

VLAWMO TECHNICAL COMMISSION MEETING

7:30 AM April 9th, 2021

Meeting will be held by Zoom teleconference. Meeting link:

<https://us02web.zoom.us/j/82609413241?pwd=Oy9rcURGb2VPdjB4UkV3VDVyWHA2UT09>

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 (March 12th, 2021)
- IV. Administration & Operations
 - A. Financial Report for March & authorization for Payment – Phil ✎
 - B. April TEC Report to the Board – Phil ✎
 - C. Update on Legal Counsel Services – Phil
- V. Programs
 - A. Education & Outreach – Nick
 - 1. Community Blue: “Upstream” ✎
 - 2. 2020 Annual Report, WAV 2021 outlook
 - B. Cost Share Program – Tyler
 - 1. Soil Health Grant Application: Biese SHG 2021-03 ✎
 - 2. 2021 RCSWCD Contract & LL2 Street Recon Update ✎
- VI. Projects
 - A. Bluebird Development Variance Request ✎
 - B. Lambert Lake update - Dawn
 - C. 319 update, Request recommendation to Board to authorize submission of grant proposal once request is announced by MPCA – Dawn ✎
 - D. Update on East Goose ALM – 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: May 14th, Regular Board Meeting: April 28th, 2021
- XIII. Adjourn

Upcoming Events: vlawmo.org/events

Field Workdays (CEL): April 2, 9
Blue Thumb workshops:
Resilient Yards: April 6th
Native Plant talk: May 11th
Raingardens & Drainage Control 101: May 4th
Rainbarrel workshop: May TBD



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
March 12, 2021

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)

Commission Members Absent: Terry Huntrods (WBL)

Others in attendance: Phil Belfiori, Brian Corcoran, Dawn Tanner, Nick Voss, Tyler Thompson (VLAWMO); Patricia Orud (NOHOA); Barb Spears; Katherine Doll Kanne, Ed Shapland; Jon Cotner; Tom Watson; Justine Roe

- I. **Call to Order** Chair Tessier called the meeting to order at 7:30 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 March 12, 2021 Technical Commission Meeting was presented for approval. Agenda approved, as presented.
It was moved by Farrell and seconded by Larson to approve the March 12, 2021 TEC agenda, as presented. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye Huntrods: aye. Motion passed.
- III. **Approval of Minutes**
It was moved by Farrell and seconded by Larson to approve the February 12, 2021 meeting minutes, as presented. Vote: Tessier: aye Farrell: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
- IV. **Administration & Operations**
 - A. **Financial Report for March & Authorization for Payment**
Belfiori overviewed highlights of the March Finance Report and bills. Belfiori and Larson had the opportunity to review and confer on the March bills and are recommending approval.

It was moved by Larson and seconded by Farrell to approve the March Treasurer's Report and authorization of payments. Vote: Tessier: aye Farrell: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
 - B. **Update on Legal Counsel Services**
Belfiori discussed that the 2021 Request For Proposal (RFP) for VLAWMO engineering services was issued in February, soliciting bids for legal counsel services for 2021 & 2022, pursuant to MN Statute 103B.227. An official notice was posted on the MN League of Cities website, within the VH & WBL Press Publications January 6 & 13th editions, on the VLAWMO website, and on the VLAWMO office door. Three proposals were received, and staff is in the process of reviewing and auditing each proposal for content, and will bring their recommendation to the April 28th Board meeting.

V. **Programs**

A. **Education & Outreach**

1. Community Blue updates: Rainbarrel, “Upstream”

Voss presented updates on 2020 Community Blue grants, prior grants that had been approved, rain barrels left over will be used in 2021. Voss overviewed calendar and events coming up, as well as volunteer days.

B. **Cost Share Program**

Barb Spear introduced herself, and she was brought on as a consultant for environmental aspects and planning for NOHOA.

1. Soil Health Grant: Smith SHG 2021-02

Staff has received its second Cost Share grant application for 2021 for a Soil Health Grant (attached in ePacket). The applicant had Tyler out for a site visit in 2020 for planning and interest in a prairie restoration on their 2 acre property, on the border of the Sucker-Vadnais wetland, also adjacent to the Targeted Habitat Priority Zone. The Tessems are proposing restoration of 10,000 square feet of native prairie with Pollinator Grass & Wildflower Mix. This will also have the benefit of filtering and reducing runoff to a storm drain outlet that’s tributary to the wetland. The applicant will be hiring a contractor for skid steer work, but will be completing the rest of the labor themselves. Their total estimated project cost is \$1,750, and they are requesting \$1,000 in Soil Health Grant funds (requests up to \$1,000 are allowable for Targeted Priority Zones). Staff recognizes that although the property is just outside of the THPZ, this is a worthy opportunity to fund and support efforts where VLAWMO is also partnering on improvements with the Great River Greening grant. **Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending approval of SHG 2021-02 in the amount of \$1,000.00.**

Discussion: Duxbury noted he’s used vinegar and water before for broadleaf weeds, and Tanner is interested in how this works.

It was moved by Farrell and seconded by Larson to approve Soil Health Grant 2021-02 for approval and funding in the amount of \$1,000.00. Vote: Tessier: aye Farrell: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

VI. **Projects**

A. **Lambert Lake Update**

Tanner noted that the project construction had gone well and is complete, spare for the vegetation restoration will be completed this spring, dependent upon site conditions. For the biochar, the contract with the UMN has been terminated, and VLAWMO will be moving ahead with the project and planning, on its own.

B. **319 update**

The Nine Key Element Plan has been approved by the PCA and is going to the EPA for review. The first suite of projects will be working with Barr Engineering, targeting Wilkinson Lake and development of BMPs within the Lake’s subwatershed.

C. **Community-Engaged Learning Spring Semester**

Tanner noted that volunteer and interest has been strong this year, and thanked Bob Larson & Patricia Orud, as well as Farrell and Ken LaCasse from the City of VH for their help in chipping and removal of buckthorn piles from last year. Tanner noted that the crew will be

working on a small section of park on East Vadnais today for removing buckthorn piles that another volunteer has cut. VH Public Works will be assisting with chipping today.

D. Pleasant Lake planning for 2021

Planning is going well for carp control, the contract is soon to be signed with WSB, and coordination is underway with the commercial fisherman. Curly leaf pondweed treatment is anticipated in late April, early May. Staff is still awaiting word from SPRWS if funding assistance is possible.

E. Swan Update at Sucker Channel

Swan deaths continued to occur this winter, with 6 swans brought into the UMN lab, with 22 total brought in for testing since 2018. Staff has installed lead use warning signs at Sucker Channel and in North Oaks. The MN house is including the lead ban bill in legislation and it is moving forward.

F. Update on East Goose Adaptive Lake Management (ALM) Engagement process

Belfiori updated that the community wide survey will be complete at the end of March, along with the release of a web hub for project information and updates.

VII. Commissioner Reports:

Farrell updated that the City of Vadnais Heights is exploring maintenance of Branch Ditch #3, possibly as soon as 2022 to attempt to address some of the nuisance flooding issues over the last few years. Belfiori updated on possible upcoming Ditch 14 main stem maintenance downstream of the recently completed meander project. Farrell noted that there was an alternative plan by SEH to implement BMPs as part of the possible project. Watson noted the City of North Oaks has hired a new City Engineer. Chair Tessier noted that she will be leaving the City of Gem Lake, effective the end of March.

VIII. NOHOA

Orud noted they are excited to have Barb Spears working with them, along with Tanner. Orud noted that a goose management plan is being composed by Spears. Orud noted that she appreciates everything VLAWMO staff assists in working on together.

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

Tanner updated that staff has been working with RCSWCD to purchase and place seed and plant orders, preparing for the restoration of Teal Pond, as parts of the 2020 LL2 grant. There is also a County-wide stormwater reuse feasibility project that has begun and is moving forward, with VLAWMO staff involved.

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

Roe commented that upper management at SPRWS has confirmed financial assistance for management efforts in Pleasant Lake, though a JPA or another agreement may be needed.

XI. Public Comment

Doll Kanne asked for more information on the possible upcoming Ditch 14 maintenance.

XII. Next Meetings

TEC: April 9th, 2021; Board: April 28th, 2021

XII. Adjourn

It was moved by Farrell and seconded by Larson to adjourn at 8:18 am. Vote: Tessier: aye Farrell: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

Minutes compiled and submitted by Tyler Thompson.

TEC Staff Memo – April 2021

IV. Administration & Operations

A. Financial Report for April & authorization for Payment

Please find the April 2021 Finance Report attached in the ePacket. Note consideration for payment to Sunram Construction for the Lambert Project.

B. April TEC Report to the Board

Please find the April 2021 TEC Report to the Board for review, attached in the ePacket.

C. Update Legal Counsel Proposals

Pursuant to Minnesota Statute 103B, staff noticed and advertised a Request for Proposal (RFP) for legal services for 2021 and 2022. The purpose of the program is to provide general legal and related services by a qualified law firm in circumstances when needed. The advertisement for the RFP was placed in the LMC marketplace from Feb. 16-24 in the White Bear Press on the week of Feb. 8 and 15, noticed at the offices and place on the VLAWMO web page. Closing date to receive proposals was Feb. 24, 2021.

Three proposals were received: Kennedy & Graven, Zlimen & McGuiness PLLC, HKB Law P.A (Holstad & Knaak) PLC. A staff team then reviewed and scored the proposal for experience factors. Staff anticipates bring its recommendation on legal counsel proposals to the VLAWMO Board at their April 28, 2021 meeting. Due to the timing of this Board meeting, staff anticipates providing an additional update at the May TEC meeting.

V. Programs

A. Education and Outreach:

1. Upstream programming update:

“Upstream” was first approved as a Community Blue application at the February 26, 2020 VLAWMO Board of Directors meeting. Due to COVID-19, the project was postponed until 2021, and this was officially recognized at the April 22, 2020 VLAWMO Board of Directors meeting. In this timeframe between the February and April, 2020 BOD meetings, payment #1 was issued according to the grant agreement at that time. The April 22, 2020 grant amendment provided that this payment #1 (\$5,407) was to be retained until 2021 in conjunction with a renovated application that adjust and adapts the project for COVID-19 safety accommodations.

A new project vision and scope has now been drafted with COVID precautions in place, submitted here in this April TEC meeting packet.

The updated grant requests \$1,000 of additional funds to serve as payment #2 in the program. This request for payment #2 has been reduced from the original 2020 project

proposal, which was \$2,159.80. The project will include a wide range of marketing, education, and volunteer opportunities focused on connections and awareness of local water resources. Volunteering includes maintenance of Central Middle School bioswale.

Project summary outline is as follows:

1) gather local stakeholders to assemble key stories related to the Vadnais Lake Area Watershed, 2) host a kickoff event with a round table of stakeholders, 3) conduct 8 intimate conversations about water in “Upstream” tea ceremonies, 4) conduct an Ojibwe Nibi/Water Walk 5) record 64 stories relating to water, and 6) host a post-event to share stories to the broader community and spark future action

Staff recommends the approval of application CB-2021-1, supported by the staff application review page included in the April TEC packet.

2. WAV 2021 outline, 2020 Annual Report

The Watershed Action Volunteers met online on March 17th, 2021. Video recording of the meeting as well as meeting minutes are posted online at the WAV volunteer page: <https://www.vlawmo.org/get-involved/volunteer/>

Highlights from March 17th include volunteers allocated for the following tasks:

- Two MN Water Steward capstone projects
- Continued promotion of the Jr Watershed Explorer Program (2020 project)
- Summer neighborhood cost-share and watershed key sites tour
- Leaf Pack macroinvertebrate monitoring
- Picture post usage and upkeep

The 2020 Annual Report is now complete, posted in full at:

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

The February, 2021 TEC meeting consensus among members was to refrain from printing hardcopies of the annual report, but print as requested by TEC members and affiliates. Please contact staff to request hardcopies of the annual report.

B. Cost Share Program

1. Soil Health Grant: Biese SHG 2021-03

Staff has received its third Cost Share grant application for 2021 for a Soil Health Grant (attached in ePacket). Eric Biese is a prior 2020 LL1 grant recipient, with his project closed out and in good standing. Mr. Biese lives on Teal Pond in North Oaks, and is looking to implement more native planting throughout his property, to promote soil stabilization, stormwater infiltration, and reduce erosion, directly tributary to Teal Pond. The project would entail 1,120 sq feet of planting, primarily on the south side of his property, where stormwater travels during rain events, and then makes its way down to the Pond, along with additional native shrubs and trees in additional locations marked on his project plan. This project would have a small impact on infiltration and filtration of

stormwater, but would provide buffering before reaching Teal Pond, along with additional pollinator and native habitat. Planting locations 2, 3, 4, 5, and 9 on his plans will provide greater soil stability on his hillside that has roughly 10 feet of drop before meeting the Pond's shoreline grade. The applicant has included a total project cost estimate of \$1,700, and is requesting \$750 in funding from the Soil Health Grant program. Mr. Biese is motivated to implement best management practices on his section of the Pond for long-term and lasting stewardship. **Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending TEC approval of SHG 2021-03 in the amount of \$750.00.**

2. 2021 RCSWCD Contract & LL2 Street Recon Update

Staff has been working to coordinate curb cut rain garden implementation into the cities of White Bear Lake and Vadnais Heights' 2021 street reconstruction projects. Interest lists were open for residents until 3/31, and in April site feasibility work will begin, with the goal of having final project locations and curb cuts marked before construction begins in both cities. Staff is hoping to know how many basins are feasible for construction by May.

