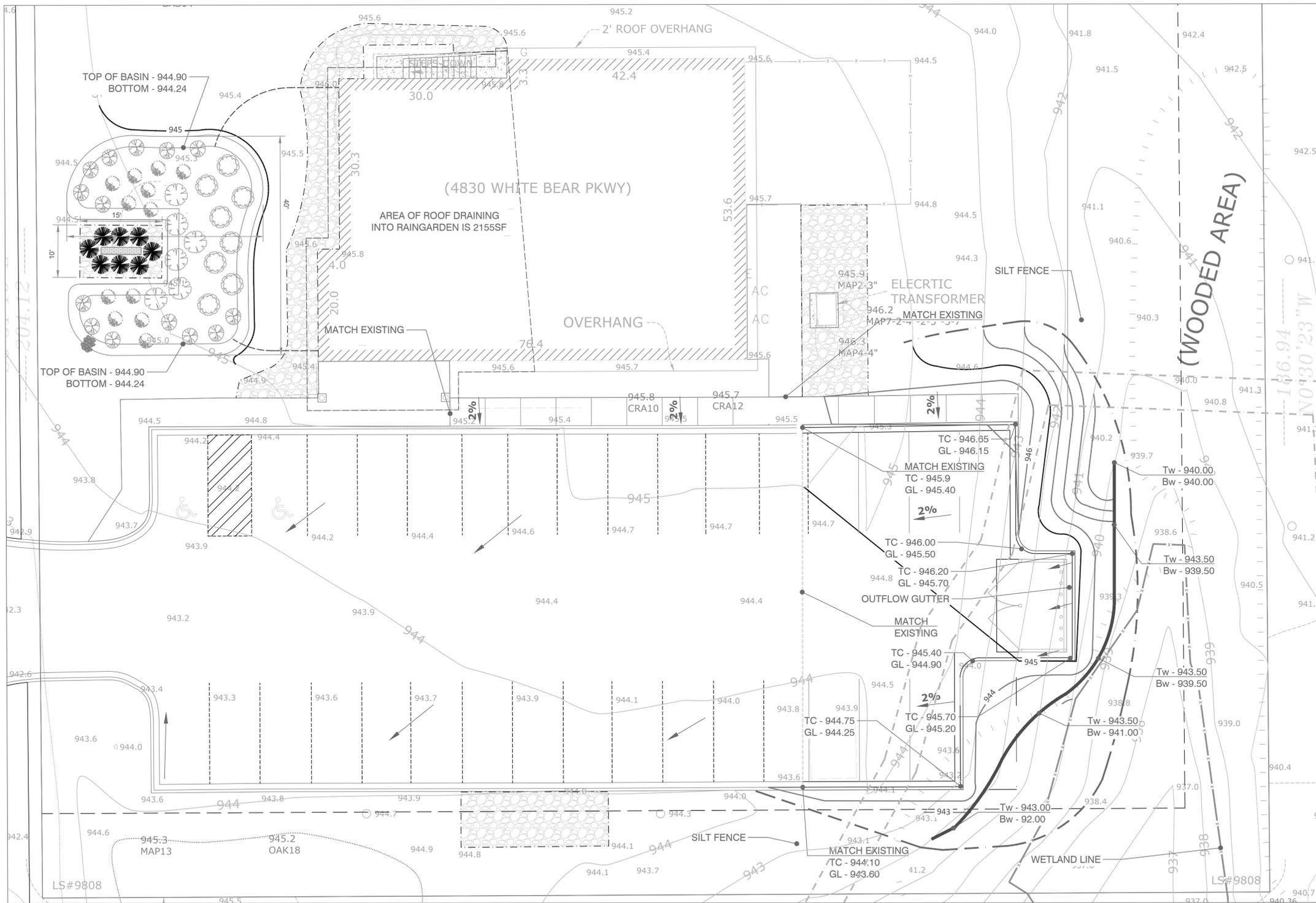
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www.GoodmansonConstruction.com

I hereby certify that this plan or report was prepared by me or under my direct supervision and that I am a duly Registered Landscape Architect under the laws of the State of Minnesota.
James A. Kalkes
James A. Kalkes, RLA, ASLA
Date: 04/08/2020 License No. 45077