Staff is requesting approval to enter into contract with the Ramsey County SWCD for assistance with feasibility, design, and putting the final projects out to bid for construction, as well as construction oversight. Project expenses will be billed as they are accrued, and the total contract amount is not to exceed \$4,999 in 2021. A draft Agreement has been included in the ePacket, but Tyler is planning to send the final Agreement prior to the TEC meeting, once set with RCSWCD. **Staff is requesting TEC approval to enter into the 2021 Professional Services Agreement with Ramsey County (RCSWCD), with a total not to exceed \$4,999 in 2021.**

VI. Projects

A. Bluebird Development Variance Request

Bluebird Grove Development in the City of Vadnais Heights is requesting a wetland buffer variance, as flexibility within a Planned Unit Development (PUD) application, to connect Williams Street to Tessier Trail. Edge of proposed road connection will be 19.8ft from the delineated wetland edge at the closest point.

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 9/16/2020 identifying the wetland boundary. To mitigate buffer encroachment the developer is proposing a 5ft snow shelf next to east side road edge with 3:1 slope to proposed retaining wall, the proposed retaining wall will be 6ft from closest wetland edge (retaining wall is approximately 60ft long). Developer is also proposing to increase the wetland buffer on the east side of wetland to 40ft. Please see packet documents showing the detail of proposed variance request.

Staff is recommending input to the City of Vadnais Heights on the wetland buffer variance request for connection of Williams Street to Tessier Trail as proposed on the Plowe Engineering

sheets C1.01 and Buffer Variance Cross Section Exhibit, both dated 2-18-2021. Staff is also recommending input on the wetland buffer to be restored and replanted with a native buffer seed mix up to 30ft on west side and 40ft on east side.

B. Lambert Lake Update Lambert Lake Update

Vegetation restoration will be happening during April along the meander. SEH is coordinating with the contractor and conducting site visits to monitor the meander condition during spring and prior to vegetation work. Design work is also resuming on the biochar filter. Support and planning for the filter will be continuing in the coming months.

C. 319 update, Recommendation to Board to apply for grant when RFP is announced

Preparation for the 319 first-round grant proposal is continuing. North Oaks Company is working on approval from the Minnesota Land Trust for project areas that may be in easement areas. North Oaks Board member, Tom Watson, is presenting a project overview to the North Oaks Council meeting on April 8. A more in-depth presentation will be presented to the Natural Resources Commission on April 15. A pre-permitting meeting with MN DNR, BWSR, and USACE is being held on April 8. The design memo that includes concept-level designs for the pre-permitting meeting is include in the TEC packet. It is not a final project design because permitting recommendations will help decide final design elements.

VLAWMO staff will prepare a first round proposal to submit to the MPCA when the Request For Proposals (RFP) is formally issued (expected in late spring/early summer). Once the RFP is announced, we will have 60 days to submit our proposal.

The proposed project will be a combination of stormwater pond, possible meander elements, and wetland restoration to improve water quality in Wilkinson Lake. The project total proposal will be for \$540,757, of which 60% will be grant funds (\$324,454) and 40% will be match funds (\$216,303). Construction of the project will likely occur in 2023/2024.

Action item: Staff request a recommendation from the TEC to the Board to authorize submitting a project proposal to the MPCA for the 319 program to improve water quality in Wilkinson Lake for a total project amount of \$540,757, partnering with North Oaks Company, the major landowner where project(s) will take place. Detail will be provided to the Board as they are available. Submission of the proposal may be required prior to the June Board meeting.

D. Update on East Goose Adaptive Lake Management (ALM) Engagement process

The East Goose ALM community survey closed on March 31, 2021 with a total respondents count of 101. Staff continue to update the East Goose ALM web hub with program background and technical information, it can be found online at : www.vlawmo.org/eastgooselakeAM

April 2021 VLAWMO Finance Report

April-21		Actual 4/1/21	Actual to Date	2021 Budget	2020 carry over/Grants	Remaining in Budget	2021 Available	Act vs. Budget
BUDGET #	INCOME							
5.11	Storm Water Utility	\$0	\$20,739	\$935,340	\$0	\$914,601	\$935,340	2%
5.12	Service Fees	\$0	\$0	\$200	\$0	\$200	\$200	0%
5.13	Interest + mitigation acct	\$23	\$89	\$3,000	\$0	\$2,911	\$3,000	3%
5.14	Misc. income - WCA admin & other	\$0	\$0	\$3,000	\$0	\$3,000	\$3,000	0%
5.15	Other Income Grants/ <u>loan</u>	\$257,349	\$257,349	\$894,679	\$0	\$637,330	\$894,679	29%
5.16	Transfer from reserves	\$0	\$0	\$192,840	\$14,000	\$206,840	\$206,840	0%
	TOTAL	\$257,372	\$278,177	\$2,029,059	\$14,000	\$1,764,882	\$2,043,059	14%
	EXPENSES							
3.1	Operations & Administration							
3.110	Office - rent, copies, post tel supplies	\$2,042	\$8,023	\$26,214	\$0	\$18,191	\$26,214	31%
3.120	Information Systems	\$1,204	\$5,027	\$22,365	\$4,000	\$21,338	\$26,365	19%
3.130	Insurance	\$0	\$0	\$7,000	\$0	\$7,000	\$7,000	0%
3.141	Consulting - Audit	\$0	\$4,725	\$7,728	\$0	\$3,003	\$7,728	61%
3.142	Consulting - Bookkeeping	\$0	\$0	\$1,500	\$0	\$1,500	\$1,500	0%
3.143	Consulting - Legal	\$0	\$398	\$4,000	\$0	\$3,602	\$4,000	10%
3.144	Consulting - Eng. & Tech.	\$0	\$0	\$30,000	\$0	\$30,000	\$30,000	0%
3.150	Storm Sewer Utility	\$1,148	\$5,833	\$13,000	\$0	\$7,167	\$13,000	45%
3.160	Training (staff/board)	\$0	\$0	\$8,750	\$0	\$8,750	\$8,750	0%
3.170	Misc. & mileage	\$92	\$860	\$6,300	\$0	\$5,440	\$6,300	14%
3.191	Administration - staff	\$27,792	\$109,463	\$370,307	\$0	\$260,844	\$370,307	30%
3.192	Employer Liability	\$8,684	\$33,653	\$102,376	\$10,000	\$78,723	\$112,376	30%
3.2	Monitoring and Studies							
3.210	Lake and Creek lab analysis	\$0	\$0	\$18,000	\$0	\$18,000	\$18,000	0%
3.220	Equipment	\$178	\$256	\$3,000	\$0	\$2,744	\$3,000	9%
3.230	Wetland assessment & management	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
3.3	Education and Outreach							
3.310	Public Education	\$250	\$2,250	\$8,500	\$0	\$6,250	\$8,500	26%
3.320	Marketing	\$0	\$260	\$7,500	\$0	\$7,240	\$7,500	3%
3.330	Community Blue Ed Grant	\$0	\$0	\$10,000	(\$4,500)	\$5,500	\$5,500	0%
<i>Total Core functions: Ops, Monitoring, Education</i>		<i>\$41,390</i>	<i>\$170,748</i>	<i>\$646,540</i>	<i>\$9,500</i>	<i>\$485,292</i>	<i>\$656,040</i>	<i>26%</i>
	Capital Improvement Projects and Programs							
3.4	Subwatershed Activity							
3.410	Gem Lake	\$0	\$0	\$0	\$0	\$0	\$0	
3.420	Lambert Creek	\$377,047	\$571,111	\$222,100	\$0	(\$349,011)	\$222,100	257%
3.425	Goose Lake	\$0	\$1,125	\$124,200	\$0	\$123,075	\$124,200	1%
3.430	Birch Lake	\$0	\$637	\$0	\$0	(\$637)	\$0	#DIV/0!
3.440	Gilf Black Tam Wilk Amelia	\$0	\$0	\$16,000	\$0	\$16,000	\$16,000	0%
3.450	Pleasant Charley Deep	\$0	\$0	\$22,500	\$0	\$22,500	\$22,500	0%
3.460	Sucker Vadnais	\$0	\$16,408	\$12,500	\$0	(\$3,908)	\$12,500	131%
3.48	Programs							
3.480	Soil Health Grant	\$0	\$0	\$4,500	\$0	\$4,500	\$4,500	0%
3.481	Landscape 1	\$70	\$70	\$16,000	\$0	\$15,930	\$16,000	0%
3.482	Landscape 2	\$0	\$0	\$28,000	\$0	\$28,000	\$28,000	0%
3.483	Project Research & feasibility	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
3.485	Facilities Maintenance	\$3,710	\$3,710	\$46,540	\$0	\$42,830	\$46,540	8%
3.5	Regulatory							
3.510	Engineer Plan review	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
<i>Total CIP & Program</i>		<i>\$380,826</i>	<i>\$593,061</i>	<i>\$492,340</i>	<i>\$0</i>	<i>(\$100,721)</i>	<i>\$492,340</i>	<i>120%</i>
Total of Core Operations & CIP		\$422,216	\$763,809	\$1,138,880	\$9,500	\$384,571	\$1,148,380	67%

Fund Balance	3/1/2021	4/1/2021
4M Account	\$457,359	\$767,227
4M Plus Savings	\$324,117	\$324,130
Total	\$781,475	\$1,091,357

Restricted funds		4/1/2021
Mitigation Savings		\$21,036
Term Series		\$0

April 2021 VLAWMO Finance Report

Vadnais Lake Area Water Management Orga
Profit & Loss
March 13 through April 9, 2021

8:51 AM

04/01/2021

Cash Basis

Mar 13 - Apr 9, 21

Ordinary Income/Expense	
Income	
5.1 · Income	
5.13 · Interest	22.58
5.15 · Other Income Grants/Loan	257,349.03
Total 5.1 · Income	<u>257,371.61</u>
Total Income	<u>257,371.61</u>
Gross Profit	<u>257,371.61</u>
Expense	
3.1 · Administrative/Operations	
3.110 · Office	
Copies	23.69
Phone/Internet/Machine Overhead	290.00
Postage	76.44
Rent	1,615.00
Supplies	36.98
Total 3.110 · Office	<u>2,042.11</u>
3.120 · Information Systems	
IT Support	1,203.91
Total 3.120 · Information Systems	<u>1,203.91</u>
3.150 · Storm Sewer Utility	1,147.50
3.170 · Misc. & mileage	91.82
3.191 · Employee Payroll	
payroll	27,792.02
Total 3.191 · Employee Payroll	<u>27,792.02</u>
3.192 · Employer Liabilities	
Admin payroll processing	44.92
Administration FICA	2,013.99
Administration PERA	2,084.40
Insurance Benefit	4,541.05
Total 3.192 · Employer Liabilities	<u>8,684.36</u>
Total 3.1 · Administrative/Operations	<u>40,961.72</u>
3.2 · Monitoring and Studies	
3.220 · Equipment	177.96
Total 3.2 · Monitoring and Studies	<u>177.96</u>
3.3 · Education and Outreach	
3.310 · Public Education	250.00
Total 3.3 · Education and Outreach	<u>250.00</u>
3.4 · Capital Imp. Projects/Programs	
3.420 · Lambert Creek Restoration	
Lambert Lake Loan	257,349.03
LL VLAWMO cash match	18,165.22
1 · LL grant \$302,679	101,532.33

April 2021 VLAWMO Finance Report

Total 3.420 · Lambert Creek Restoration	<u>377,046.58</u>
Total 3.4 · Capital Imp. Projects/Programs	<u>377,046.58</u>
3.48 · Programs	
3.481 · Landscape 1 - cost-share	69.92
3.485 · Facilities & Maintenance	3,709.50
Total 3.48 · Programs	<u>3,779.42</u>
Total Expense	<u>422,215.68</u>
Net Ordinary Income	<u>-164,844.07</u>
Net Income	<u><u>-164,844.07</u></u>

April 2021 VLAWMO Finance Report

Vadnais Lake Area Water Management Organization Check Detail

8:49 AM

04/01/2021

March 13 through April 9, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	eft	03/17/2021	Reliance Standard		Checking - 1987		-202.29
				Insurance Benefit		-202.29	202.29
TOTAL						<u>-202.29</u>	<u>202.29</u>
Check	eft	03/17/2021	Reliance Standard		Checking - 1987		-88.50
				Insurance Benefit		-88.50	88.50
TOTAL						<u>-88.50</u>	<u>88.50</u>
Check	5109	04/09/2021	Tyler J Thompson		Checking - 1987		-52.92
				3.170 · Misc. & mileage		-52.92	52.92
TOTAL						<u>-52.92</u>	<u>52.92</u>
Check	5110	04/09/2021	Nicholas Voss		Checking - 1987		-15.12
				3.170 · Misc. & mileage		-15.12	15.12
TOTAL						<u>-15.12</u>	<u>15.12</u>
Check	5111	04/09/2021	Brian Corcoran		Checking - 1987		-23.78
				3.170 · Misc. & mileage		-23.78	23.78
TOTAL						<u>-23.78</u>	<u>23.78</u>
Check	5112	04/09/2021	Metro Blooms		Checking - 1987		-250.00
				3.310 · Public Education		-250.00	250.00
TOTAL						<u>-250.00</u>	<u>250.00</u>
Check	5113	04/09/2021	SEH		Checking - 1987		-17,926.42
				LL VLAWMO cash match		-500.00	500.00
				LL VLAWMO cash match		-17,426.42	17,426.42
TOTAL						<u>-17,926.42</u>	<u>17,926.42</u>
Check	5114	04/09/2021	Kennedy & Graven, Chartered		Checking - 1987		-238.80
				LL VLAWMO cash match		-238.80	238.80
TOTAL						<u>-238.80</u>	<u>238.80</u>
Check	5115	04/09/2021	Ehlers & Associates, Inc.		Checking - 1987		-1,147.50
				3.150 · Storm Sewer Utility		-1,147.50	1,147.50

April 2021 VLAWMO Finance Report

TOTAL		-1,147.50	1,147.50
	Check 5116 04/09/2021 Houston Engineering, Inc	Checking - 1987	-3,709.50
	3.485 · Facilities & Maintenance	-3,709.50	3,709.50
TOTAL		<u>-3,709.50</u>	<u>3,709.50</u>
	Check 5117 04/09/2021 City Of Roseville	Checking - 1987	-1,203.91
	IT Support	-1,203.91	1,203.91
TOTAL		<u>-1,203.91</u>	<u>1,203.91</u>
	Check 5118 04/09/2021 Nick Ong	Checking - 1987	-69.92
	3.481 · Landscape 1 - cost-share	-69.92	69.92
TOTAL		<u>-69.92</u>	<u>69.92</u>
	Check 5119 04/09/2021 City of White Bear Lake	Checking - 1987	-36,185.59
	payroll	-27,792.02	27,792.02
	Administration FICA	-2,013.99	2,013.99
	Administration PERA	-2,084.40	2,084.40
	Insurance Benefit	-4,250.26	4,250.26
	Admin payroll processing	-44.92	44.92
TOTAL		<u>-36,185.59</u>	<u>36,185.59</u>
	Check 5120 04/09/2021 Sunram Construction, Inc	Checking - 1987	-358,881.36
	1 · LL grant \$302,679	-101,532.33	101,532.33
	Lambert Lake Loan	-257,349.03	257,349.03
TOTAL		<u>-358,881.36</u>	<u>358,881.36</u>
	Check 5121 04/09/2021 City of Vadnais Heights	Checking - 1987	-2,005.13
	Rent	-1,615.00	1,615.00
	Phone/Internet/Machine Overhead	-290.00	290.00
	Postage	-76.44	76.44
	Copies	-23.69	23.69
TOTAL		<u>-2,005.13</u>	<u>2,005.13</u>

April 2021 VLAWMO Finance Report

Vadnais Lake Area Water Management Organization Custom Transaction Detail Report February 1 through April 1, 2021

10:05 AM

03/31/2021

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Feb 1 - Apr 1, 21									
Credit Card Charge	02/03/2021		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	36.00	36.00
Credit Card Charge	02/09/2021		adobe *photography plan		US Bank CC	√	Software	9.99	45.99
Transfer	02/22/2021			Funds Transfer	US Bank CC	√	Checking - 1987	-338.59	-292.60
Credit Card Charge	02/26/2021		Adobe "Creative Cloud		US Bank CC	√	Software	32.20	-260.40
Credit Card Charge	03/01/2021		Ace Hardware	supplies workday crew	US Bank CC	√	3.220 · Equipment	99.98	-160.42
Credit Card Charge	03/02/2021		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	36.00	-124.42
Credit Card Charge	03/03/2021		FastSigns	signs for sucker channel	US Bank CC		3.220 · Equipment	143.37	18.95
Credit Card Charge	03/11/2021		Ace Hardware	supplies workday crew	US Bank CC		3.220 · Equipment	100.20	119.15
Credit Card Charge	03/15/2021		Ace Hardware	supplies workday crew	US Bank CC		3.220 · Equipment	107.96	227.11
Credit Card Charge	03/19/2021		Landscape Restoration	buckthorn removal chemicals	US Bank CC		3.220 · Equipment	70.00	297.11
Credit Card Charge	03/24/2021		Staples	usb drives	US Bank CC		Supplies	36.98	334.09
								334.09	334.09
Feb 1 - Apr 1, 21									

TEC Report to the Board
April 2021

Programs & Projects	Effort Level	Completion Date	Comments
	LOW		
	MED		
	HIGH		
Projects			
Lambert Pond /Meander Project		2021/22	Construction of Meander and Sheet Pile completed.
East Goose Lk Adaptive Mgnt.		2021- ongoing	Community Survey closed on 3/31/21. 101 responses received.
Ditch 14 Maintenance project		2021/22	Working on Phase II project coordination on Ditch 14 as well as Branch Ditch #3 maintenance planning
OPEN			OPEN
MPCA 319 Planning		2021	Currently discussing proposed concept plans to be applied for in anticipated 319 grant application which would be considered at either the April or June Board meeting.
21-23 BWSR WBF		2023	Grant workplan approved by BWSR, and Grant Agreement to be signed at 2021 April Board. Staff working on grant implementation.
Programs			
Outreach		Feb-April	East Goose Lake Community Engagement Survey now closed. Results are being compiled together with the hardcopy response forms received from shoreline homeowners from December, 2020 to February, 2021. Lambert Lake Pond and Meander Factsheet completed to celebrate completion of project construction.
Education		April-June	New MS4 programming underway in collaboration with neighboring watersheds. Raingarden and native plant workshops scheduled from April into May.
Website		March	East Goose Lake Adaptive Management Web Hub posted on website. New projects pages for Lambert Creek dredging, Co Rd F raingardens. 2021 cost-share program reflected on grants page and under news. New project pages posted in conjunction with East Goose Lake web hub. 2020 Water Monitoring summary and 2020 annual report posted.
WAV		Jan-May	WAV activities for 2021 allocated. Junior Watershed Explorer booklet continuing promotion, Aquatic Invasive Species detection continuing for 2021 monitoring year. Community-engaged U of MN volunteers active until end of college semester.
Cost Share		ongoing	Coordinating with municipalities for 2021 street recon RGs. 2021 landowner site visits and communication in full-swing.
GIS		ongoing	VLAWMO GIS site updated for 2021. Continuing to support project & program needs.
Monitoring		ongoing	2021 season begins April 2021
WCA		ongoing	administering WCA as needed

TEC Report to the Board
April 2021

Administration & Operation			
Audit		2021	Will be brought to April Board meeting for consideration.
Budget		2020-21	High level long range budget discussion will be held with VLAWMO Board Subcommittee in Mid April. 2022 budget discuss will be initiated at the April Board meeting with the final 2022 budget consideration at the June Board meeting.
Personnel		2021	staff continue to pursue professional development per their approved training plans.
SSU		ongoing	Parcel redefinitions have been reviewed as they are submitted.
Administration/ HR		ongoing	

FINANCIAL SUMMARY as of 4/1/2021			CD's		4M Term Series	
					Maturity	Rate
4M Account (1.10)	4M Plus (1.23)	Total	Term series			
\$767,227	\$324,130	\$1,091,357				

Budget Summary	Actual Expense YTD	2021 Budget amended	Remaining in Budget	% YTD
Operations	\$170,748	\$656,040	\$485,292	26%
CIP	\$593,061	\$492,340	(\$100,721)	120%
Total	\$763,809	\$1,148,380	\$384,571	67%



Vadnais Lake Area Water Management Organization

800 East County Rd E
Vadnais Heights, MN 55127
vlawmo.org
(651) 204-6070

COMMUNITY BLUE GRANT APPLICATION

Please submit form and required materials to: NICK VOSS
Nick.Voss@vlawmo.org

BASIC INFORMATION

PROJECT NAME	Upstream: Connecting & collecting stories about our water (Updated from 2020 application)
--------------	---

CONTACT PERSON	Danielle Cézanne, Gallery Director, White Bear Center for the Arts (WBCA)
----------------	---

ADDRESS	4971 Long Ave	CITY ZIP	White Bear Lake 55110
---------	---------------	----------	-----------------------

ORGANIZATION	WBCA	PHONE	651-407-0597	EMAIL ADDRESS	dcezanne@whitebeararts.org
--------------	------	-------	--------------	---------------	----------------------------

WHAT GEOGRAPHIC AND/OR DEMOGRAPHIC AREA DO YOU SERVE?	NE Metro Region, primarily within 10 miles of White Bear Lake
---	---

HOW MUCH ARE YOU REQUESTING? (BETWEEN \$200 AND \$10,000)	\$1,000
---	---------

HOW MUCH ARE YOU PREPARED TO MATCH OR PROVIDE IN-KIND?	\$3,755 (WBCA) + \$5,407 (VLAWMO 2020 Grant)
--	--

PROJECT BACKGROUND

INTRODUCTION & GOAL

1. A: DESCRIBE THE MISSION AND GOALS OF YOUR ORGANIZATION/PROFESSION AND WAYS IT RELATES TO WATER RESOURCES.

B: IN 2-3 SENTENCES: WHAT DOES THE PROJECT DO (LIST HARD DETAILS OF #, PLACE, EVENT, ETC). AND WHAT'S THE GOAL?

A: White Bear Center for the Arts (WBCA) enriches lives, nourishes imagination, and builds understanding through the arts in all forms. WBCA offers 900+ classes, serves all ages and abilities, and reaches over 17,000 people per year from a regional community. This has continued through the pandemic in virtual, hybrid, outdoor, and physically-distant programming.

WBCA has an implicit relationship with water management and conservation because of its location, adjoining a wetlands and neighboring watersheds. WBCA is again addressing water stewardship as it expands its campus in 2021, an opportunity to engage the public in local water's history and stewardship.

B: During the summer of 2021, WBCA will work with artist Anna Metcalfe to: 1) gather local stakeholders to assemble key stories related to the Vadnais Lake Area Watershed, 2) host a kickoff event with a round table of stakeholders, 3) conduct 8 intimate conversations about water in "Upstream" tea ceremonies, 4) conduct an Ojibwe Nibi/Water Walk 5) record 64 stories relating to water, and 6) host a post-event to share stories to the broader community and spark future action.

"Upstream" was first approved by the VLAWMO Board of Directors at the February 26, 2020 Board of Directors meeting. Due to COVID-19, the project was amended at the April 22, 2020 Board of Directors meeting. This amendment postponed the project until 2021. At the time of the amended project, \$5,407 was issued from VLAWMO to the White Bear Center for the Arts as the first payment of 2 according to the grant agreement. This payment has been retained and is now integrated with an updated application and project plan to better reflect the essential accommodations made for COVID-19 safety precautions.

2. DESCRIBE HOW YOUR PROJECT WILL PROTECT OR IMPROVE WATER QUALITY. FOR EDUCATIONAL COMPONENTS, DESCRIBE BEHAVIORS AND ACTIONS THAT WILL BE ENCOURAGED THROUGH THE PROJECT AS THEY RELATE TO WATER.

1. WBCA will spread information critical to local stakeholders about the risks and challenges faced today to event attendees (est. 150-200) and on digital platforms (7000+). People will receive information on VLAWMO volunteer opportunities and be encouraged to sign up for programs like Adopt-a-drain and refreshing community/public raingardens and bio-swales.
2. WBCA activities will raise awareness for the bio-swale at Central Middle School and organize one volunteer refresh (maintenance) event for this critical piece of local infrastructure.
3. Convening events will showcase the work of VLAWMO's Master Water Stewards and provide opportunities for those stewards to share their experiences with others. Pertinent watershed issues including but not limited to high water levels, salt/deicer, pollinators, civic engagement concerning water, and impaired waterbodies will be addressed.
4. Native history and culture will be incorporated by highlighting the impact of rapid suburban development in the watershed. Native leaders and community members will participate in the tea ceremonies, and participate in a Nibi/Water Walk.
5. WBCA and VLAWMO will be able to track the number of new actions (such as volunteer registrations, event sign-ups) and attitude changes generated by the hosting activities.
6. VLAWMO will be able to share additional resources (cost share brochures, etc.) to WBCA's audience, improving visibility long-term for VLAWMO events & opportunities.
7. By hosting events in public spaces near water, participants are naturally connected to community water bodies, facilitating stories and the exchange of information about local water resources.

The impact of COVID-19 and related safety measures will be part of the planning and implementation of the above during summer 2021. Digital tools will help expand access to these programs.

3. DESCRIBE ANY PROJECT PARTNERS, THEIR ROLE IN THE PROJECT, THEIR QUALIFICATIONS, AND THEIR ROLE IN YOUR PROJECT. FOR PROJECTS WITH INVOLVED PARTNERSHIPS, A SEPARATE CONFIRMATION LETTER MAY BE REQUESTED.