BIRCH LAKE ANIMAL HOSPITAL
4830 WHITE BEAR LAKE PKWY
WHITE BEAR LAKE, MN 55110

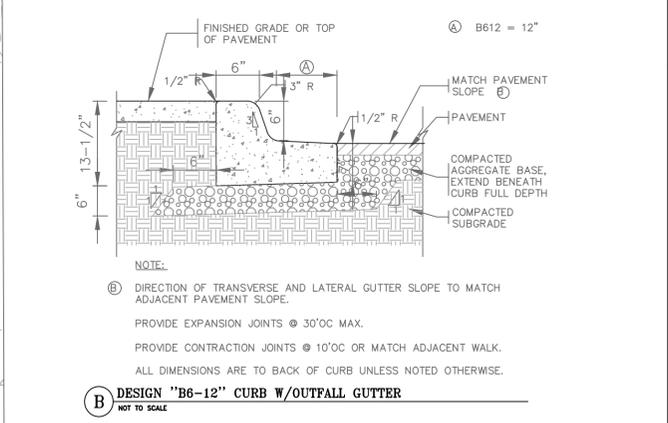
DRAWN BY:	JAK	JOB NO.:	20-0011	DATE:	04/03/20
CHECK BY:	JAK	FIELD CREW:	Route & Sons		
		PARKING LOT EXPANSION			
	1	CITY SUBMITTAL	JAK		
	2	CITY COMMENTS	JAK		
	3	CITY COMMENTS	JAK		
	4	CITY COMMENTS	JAK		
	5				
	6				
	7				
		NO.	DATE	DESCRIPTION	BY

EXISTING / PROPOSED IMPERVIOUS

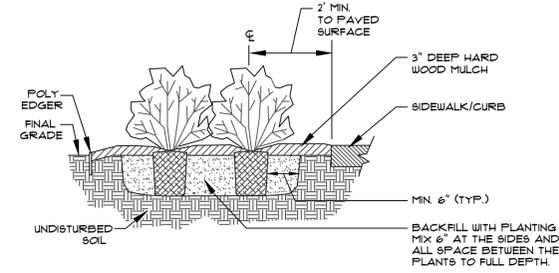
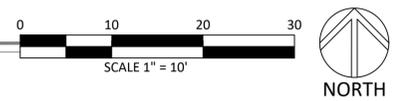


LANDSCAPE LEGEND							
KEY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT	QTY.	INSTALL HEIGHT	MATURE HEIGHT
SHRUBS							
DBW	Salix purpurea 'Nana'	DWARF BLUE ARCTIC WILLOW	#5	CONT.	6	1'	3'x4'
RTD	Cornus Sericea 'Bailey'	RED TWIG DOGWOOD	#5	CONT.	8	1.5'	5'x5'
BCB	Aronica melonocarpa elata	BLACK CHOKEBERRY	#5	CONT.	5	1.5'	4'x4'
JDW	Ilex verticillata 'Jim Dandy'	JIM DANDY WINTERBERRY	#5	CONT.	14	1.5'	3'x3'
RSW	Ilex verticillata 'Red Sprite'	RED SPRITE WINTERBERRY	#5	CONT.	12	1.5'	3'x3'

SOD / SEED MIX LEGEND		
SYM.	TYPE	SEED MIX
	NATIVE WET PRAIRIE	MN SEED MIX 34-271 (OLD BWSR W2)
	COMMERCIAL TURF - SOD	HIGHLAND SOD

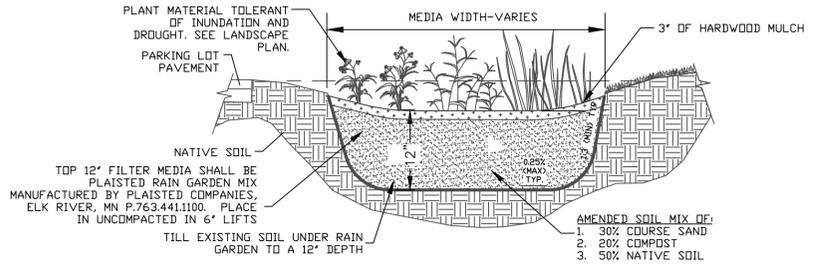


1 BIRCH LAKE ANIMAL HOSPITAL - GRADING PLAN
C3



Raingarden Calculation

- Maximum depth for rain garden is 8"
- The surface area required to meet requirements ----- 956sf
- The surface area provided to meet requirements ----- 964sf
- 3,484 x (1.1/12) x 2 = 638 CF @ 8" Depth
- Soil is in the Hydraulic Soil Group "B" - Hayden Fine Sandy Loam



- *** THE BOTTOM OF THE RAINGARDEN SHALL BE GRADED FLAT AT AN ELEVATION OF 942.33
- *** PROTECT THE RAINGARDEN FROM COMPACTION. IF COMPACTION OCCURS, THE INFILTRATION AREA SHALL BE UNCOMPACTED TO A DEPTH NECESSARY TO ALIVE THE COMPACTION

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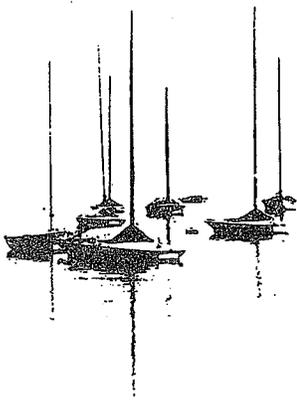
I hereby certify that this plan or report was prepared by me or under my direct supervision and that I am a duly Registered Landscape Architect under the laws of the State of Minnesota.
James A. Kalkes
James A. Kalkes, P.L.A., A.S.L.A.
Date: 04/08/2020 License No. 45077