Please provide specifics (names, titles, email or phone #)

Anna Metcalfe: Artist, founder of Upstream, 2020 McKnight Mid-Career Artist Grant recipient.

AnnaMetcalfe@gmail.com | 540–905-1091 | upstreamtea.com

Anna is an established artist who began hosting tea ceremonies to connect people and share stories related to water, in a project called “Upstream.” Participants each receive tea in a cup with a printed story: people read someone else’s story on their cup, have a conversation, and ultimately share their own water stories. Participants write down their story on a template, which Anna later prints on a teacup through a ceramic transfer process. Cups collected are passed down to future sessions; participants leave with their initial cup.

Guy Wagner: Videographer. Guy produced the video featured on upstreamtea.com. Guy will record the activities of the project and both WBCA and VLAWMO will be able to distribute the video to promote Community Blue.

Sharon Day: Sharon Day founded the Nibi/Water Walks (nibiwalk.org) based in Ojibwe Ceremonial Water Teachings. She is co-founder and Executive Director of Indigenous Peoples’ Taskforce, and has worked previously with Anna Metcalfe as well as WBCA teaching artists. Sharon would like to participate in the inaugural tea ceremony, and will collaborate with VLAWMO and WBCA to create a water walk associated with this program.

VLAWMO staff and other community stakeholders with watershed leadership qualities will be solicited to participate in the planning and creating “seed cups” for this project. Their input will be critical in shaping key messages for the public and creating a local starting point for the tea ceremony conversations. WBCA has 50 years of community connections to rely on, and with the support of VLAWMO, feels confident in its ability to gather input from exemplary “water leaders” for the project.

PROJECT OBJECTIVES

4. IN THE SPACE BELOW, PLEASE BREAK DOWN YOUR PROJECT INTO OBJECTIVES (UP TO 5). THESE SHOULD TELL THE STORY OF YOUR PROJECT FROM PREPARATION TO ACTION TO FOLLOW-UP MEASURES. INCLUDE AN ESTIMATED COMPLETION DATE (left box) AND COST (right box) TO EXPIDITE PROJECT BUDGETING AND FUND DISPERSAL.

1	OBJECTIVE	Assemble Stakeholders & Plan	COMPLETION DATE (M/Y) COST (right box)	06/21	\$2,320
	DESCRIPTION	Anna will host the first tea conversation with stakeholders assembled by WBCA, and cast the teacups they created to seed the project's tea ceremonies. This will also be recorded for promotion and documentation purposes.			
	POSSIBLE BARRIERS	Soliciting 6-8 community stakeholders ("water leaders"); ensuring equitable representation of local communities.			

2	OBJECTIVE	Kickoff public program	COMPLETION DATE (D/M/Y) COST (right box)	06/21	\$720
	DESCRIPTION	The VLAWMO project will be specially featured in WBCA's Summer 2021 catalog, encouraging participation and sign-ups. In lieu of a large public gathering, video from the first tea ceremony will be used for promotion. WBCA will work with Press Publications and community networks Many Faces and Chambers of Commerce to spread the word.			
	POSSIBLE BARRIERS	Barriers: Ensuring all informational pieces are included per virtual and print format.			

3	OBJECTIVE	Upstream Tea Ceremonies	COMPLETION DATE (D/M/Y) COST (right box)	08/20	\$4,872
	DESCRIPTION	8 free tea ceremonies from June - September, creating space to share important stories about water. Locations will be primarily outdoors: Boatworks Commons, Matoska Park Gazebo, 1 at the Central Middle School/ Lambert Creek bio-swale; 1 Nibi/Water Walk.			
	POSSIBLE BARRIERS	Barriers: Possible rain & weather, presume some registrants may not attend. WBCA's campus is under construction and that may prohibit and use of the center.			

4	OBJECTIVE	Culmination Event	COMPLETION DATE (D/M/Y) COST (right box)	09/20	\$2,250
	DESCRIPTION	Anna, a quality public speaker, will share stories collected through the conversations and insights from stakeholders at a virtual presentation, which also includes the premiere of the project video. WBCA will coordinate community resources to encourage sign-ups and future VLAWMO participation.			
	POSSIBLE BARRIERS	Ensuring access to the presentation via multiple formats (online, local cable).			

5	OBJECTIVE		COMPLETION DATE (D/M/Y): COSTS: (right box)		
	DESCRIPTION				
	POSSIBLE BARRIERS				

MEASUREMENT AND EVALUATION

5. DESCRIBE HOW YOU WILL MEASURE THE SUCCESS OF YOUR PROJECT.
Measurements should be phrased as a final result. What tangibles will prove that the objective was met?
Example: Number of participants, number of installations, gallons of storm water infiltrated, etc. Effective measurables relate back to the goal and purpose of the project – VLAWMO will make recommendations as needed. If an objective doesn't need a measurable please indicate another objective that has a measurable that serves to measure both.

OBJECTIVE 1: Share information about the Vadnais Lake Area Watershed: history, communities, needs.

- Track number of attendees, informational flyers, and web traffic to VLAWMO resources
- Gather key stakeholders and record their stories (6-8) as seed stories for the project & participants
- Share video and images on social media platforms, creating permanent record of project
- Document the stories generated by the project, contributing to future Upstream ceremonies.
- Incentivize participation by offering WBCA membership discounts (20% off) to VLAWMO residents & volunteers

Goal: 100 participants registered for ceremonies or volunteer events who live or work in the VLAWMO watershed. Generate 1000 website views for the project. 40 new VLAWMO @ WBCA memberships.

OBJECTIVE 2: Generate registration for VLAWMO volunteer opportunities

- Track #'s: Adopt-a-drain, Rain garden maintenance, master steward sign-ups
- Track commitments for private property behaviors: water-friendly lawn care, rain gardens/pollinator garden installation.

Goal: 40 adopt-a-drain adoptions, 40 private property commitments, 12 raingarden maintenance volunteers engaged at Central Middle School bioswale, 8 adopt-a-raingarden registrations for other public raingardens, 20 participants seeking new VLAWMO cost-share grants or Lawns to Legumes grants. 15 miscellaneous behavior commitments (independent trash pick-up, stormdrain stenciling, macroinvertebrate monitoring, phenology/picture post involvement, civic engagement, smart salting promotion, other relevant but unforeseen behaviors screened by VLAWMO staff).

OBJECTIVE 3: Survey changes in awareness around key local issues

- Design a short list of local risks, projects, and opportunities for involvement.
- Use a pre-survey to collect people's assumptions about water issues (developed in Objective 1)
- Collect post-survey to measure a change/growth in attitude, knowledge, skills, and behavior (Distributed at all events).

Goal: 80 pre-and post survey responses. 80% document increase in attitude, knowledge, skills, and behavior.

OBJECTIVE 4: Retention after engagement

Goal: 50% retention of participants – participants involved in any step of the way return to participate at a future VLAWMO or WBCA event. News release, video summary unveiling, and social media exposure.

BUDGET DESCRIPTION

DESCRIBE THE BUDGET: List 1) materials and services that the requested funds will go towards and 2) description of Match funds that go with that objective/expense.

**All of Anna's miles are accounted for within one objective for ease of accounting.*

OBJECTIVE 1/EXPENSE 1: \$2,320

Anna's prep time= \$320; Honoraria = \$400; Materials = \$200; WBCA staff time = \$900; Promo video = \$500

OBJECTIVE 2: \$720

WBCA staff time= \$300, 2-page catalog spread= \$220; Promotions & Advertising = \$200

OBJECTIVE 3: \$4,872

Anna 8 sessions= \$1,600; Anna Materials = \$1,600 (64 teacups, fired); WBCA staff time = \$600;
*Project miles = \$204.12; Press Ads (\$868)

OBJECTIVE 4: \$2,250

Project video= \$1,500; Anna Honorarium= \$150; WBCA staff time= \$600

BUDGET

7. COMPLETE THE FOLLOWING TABLE FOR PROJECT COSTS. IF ADDITIONAL COSTS EXIST INDEPENDENT OF GRANT FUNDING LIST THEM AS FUNDING AS OTHER SOURCE. PLEASE SPECIFY AN AMMOUNT PER EXPENSE AND A TOTAL. THE GREEN BOX IN PART 7 MUST EQUAL THE GREEN BOX IN PART 8. USE WORK PLAN SPREADSHEET FOR MORE DETAIL. TIP: ALIGN EXPENSES ACCORDING TO OBJECTIVES IN PART 5.

EXPENSES Reflect objective #	PERSONNEL COSTS "N/A" if blank	MATERIALS / SUPPLIES "N/A" if blank	FUNDING FROM OTHER SOURCE "N/A" if blank	TOTAL
EXPENSE 1: Prep & Plan	N/A	N/A	\$2,320	\$2,320
EXPENSE 2: Promotion & Participation	N/A	N/A	\$720	\$720
EXPENSE 3: Tea Ceremonies	\$1000	N/A	\$3,872	\$4,872
EXPENSE 4: Final Event	N/A	N/A	\$2,250	\$2,250
TOTALS	\$1000	N/A	\$9,162	\$10,162

Description of other source funding:

\$5,407 - VLAWMO grant funds (supporting tea ceremonies, events). WBCA contributes \$3,755 from its budget (staff, promo).

TOTAL EXCLUDING MATCH FUNDS:

\$1,000

GRANT FUNDING & MATCH FUNDS

8. PLEASE FILL IN THE TABLE BELOW WITH HOW YOU PLAN TO ALLOCATE YOUR FUNDING.

Match funds are required assets for the project that strive to support community investment and exposure. Match funds may be cash from other sources, mileage, pre-existing materials involved in the project, or provided in-kind (i.e. volunteer services). In-kind match hours may be volunteer service hours, voluntary presentations, etc. Consult with VLAWMO staff for discussion on what applies as match funds. THE BLUE BOX SHOULD BE AN ADDITIONAL 25-100% OF THE GREEN BOX. PROJECT APPLICATIONS ARE WEIGHED WITH A PREFERENCE FOR PROJECTS WITH HIGHER MATCH FUNDS, IN ADDITION AND ARE VOTED ON THROUGH THE VLAWMO TECHNICAL COMMISION.

VOLUNTEER HOURS ARE VALUED AT
\$25/HR
MILEAGE IS VALUED AT
\$0.525/MI

EXPENSES	REQUESTED VLAWMO FUNDING	MATCH FUNDS		TOTAL
		Cash	In-kind	
EXPENSE 1: Anna Metcalfe, Artist	\$1,000	\$1,274		\$2,274
EXPENSE 2: Materials	\$0	\$1,800		\$1,800
EXPENSE 3: Honoraria + Video	\$0	\$2,400		\$2,400
EXPENSE 4: WBCA Staff time & associated in-kind space, advertising	\$0	\$3,688		\$3,688
TOTALS	\$1,000	\$9,162		\$10,162

BUDGET CONTINUED

9) DESCRIPTION OF MATCH FUNDS: CASH AND/OR IN-KIND HOURS. Briefly describe the nature, activity, or function of the match funds for each expense line. I.e. "volunteer hours", "honorarium", etc.

EXPENSE 1: Anna is allotted 8 hours of planning & prep time. This will cover two planning meetings with WBCA, maintenance of her mobile tea ceremony kit, and contribute to evaluation. Anna is paid \$200 per tea ceremony, which includes associated prep & clean-up and approximately 2 hours of contact time. Anna will buy tea and refreshments as part of this stipend. Mileage accounts for Anna's 9 43.2-mile trips.

EXPENSE 2: Each cup costs \$25, accounting for production & materials. Each ceremony participant receives a cup: est. 8/ceremony, 8 ceremonies.

EXPENSE 3: \$2000 supports the production of a short promotional video and a 5-minute project video. Each community stakeholder will be given a \$50 honorarium for the video-recorded first ceremony hosted by Anna Metcalfe.

EXPENSE 4: WBCA's staff time provides for planning, programming, and publicity. WBCA coordinates with the City of White Bear Lake for free access to its facilities, including the Boatworks Commons and Matoska Park. *Note: bio-swale volunteer hours, Nibi walk volunteer hours, free public space, and other volunteer time associated with the project was not monetized within the budget.*

FUTURE POTENTIAL

10.) WILL YOU OR THE PROJECT PARTNERS BE ABLE TO REPEAT THIS PROJECT? EXPLAIN HOW THE PROJECT WILL BE CARRIED ON IF 1) THE PROJECT IS A SUCCESS AND 2) ADDITIONAL FUNDS WERE AVAILABLE

This project can extend in two different ways: first, by continuing to repeat Upstream tea ceremonies, a multi-year endeavor by Anna Metcalfe; second, by expanding partnership and collaboration between WBCA, VLAWMO, and other area organizations & nonprofits.

Anna's Upstream model is inherently replicable and continues to build richness over many years. Additional funding could: 1) fund the transfer & firing process for all or a portion of the 80 (est.) cups made by participants; 2) create a self-published book or booklet with photographs and stories collected through the process.

WBCA+VLAWMO events will be shared with local associations such as VHEDC, WBL Chamber of Commerce and Many Faces: Many Stories. These connections will help spread future events & programs among a broader, shared audience, and further integrate both WBCA and VLAWMO into the community. WBCA will be drawing from past Community Blue participants & stakeholders, creating continuity for the program long-term.

11.) HOW DID YOU HEAR ABOUT OUR GRANT PROGRAM?

Nick Voss helped introduce us to Community Blue and guided us through shaping the proposal.

Community Blue: Application Score Chart

“Upstream” – White Bear Center for the Arts

March 12, 2021 TEC

Completed by Nick Voss 4/1/21

Scoring Criteria: Evaluating the content and nature of the proposed project.

Category	Points Possible	Points Assigned
Program fit (20%): Project is compatible with the Community Blue goal or makes a strong case to relate to VLAWMO’s mission. SMART Goals and desired outcomes are clearly stated. Topic of interest is timely and appropriate, target audience(s) defined, outreach method, and connections are made to local water resources are defined. A minimum of 25% match-funds are outlined. Projects within VLAWMO cost-share target zones are weighed more.	1-20	20
Leadership (20%): Project demonstrates watershed leadership and motivates participants to reflect on and improve their relationship to water. Project inspires water-related awareness, knowledge, attitude, skills, and behaviors, while outlining and committing to physical maintenance when needed.	1-20	20
Evaluation (20%) Project has an evaluation component with goals that are specific and measurable. Evaluation provides meaningful information that can be used to assess results and provide comparison to future projects. Applicant has a plan for sharing and disseminating results.	1-20	20
Growth and replication (10%) Project creates social and organizational networks to inspire future projects related to water resource improvement and education, or demonstrates an ability to be efficiently replicated.	1-10	4
Collaboration/Engagement (10%) Project engages appropriate partners and local citizens in the planning, implementation and/or evaluation process. Partners demonstrate a high level of support for project proposal.	1-10	10
Budget (10%) Funding request is detailed and appropriate. Sub-costs in objectives clearly add up to final cost.	1-10	10
Timeline (10%) Timeline is clear and realistic given the scope of the project.	1-10	10
Total:	100	94

Comment:

Only points detracted due to the innovative and specialized nature of the project being difficult to replicate. Future potential to sustain project is mentioned and possible, but program changes in Community Blue in late 2020 create more budget constraints than when this project was originally presented in early 2020.

Continued on reverse

Application Criteria: Evaluating the application for clarity, reliability, and its ability to serve as a tool to guide VLAWMO, the applicant, and project partners over the course of the project's lifespan.

Category	Points Possible	Points Assigned
Outlined objectives (40%): The project is clearly outlined by up to 5 objectives serving as stages of the project. Each objective is a specific task within the project, accompanied by a measurable outcome, timeframe, and associated cost. Costs and timeframes of objectives clearly match the overall budget and timeframe.	1-20	20
SMART measurements (40%): Objectives include front-end, middle, and back-end measurements. Exceptional applications seek not to just complete the project but to also collect information for evaluation (closing survey, etc.). If parts of the project are dependent on unknown variables at the time of the application, these are clearly defined and distinguished as a list of prospective directions and actions. Prospective actions are equipped with defined measurements should they occur.	1-20	20
Partnerships and Contacts (20%): Project partners are listed in the application with names, titles, contact information, and role in the project. Maintenance responsibilities are defined with contacts and timeframe.	1-10	20
Total:	50	50
Suggestions for application improvement: N/A		

Grand Total: 145 / 150

Grant approval scale:

1-49: Decline application citing scoring results and other reasons why.

50-79: Decline application, send back to applicant with suggestions for re-working and a new submission at a later time.

80-99: Approvable grant on the condition of outlined improvements and comments from TEC or BOD.

100-150: Approvable grant.

Community Blue: Application Score Chart

“Upstream” – White Bear Center for the Arts

March 12, 2021 TEC

Scoring Criteria: Evaluating the content and nature of the proposed project.

Category	Points Possible	Points Assigned
Program fit (20%): Project is compatible with the Community Blue goal or makes a strong case to relate to VLAWMO’s mission. SMART Goals and desired outcomes are clearly stated. Topic of interest is timely and appropriate, target audience(s) defined, outreach method, and connections are made to local water resources are defined. A minimum of 25% match-funds are outlined. Projects within VLAWMO cost-share target zones are weighed more.	1-20	
Leadership (20%): Project demonstrates watershed leadership and motivates participants to reflect on and improve their relationship to water. Project inspires water-related awareness, knowledge, attitude, skills, and behaviors, while outlining and committing to physical maintenance when needed.	1-20	
Evaluation (20%) Project has an evaluation component with goals that are specific and measurable. Evaluation provides meaningful information that can be used to assess results and provide comparison to future projects. Applicant has a plan for sharing and disseminating results.	1-20	
Growth and replication (10%) Project creates social and organizational networks to inspire future projects related to water resource improvement and education, or demonstrates an ability to be efficiently replicated.	1-10	
Collaboration/Engagement (10%) Project engages appropriate partners and local citizens in the planning, implementation and/or evaluation process. Partners demonstrate a high level of support for project proposal.	1-10	
Budget (10%) Funding request is detailed and appropriate. Sub-costs in objectives clearly add up to final cost.	1-10	
Timeline (10%) Timeline is clear and realistic given the scope of the project.	1-10	
Total:	100	

Comments:

Continued on reverse

Application Criteria: Evaluating the application for clarity, reliability, and its ability to serve as a tool to guide VLAWMO, the applicant, and project partners over the course of the project's lifespan.

Category	Points Possible	Points Assigned
Outlined objectives (40%): The project is clearly outlined by up to 5 objectives serving as stages of the project. Each objective is a specific task within the project, accompanied by a measurable outcome, timeframe, and associated cost. Costs and timeframes of objectives clearly match the overall budget and timeframe.	1-20	
SMART measurements (40%): Objectives include front-end, middle, and back-end measurements. Exceptional applications seek not to just complete the project but to also collect information for evaluation (closing survey, etc.). If parts of the project are dependent on unknown variables at the time of the application, these are clearly defined and distinguished as a list of prospective directions and actions. Prospective actions are equipped with defined measurements should they occur.	1-20	
Partnerships and Contacts (20%): Project partners are listed in the application with names, titles, contact information, and role in the project. Maintenance responsibilities are defined with contacts and timeframe.	1-10	
Total:	50	
Suggestions for application improvement:		

Grand Total: _____ / 150

Grant approval scale:

- 1-49: Decline application citing scoring results and other reasons why.
- 50-79: Decline application, send back to applicant with suggestions for re-working and a new submission at a later time.
- 80-99: Approvable grant on the condition of outlined improvements and comments from TEC or BOD.
- 100-150: Approvable grant.

Applicant Landowner Information

Name:	Eric Biese
Address of property where project will be implemented:	13 Duck Pass Road
City, State, Zip:	North Oaks MN 55127
Phone:	612-481-0331
Email address:	ebiese@yahoo.com

Grant Specifics

ESTIMATED TOTAL COST
OF YOUR PROJECT:\$ 1700⁰⁰AMOUNT OF GRANT REQUESTED:
(\$750 MAXIMUM)\$ 750⁰⁰(\$1,000 Maximum if within Targeted
Priority Zone)

WHEN DO YOU PLAN TO COMPLETE YOUR PROJECT?

6/2021 - 9/2021

PROJECT TYPE:

Raingarden Native
Restoration/Pollinator
Planting Turf Replacement Other If other, please describe
proposed project:

Project Background

Describe your property: Does your property connect to a lake, stream, ditch, or wetland in VLAWMO? What is the purpose of your project?

Property connects to Teal Pond. The property is quite hilly. Project is attempting to slow down water flow from rain and reduce soil erosion.

Describe how your project will support the goals of the Soil Health Grant Program (see guidance page for more information). Does your proposed project directly reduce, capture, or treat stormwater?

Proposed project is to replace old trees that were recently removed as they were dead. Add shrubs and plantings to reduce water runoff and slow soil erosion. The project will add plants to attract pollinators.

Please briefly describe anticipated maintenance activities of your project.

See attached suggesting documents describing projects.

Project Specifications

In order to determine the water quality benefit of your project (amount of stormwater and pollutants captured), specific information is required for VLAWMO staff to perform the calculations. If you are working with a professional landscaper, they should be able to provide you with this information.

TOTAL PROPERTY AREA (Acres):	<u>1.6 acres</u>	TOTAL PROJECT SIZE (SQ.FT.):	<u>1,120</u>
IMPERVIOUS AREA DRAINING TO PROJECT (SQ.FT.):	_____	PERVIOUS AREA DRAINING TO PROJECT (SQ.FT.):	_____

IF YOUR PROJECT INCLUDES INFILTRATION, PLEASE PROVIDE THE FOLLOWING INFORMATION

SOIL INFILTRATION RATE (INCHES/HR):	_____	DEPTH OF RAINGARDEN BASIN (INCHES):	_____
--	-------	--	-------

Additional Required Attachments

To complete your application, please include:

- Detailed drawing or plan of the proposed project, drafted by either the landowner or a contractor.
- Detailed project budget estimate with clear cost and material breakouts that equate to your total project cost estimate.

This information, along with the application, may be scanned and emailed to VLAWMO GIS Watershed Technician, Tyler Thompson (tyler.thompson@vlawmo.org)

Opting in to the education incentives would allow reapplying for Soil Health Grant funds the consecutive year after being awarded grant funding. Incentives entail committing to three of the following four options for 2 years:

1. Documenting seasonal photos, organizing them, and sending them to VLAWMO via jump drive or email, to show the progress and growth of the project.
2. Provide a neighborhood spotlight article featuring a photo of participants posing in front of the project, as well as a mini-interview 1-2 years after the project was installed to speak to their experience in install, maintenance, any problems, and enjoyment for others to learn from.
3. Participate as a host site for VLAWMO's annual neighborhood BMP tour working in conjunction with VLAWMO Master Water Stewards.
4. Help coordinate VLAWMO's annual native plant swap with Master Water Stewards. This entails saving seeds, dividing and potting mature plants for sharing with other residents or public raingardens, or taking plants from the plant swap for the home project as needed.

VLAWMO Soil Health Grant Operations & Maintenance Requirements:

Projects must be maintained for a minimum of 5 years, and applicants must be willing to participate in VLAWMO's Education & Outreach and project sharing efforts. The applicant is responsible for Project maintenance items referenced in the Soil Health Grant Guidance document for a 5 year period, after Project completion. VLAWMO is not responsible for completing maintenance activities, but will assist with staff guidance. A project may be visited and inspected by VLAWMO staff during the 5 year maintenance period. Please inform VLAWMO if you move within the 5 years of project implementation so we may provide the new owners with information and guidance on Project.

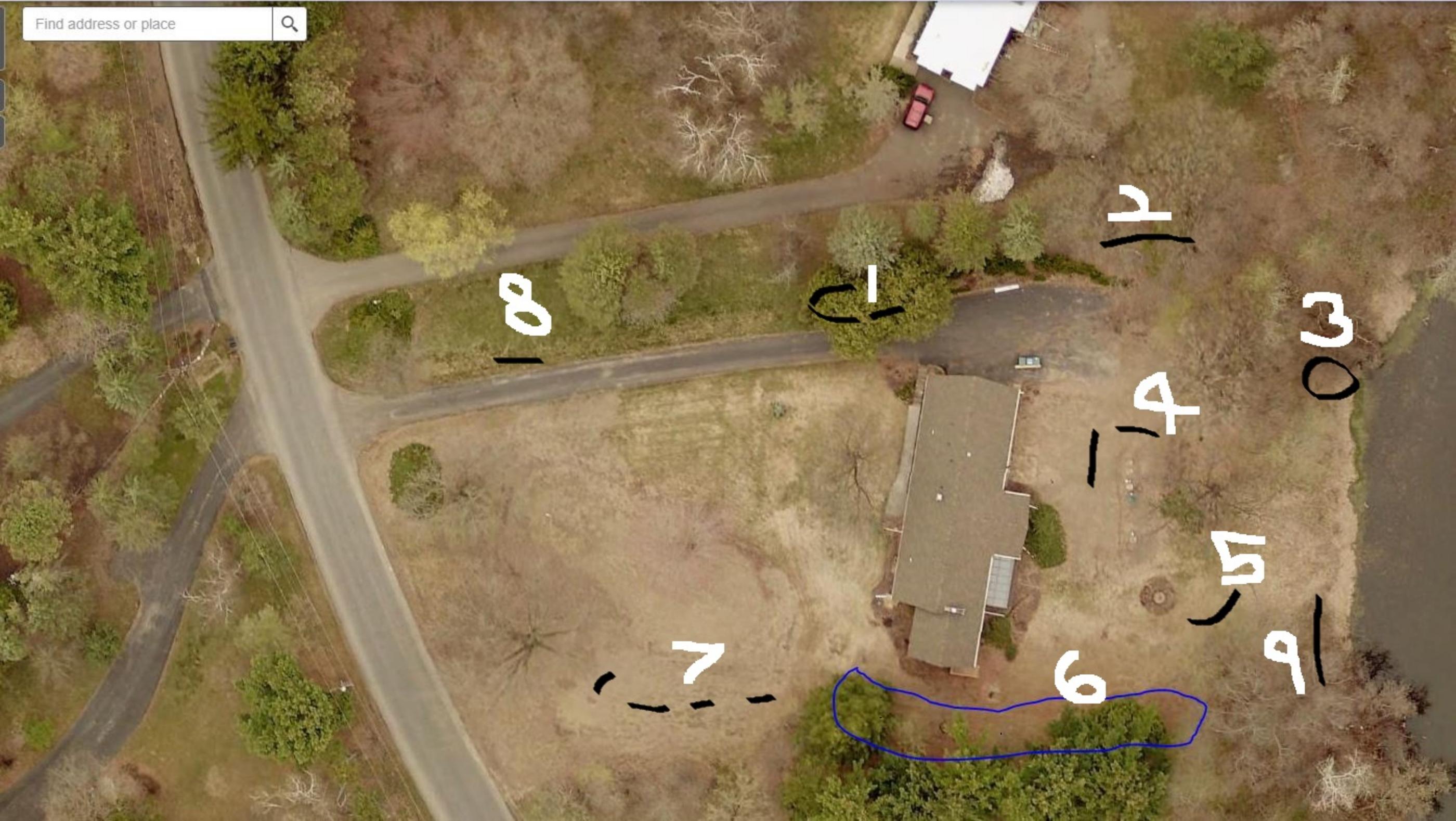
Are you willing to commit to the following Soil Health Grant requirements:

- Maintain the project for at least 5 years after its implementation? YES NO
- Participate in VLAWMO's outreach and project sharing efforts? YES NO
- Do you understand that your Project may be visited and inspected by a VLAWMO representative during the 5 year Project maintenance period? YES NO

Print Name Eric Biese

Signature Eric Biese Date 3/25/2021

Find address or place



13 Duck Pass Road Projects

Overall goal: To add plants, shrubs, and trees to prevent runoff and slow erosion.