BIRCH LAKE ANIMAL HOSPITAL
4830 WHITE BEAR LAKE PKWY
WHITE BEAR LAKE, MN 55110

NO.	DATE	DESCRIPTION	BY
1	04/08/20	DATE: 04/03/20	JAK
2	05/12/20	FIELD CREW: Route & Soils	JAK
3	06/18/20	PARKING LOT EXPANSION	JAK
4	07/15/20	CITY SUBMITTAL	JAK
5		CITY COMMENTS	JAK
6		CITY COMMENTS	JAK
7		CITY COMMENTS	JAK

GRADING PLAN

C3



City of White Bear Lake

4701 Highway 61 • White Bear Lake, Minnesota 55110

Phone (651) 429-8526 • Fax (651) 429-8500

www.whitebearlake.org

August 17, 2020

Dr. Tim Kuhnmuench
4830 White Bear Parkway
White Bear Lake, MN 55110

Re: Case No. 94-6-Sa & 20-9-V

Dear Dr. Kuhnmuench,

Attached you will find three copies of Resolution Number 12612. Please sign and return the first copy to the City's Planning Department *within two weeks* of receipt of this letter. The second copy is for your records. The final copy is certified for recording with Ramsey County. Please note that per condition three of the resolution, the approval will not be considered effective until the City has received proof that the certified copy has been filed with the County Recorder's office (a receipt for payment of such will be sufficient). Be sure to sign the certified copy in black ink or the Recorder's Office may not accept it. They are located just south of downtown St. Paul (90 W. Plato Blvd) and their phone number is 651-266-2000.

If you have any questions, please do not hesitate to contact me at either 651-429-8534 or scrosby@whitebearlake.org.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Crosby". The signature is fluid and cursive, with a large initial "S" and a long, sweeping tail.

Samantha Crosby
Planning & Zoning Coordinator

Encl. Partially signed Reso # 12612

Copy (without enclosure): Jim Kalkes, DreamScapes, 7087 20th Avenue South, Centerville, MN 55038

Birch Lake Animal Hospital Variance Request Q&A

- I will need any of the documents of approval that you have from White Bear Lake for this project. Is there a required maintenance agreement for the infiltration basin? Who is responsible for the maintenance? Is the City aware of the proposed retaining wall and does it meet their specifications?

The owner has received Approval for the project from the city of White Bear Lake contingent on Watershed Approval. The owner shall be taking care of the maintenance of the infiltration basin, but the city has not specified a maintenance agreement. Per the plans the owner shall maintain and replace any plantings through the first 2 years of the establishment period. The city is aware of the addition of the wall, and because the wall is under 4' tall, no permit is required.

- what is the square ft of the proposed parking lot addition?

The proposed parking lot is an additional 1725sf

- What is the square ft of the infiltration basin?

The proposed Infiltration basin is 1024sf. The holding capacity is 575 cubic feet.

- How much runoff is the addition generating and how much runoff is the infiltration basin collecting for storm events?

The additional added impervious to the site is 2260sf and the, and the amount of impervious being captured from the roof drains is 2300sf.

- Runoff from the lot addition will not be draining east to the wetland correct?

This is correct, the additional impervious pavement is draining west to mimic the rest of the existing pavement.

- Is there a way to add a drain to the parking lot to direct some of the parking lot runoff to White Bear Pkwy into the infiltration basin?

The existing drainage pattern for the parking lot drains from the building to the center of the drive isle. There would not be enough slope to capture the water from the drive lane back to the infiltration basin. Also the bottom of the basin is at the same elevation as the bottom of curb on the north side of the parking lot.

- How tall is the proposed retaining wall?

The proposed wall will be a maximum of 4' tall. If the wall is over 4' tall the city of White Bear requires a permit and engineered drawings.

- Where is the current on street parking you mentioned in your memo that has initiated the parking lot expansion?

I believe that customers currently utilize on-street parking even though Birch Lake Boulevard and White Bear Parkway are not designed or intended for on-street parking.

- more clear plans showing distance of retaining wall from wetland edge, Show drainage directions. Show 30ft buffer line and 24ft buffer line. Show lot drainage to infiltration basin if that option is possible. Use multiple plan sheets showing this information so it is clear and easy to read when presented to the TEC & Board.

Please see the updated Site Plan C2, and Grading Plan C3

The parking lot expansion at Birch Lake Animal Hospital has gone through the city approval process and was deemed a viable addition in the eyes of the city. The only item the city was concerned about was if the lowland adjacent to the proposed parking lot was a wet area. We Had an environmental professional review the site and he did find wetland characteristics to the area. We believe this project will not affect the low area in a negative way and ultimately reduce the area currently flowing toward the east. With the proposed infiltration basin we feel the we are being good neighbors to the area by creating an area that is both aesthetically pleasing and functional.