1

Add plantings to existing perennial bed under Cedar trees.

Wild geranium

Blue phlox

2

Add plantings to existing perennial bed in area where Oak tree was removed.

Wild ginger

Astilbe

Anise scented goldenrod

Lead plant

3

Add plantings to fill in area that tree was removed and Buckthorn cleared.

Elderberry

River Birch

4

Add plantings to maintain soil on hill and prevent erosion.

American Hazelnut 3

Northern Bush Honeysuckle 2

6

Add perennials to slow erosion under pine trees.

See plant listing attached.

7

Add trees to area clear cut for septic.

1 apple tree

1 Mulberry tree

8

Add tree for future growth for older oak tree.

1 Maple tree

9

Add trees where oak tree was removed.

River Birch (2)

Future project:

5

Add shrubs to slow erosion.

TBD

Plant list:

Wild geranium 10 \$60
Blue Phlox 10 \$60
Wild Ginger 10 \$60
Astilbe 5 \$30
Anise Scented Goldenrod 5 \$30
Lead Plant 5 \$30
Elderberry 1 \$25
River birch 3 \$375
Apple tree \$100
Mulberry 1 \$125
Sugar Maple tree 1 \$125
American Hazelnut 3 \$105
Northern Bush Honeysuckle 2 \$70

Area of Project #6:

Jacobs ladder 11 \$66
Blue Phlox 11 \$66
Creeping juniper 11 \$66
Creeping Phlox 11 \$66
Wild Geranium 11 \$66
Sweet Black eyed Susan 11 \$66
Witch Alder 3 \$105

Total Cost \$1700

**2021 Professional Services Agreement
between
Ramsey County
and
Vadnais Lake Area Water Management Organization**

A. PARTIES

This is an Agreement between Ramsey County, a political subdivision of the State of Minnesota, on behalf of its Parks & Recreation department – Soil & Water Conservation division (SWCD), 2015 Van Dyke Street, Maplewood, MN 55109, and Vadnais Lake Area Water Management Organization (VLAWMO), 800 Co. Road E East, Vadnais Heights, MN 55127.

B. PURPOSE

1. VLAWMO has requested assistance from the SWCD to implement the policies specified in Minnesota Statutes § § 103A.206 and 103D.201.
2. The SWCD is authorized to enter agreements to provide such assistance pursuant to Minnesota Statutes §§ 103C.331, subs. 3, 7, and 103D.335, subd. 21.

C. TERM OF AGREEMENT

The term of this agreement shall be from January 1, 2021 to December 31, 2021 unless extended or terminated as provided herein.

D. SCOPE OF SERVICES

The SWCD will perform all services and furnish and deliver work products as requested by VLAWMO. Generally, these services include: BMP design, site visits, and other services as requested by VLAWMO.

E. COST

In full consideration for services under this agreement, the SWCD shall charge the VLAWMO for the services on a time and material basis. This agreement is not to exceed a total of \$4,999 without an amendment approved by the VLAWMO and SWCD.

F. PAYMENTS

The SWCD shall invoice the VLAWMO. Payment is due in full to the SWCD within 35 days after the next scheduled meeting of the VLAWMO Board based on the fee of \$72 per hour for all SWCD staff. Project expenses will be billed as they are accrued. Office supplies, normal office reproduction expenses, and transportation are included in the hourly rate. Other expenses are to be reimbursed at actual cost.

G. EQUAL EMPLOYMENT OPPORTUNITY- CIVIL RIGHTS

During the performance of this Agreement, the SWCD agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, criminal record, creed or national origin, be excluded from full employment rights in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of and all applicable federal and state laws against discrimination including the Civil Rights Act of 1964.

H. DATA PRIVACY

All data collected, created, received, maintained, or disseminated, or used for any purpose in the course of the SWCD's performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (the Act), or any other applicable state statutes and state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. The SWCD agrees to abide by these statutes, rules and regulations and as they may be amended.

I. AUDITS, REPORTS, AND MONITORING PROCEDURES

The SWCD will:

1. Maintain records that reflect all revenues, cost incurred, and services provided in the performance of the Agreement.
2. Track SWCD costs incurred per municipality work area.
3. Provide monthly updates for costs incurred towards the contract amount to VLAWMO staff, with work stop amounts at \$2,000 per municipality, needing further communication with VLAWMO staff.
42. Agree that the State Auditor, or legislative authority, or any of their duly authorized representatives at any time during normal business hours, and as often as they may deem reasonably necessary, shall have access to the rights to examine audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the SWCD which are relevant to the contract.

J. INDEMNITY

The SWCD and VLAWMO mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless for any and all damages, liability or cost (including reasonable attorneys' fees and costs of defense) arising from their own negligent acts, errors or omissions in the performance of their services under this agreement, to the extent each party is responsible for such damages and losses on a comparative basis of fault. Parties agree to provide proof of contractual liability insurance upon request. This paragraph does not diminish, with respect to any third party, any defense, immunity or liability limit that the SWCD or VLAWMO may enjoy under law.

K. INDEPENDENT CONTRACTOR

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the SWCD as the agent, representative, or employee of VLAWMO for any purpose or in any manner whatsoever.

The SWCD is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The SWCD represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. All personnel of the SWCD or other person, while engaged in the performance of any work or services required by the SWCD under this Agreement, shall have no contractual relationship with the VLAWMO and shall not be considered employees of the VLAWMO.

L. MODIFICATIONS

Any material alteration or variation shall be reduced to writing as an amendment and signed by the parties. Any alteration, modification, or variation deemed not to be material by written agreement of the SWCD and the VLAWMO shall not require written approval.

M. MERGER

It is understood and agreed that the entire agreement of the parties is contained here, except as modified during the term of the Agreement by a writing under Paragraph L. above concerning a non-material change, and that this contract supersedes oral agreements and negotiations between the parties relating to this subject matter. All items referred to in this contract are incorporated or attached and deemed to be part of the contract.

N. TERMINATION

Either the SWCD or the VLAWMO may terminate this Agreement with or without cause by giving the other party sixty (60) days written notice prior to the effective date of such termination. If either party terminates the agreement, the VLAWMO shall pay the SWCD for services performed by the SWCD up to the date of the termination.

O. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

All property of the VLAWMO and SWCD used, acquired or created in the performance of work under this Agreement, including documents and records of any kind, shall remain the property of the VLAWMO and SWCD. The VLAWMO and SWCD shall have the sole right to use, sell, license, publish, or otherwise disseminate any product developed in whole or in part during the performance of work under this Agreement.

P. NON-ASSIGNMENT OF SERVICES

The SWCD shall not assign this Agreement or any obligations hereunder without written approval of the VLAWMO.

**2021 SERVICE AGREEMENT
BETWEEN
RAMSEY COUNTY
RAMSEY COUNTY PARKS & RECREATION DEPARTMENT
SOIL & WATER CONSERVATION DIVISION
AND VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION**

IN TESTIMONY WHEREOF the parties have duly executed this agreement by their duly authorized officers.

APPROVED:

VLAWMO

RAMSEY COUNTY

BY: _____ BY: _____
Board Chair Date County Manager Date

BY: _____ BY: _____
Administrator Date Parks & Recreation Director Date

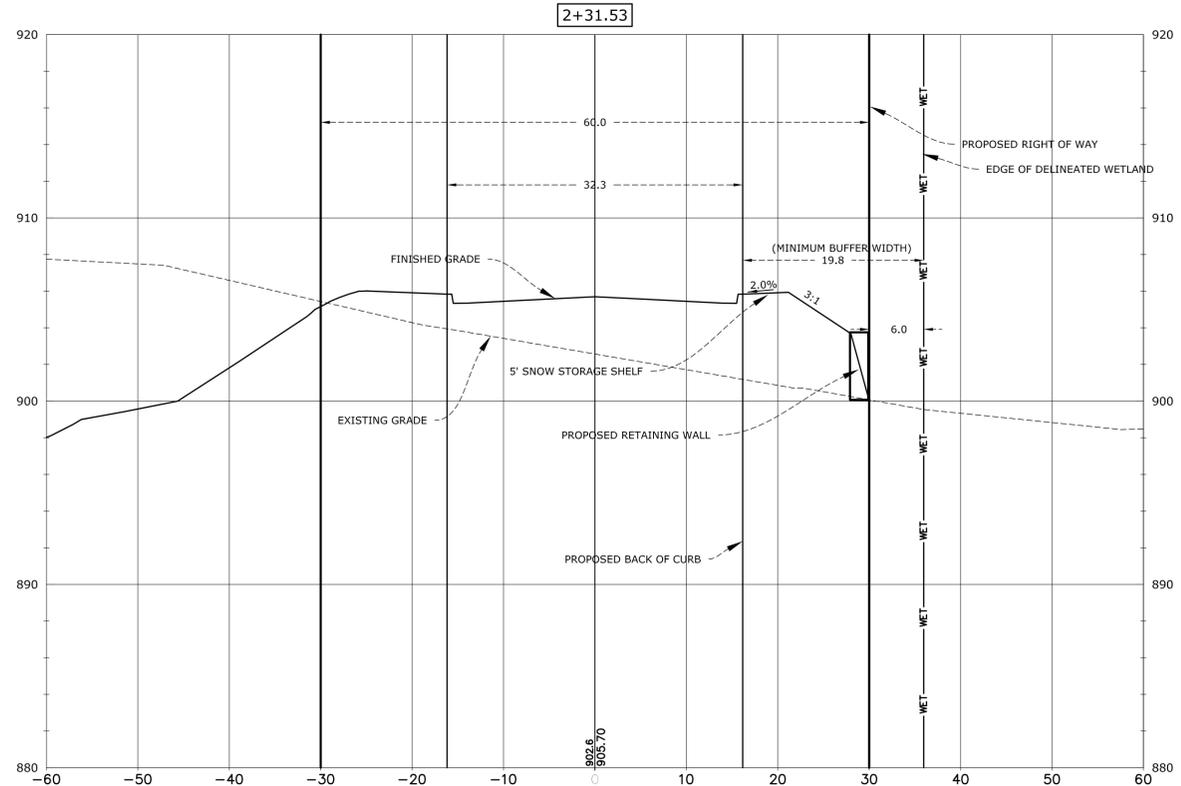
Approved as to form:

Approved as to form:

BY: _____ BY: _____
Attorney Date Assistant County Attorney Date

BUFFER VARIANCE CROSS SECTION EXHIBIT

~for~ HARSTAD HILLS, INC.
 ~of~ BLUEBIRD GROVE



BUFFER VEGETATION NOTES

1. Buffer vegetation shall not be cultivated, cropped, pastured, mowed, fertilized, subject to the placement of mulch or yard waste, or otherwise disturbed, except for periodic cutting or burning that promotes the health of the buffer, actions to address disease or invasive species, mowing for purposes of public safety, temporary disturbance for placement or repair of buried utilities, or other actions to maintain or improve buffer quality, each as approved by VLAWMO staff or when implemented pursuant to a written maintenance plan approved by the WMO. Pesticides and herbicides may be used in accordance with Minnesota Department of Agriculture rules and guidelines. No new structure or hard surface shall be placed within a buffer, except as provided in Section 8.3C.2.c. No fill, debris or other material shall be excavated from or placed within a buffer.
2. Buffer areas, or portions thereof, that are not vegetated or will be disturbed by grading or other site activities during construction shall be replanted and maintained according to the following standards:
 - a. Soils must be decompacted to a depth of 18 inches, and organic matter must be incorporated into soils before revegetation. Decompaction shall be accomplished solely by incorporation of organic matter within the drip line or critical root zone of trees or within 10 feet of underground utilities.
 - b. Buffers shall be planted with a native seed mix and/or native plantings approved by the WMO.
 - c. Buffer maintenance and monitoring shall be performed in accordance with section 8.3e, Wetland Buffer Monitoring, of these Policies.

DEVELOPER

Harstad Hills, Inc.
 2195 Silver Lake Road
 New Brighton, MN 55112
 (651) 636-9991

NOTES

-CROSS SECTION IS SHOWN AT THE POINT WHERE THE WETLAND IS CLOSEST TO THE PROPOSED BACK OF CURB



NORTH
SCALE:
 1" - 10' HOR.
 1" - 5' VERT.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Jason E. Rud
 JASON E. RUD

Date: 02-18-21 License No. 41578

PONDING CALCULATIONS AND STORM SEWER DESIGN BY
 PLOWE ENGINEERING, INC.



PLOWE ENGINEERING, INC.
 6776 LAKE DRIVE SUITE 110 LINO LAKES, MN 55014

SITE PLANNING & ENGINEERING PHONE: (651) 361-8210
 FAX: (651) 361-8701

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

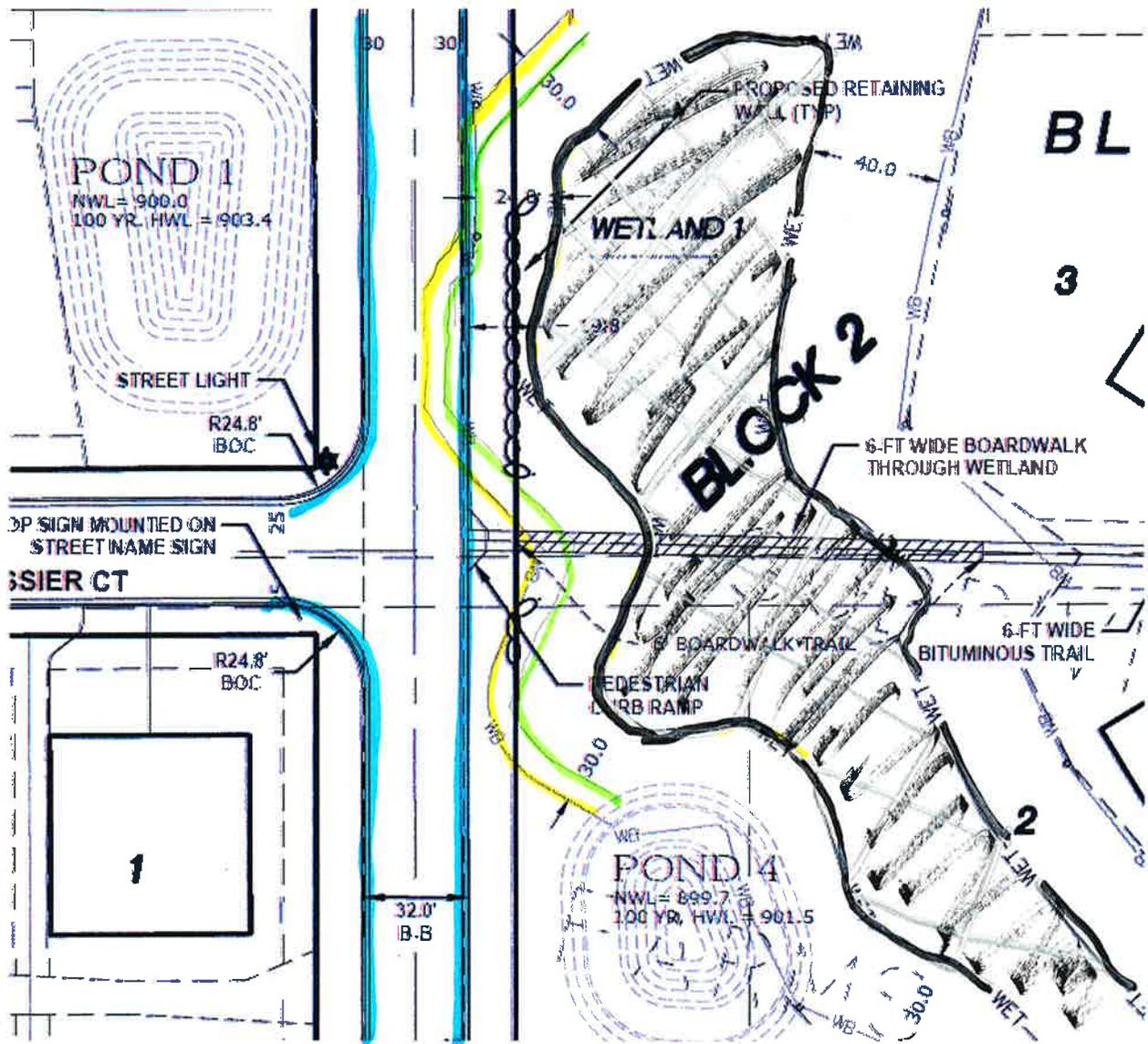
Adam Ginkel
 ADAM GINKEL
 DATE: 02.18.2021 LIC. NO. 43963



E. G. RUD & SONS, INC.
 EST. 1977
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701

www.egrud.com

DRAWN BY:	MMD	JOB NO:	200996PP	DATE:	02/18/2021
CHECK BY:	MMD	FIELD CREW:	BH		
1					
2					
3					
4					
5					
6					
7					
NO.	DATE	DESCRIPTION	BY		



BL

3

BLOCK 2

POND 1
 NWL=900.0
 100 YR. HWL=903.4

WETLAND 1

POND 4
 NWL=899.7
 100 YR. HWL=901.5

OP SIGN MOUNTED ON
 STREET NAME SIGN

SISIER CT

R24.8'
 BOC

R24.8'
 BOC

32.0'
 B-B

6-FT WIDE BOARDWALK
 THROUGH WETLAND

PEDESTRIAN
 BOARDWALK TRAIL

6-FT WIDE
 BITUMINOUS TRAIL



Road edge



30 Ft Buffer



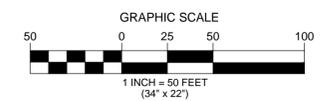
24 Ft Buffer



Wetland



Proposed Retaining Wall



SITE PLANNING & ENGINEERING
PLOWE ENGINEERING, INC.

6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

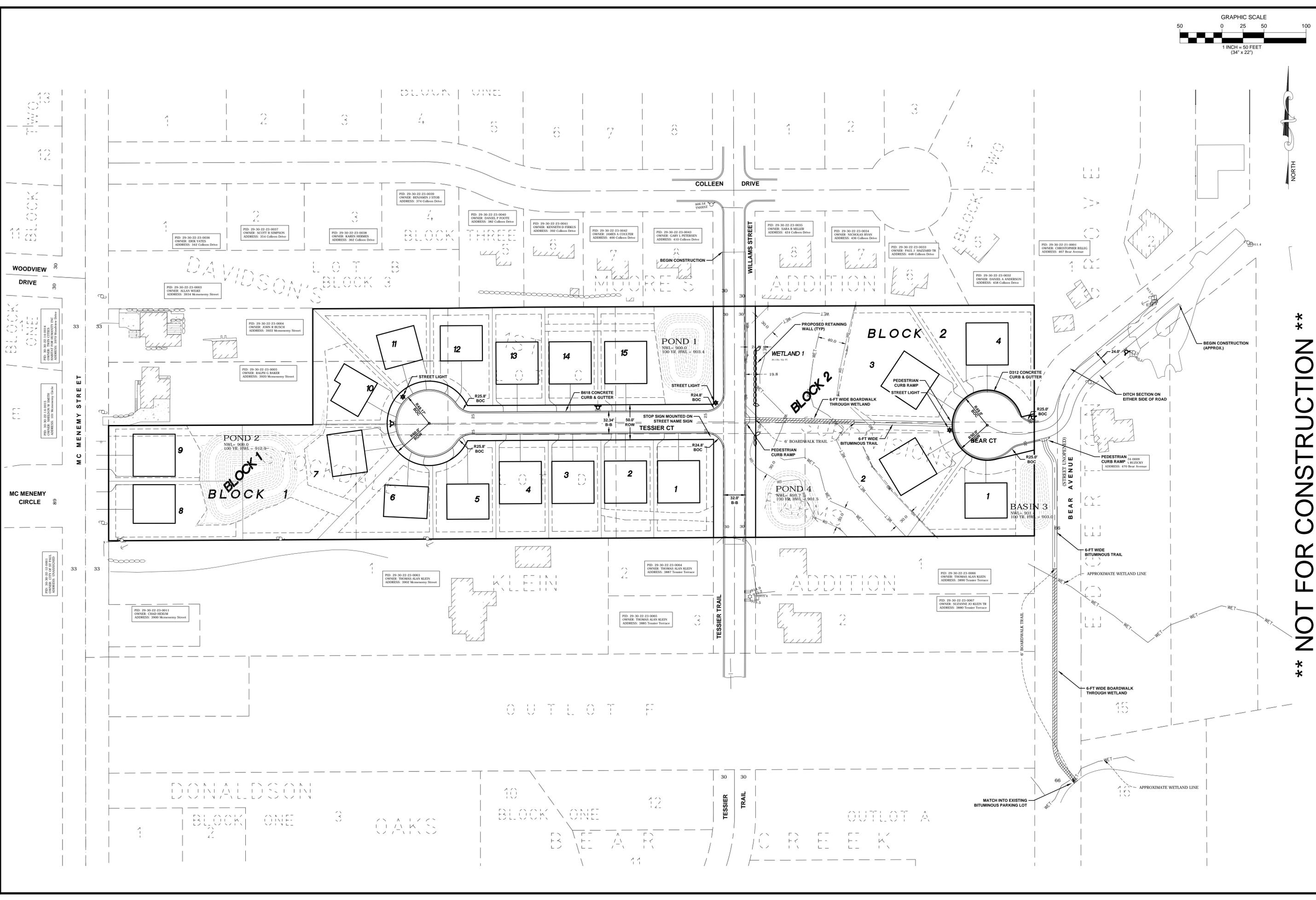
DRAWN BY: CHECK BY:
AG CWP
JOB NO: DATE:
20-1930 02/18/21

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
PRELIMINARY
ADAM GINKEL License No. 63983
Date: 02/18/2021

BLUEBIRD GROVE
CITY OF VADNAIS HEIGHTS, MINNESOTA
SITE PLAN
PREPARED FOR: HARSTAD HILLS, INC.

SHEET
C1.01



**** NOT FOR CONSTRUCTION ****

North Oaks and Wilkinson Lake Improvements

1.0 Introduction

Barr Engineering Co. (Barr) has drafted this memo to provide a narrative for the conceptual design of several potential water quality improvement projects within the agricultural and conservation easements held by the Minnesota Land Trust (MLT) on North Oaks Company (NOC) property. The projects presented in this memo provide a range of possibilities for implementation through the Section 319 grant program. It should be noted that because the designs are in the conceptual stage, they are subject to change depending on future permitting, funding, stakeholder engagement, and final design considerations. Alternatives for Project 1 will be submitted for the spring 2021 Section 319 funding cycle, which will cover final design and construction.

2.0 Background

NOC hired Barr to create conceptual designs for stormwater management projects to be implemented on the company property, including its easements held through the MLT. The goal of the projects is to improve water quality in Wilkinson Lake (downstream of NOC property) by reducing loading of nutrients and sediment. Wilkinson Lake is listed by the Minnesota Pollution Control Agency (MPCA) as impaired for excess nutrients (phosphorus). The Vadnais Lakes Area Watershed Management Organization (VLAWMO) has completed a TMDL and several feasibility studies to identify ways to reduce phosphorus loading from the direct drainage area to Wilkinson Lake (Wilkinson subwatershed). Most recently, VLAWMO began working with the MPCA and Environmental Protection Agency (EPA) to secure Section 319 grant funding for projects that will help remove Wilkinson Lake from the MPCA's impaired waters list. In its planning process, VLAWMO identified NOC as a major partner in accomplishing this goal; its holdings are located at a critical point in the Wilkinson subwatershed where the majority of runoff from the subwatershed flows through an agricultural ditch system (see Photo 1) before entering Wilkinson Lake. Water quality monitoring (conducted by VLAWMO) shows that the runoff in these ditches has high total phosphorus (TP) concentrations and makes up a significant portion of the loading to Wilkinson Lake. However, the monitoring data also suggests that the high pollutant concentration in the ditch is driven by loading from areas east of Centerville Road in the Birch and Tamarack Lake subwatersheds.

Barr worked with NOC and VLAWMO to create conceptual designs that met several shared goals and would help remove Wilkinson from the impaired waters list. The focus of these efforts is on the agricultural ditch that runs through NOC property and within the MLT's agricultural and conservation easements. By treating poor water quality in the ditch before it enters Wilkinson Lake, we can maximize water quality improvement. Centralizing the treatment along the ditch also provides an opportunity to restore degraded areas in the easements and increase recreational use through added trails and interactive design features.



Photo 1: Existing agricultural ditches and surrounding wetland

The following sections summarize the proposed conceptual designs as of March 2021 and next steps in the process of design and securing 319 funding.

3.0 Proposed Conceptual Design

This section outlines the proposed concept design. Alternative configurations for the three project components are included in the sections below.

The focus area of this project is located in the upstream wetland in the agricultural easement. The project would be implemented between the future Red Forest Way and Gate Hill development. Currently, there are several agricultural ditches that intersect in this location and drain the surrounding wetlands. These ditches also convey flow from eastern subwatersheds (Tamarack and Birch Lakes) to Wilkinson Lake. Below are details for three alternative configurations for the upstream pond. These alternative configurations are also shown on Figures 1 through 3. It should be noted that the final design may not reflect these exact configurations but would be located within the red boxes outlined on the figures.

Project 1a (Figure 1): A pond would be excavated in upland area outside of the wetland boundary. The existing ditch would be realigned adjacent to the pond to allow flows above baseflow to spill into the pond and add a meandering aesthetic.

Project 1b (Figure 2): A smaller pre-treatment basin would be excavated in-line with the ditch to treat baseflow and small event flow. A high flow bypass would be constructed to the west of the basin to reduce the impact of high flows in the basin (scour, sediment resuspension, etc.). The pre-treatment basin would discharge into an excavated wetland basin with a meandering flow path to add improved wetland habitat and a meandering aesthetic.

Project 1c (Figure 3): A large pond would be excavated in-line with the ditch to treat baseflow and small event flow. The pond excavation would remove existing agricultural ditches to improve

aesthetics in the area. A high flow bypass would be constructed to the west of the basin to reduce the impact of high flows in the basin (scour, sediment resuspension, etc.).

For Options 2 and 3, the proposed basin would be constructed in the wetland. Several agencies will likely require permitting prior to construction of these options, including the United States Army Corps of Engineers (USACE) and the Board of Water and Soil Resources (BWSR) under the Wetland Conservation Act (WCA). Regulated activities in the wetland may include filling (grading above existing wetland bottom), excavation, and functional change. Wetland mitigation (replacement, banking/credits purchase) may be needed depending on the functional assessment of the existing wetland area and the extent of impact determined by the regulatory agencies.

Below in Table 1 is a summary of pros, cons, and unknowns for the proposed upstream pond configurations. The unknowns will be investigated and resolved prior to final design. The shape and placement of the basins shown on Figures 1

Table 1. Pros and cons for upstream pond alternatives

Project Component	Pros	Cons	Unknowns
Project 1a: Upland Pond	<ul style="list-style-type: none"> Minimal work within the wetland 	<ul style="list-style-type: none"> High excavation costs Smaller water quality treatment (off-line basin) Need to establish maintenance access. More frequent maintenance relative to Project 1c 	<ul style="list-style-type: none"> Flow regime in the ditch for hydraulic design
Project 1b: Pre-treatment Basin and Wetland with Meander	<ul style="list-style-type: none"> Moderate water quality treatment Habitat creation Lower excavation costs 	<ul style="list-style-type: none"> Work within wetland Need to establish maintenance access More frequent maintenance relative to Project 1c 	<ul style="list-style-type: none"> Potentially complex wetland permitting Wetland soil types (i.e., deep peat layer may cause constructability issues) Existing wetland function (may impact complexity of permitting) Flow regime in the agricultural ditch (impacts hydraulic design)
Project 1c: In-line Pond	<ul style="list-style-type: none"> Significant water quality treatment Habitat creation Lower excavation costs 	<ul style="list-style-type: none"> Work within wetland Need to establish maintenance access 	<ul style="list-style-type: none"> Potentially complex wetland permitting Wetland soil types (i.e., deep peat layer may cause constructability issues) Existing wetland function (may impact complexity of permitting) Flow regime in the agricultural ditch (impacts hydraulic design)

4.0 Next Steps

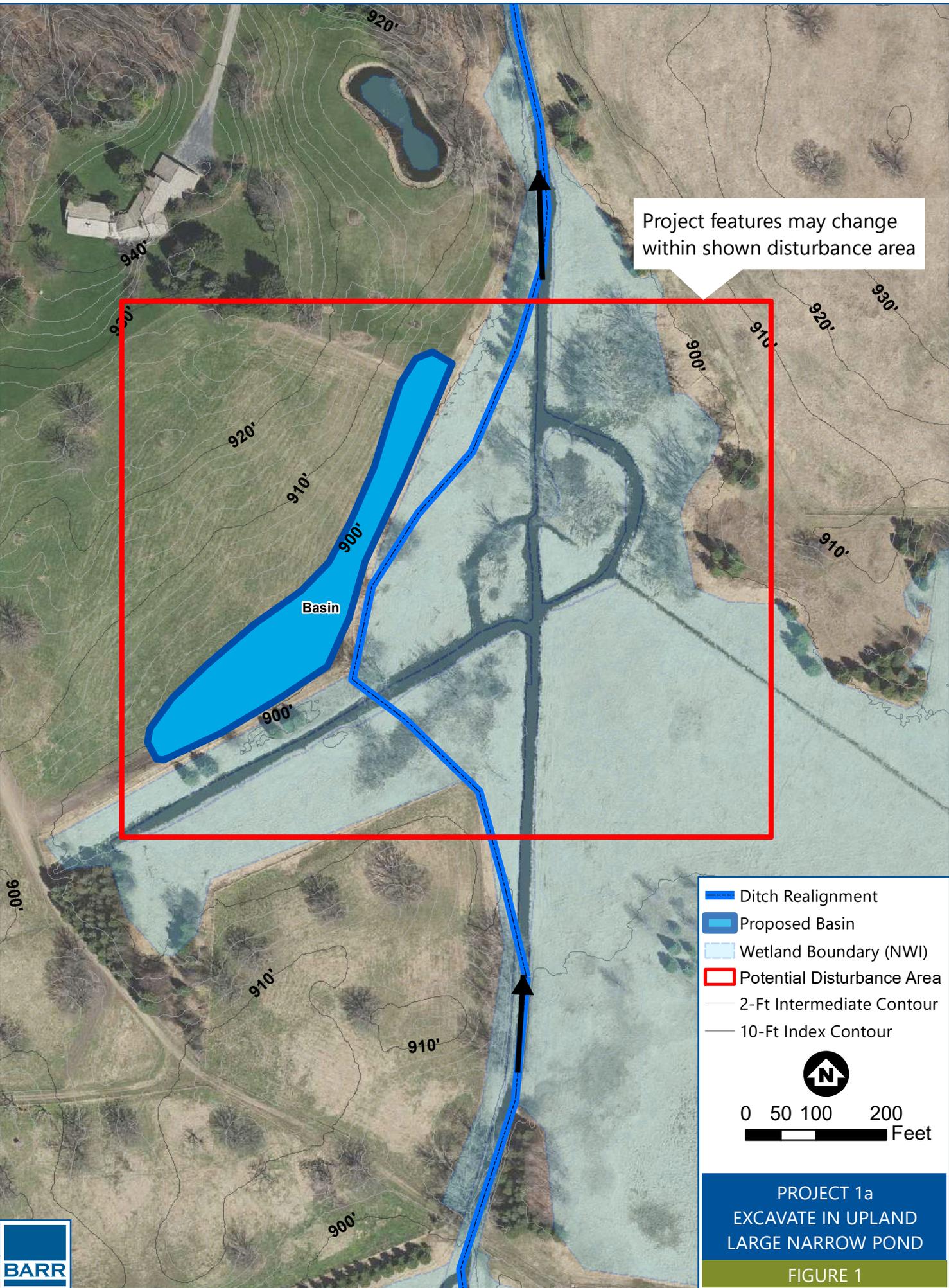
VLAWMO is in the process of securing Section 319 grant funding for the Wilkinson Lake subwatershed. The district was selected as a priority watershed to receive grant funding over the next 16 years. The first grant cycle will open late spring 2021, and subsequent cycles will open every four years following (2025, 2029, and 2033). Each grant cycle will have approximately \$540,000 in total grant funding available (for engineering, plans, specifications, and construction), with a required 40% local match.

In discussions with VLAWMO staff, the projects located on NOC property will be eligible for funding in any of the grant cycles. If funding is secured in 2021, design and construction of this project will most likely take place in 2022, based on the timeline of the distribution of funds. The activities outlined under each phase below are subject to change.

Prior to applying for funding in the spring 2021, the following activities will be accomplished:

- High-level pollutant-removal estimates
- Conceptual-level cost estimating
- Preparation of funding application
- Coordination with all stakeholders (NOC, VLAWMO, MLT, Saint Paul Regional Water Services)

The designs, pollutant-removal estimates, cost estimates, and approximate schedule will be shared with the VLAWMO board in April 2021 for approval. The RFP for the first round of funding will be announced in April 2021 and will remain open for 60 days, closing in June 2021.

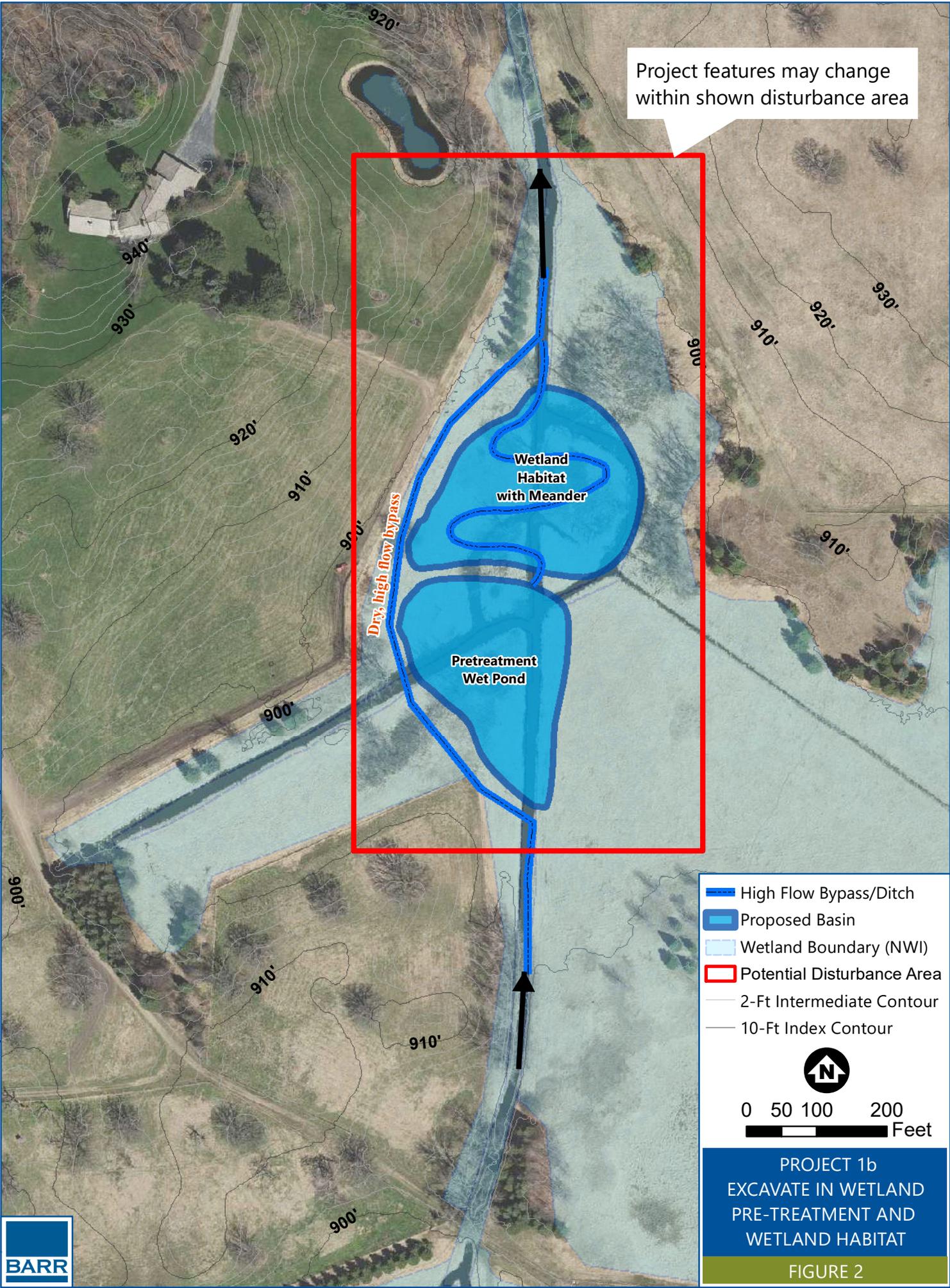


- Ditch Realignment
- Proposed Basin
- Wetland Boundary (NWI)
- Potential Disturbance Area
- 2-Ft Intermediate Contour
- 10-Ft Index Contour

0 50 100 200 Feet

PROJECT 1a
EXCAVATE IN UPLAND
LARGE NARROW POND
FIGURE 1

Project features may change within shown disturbance area



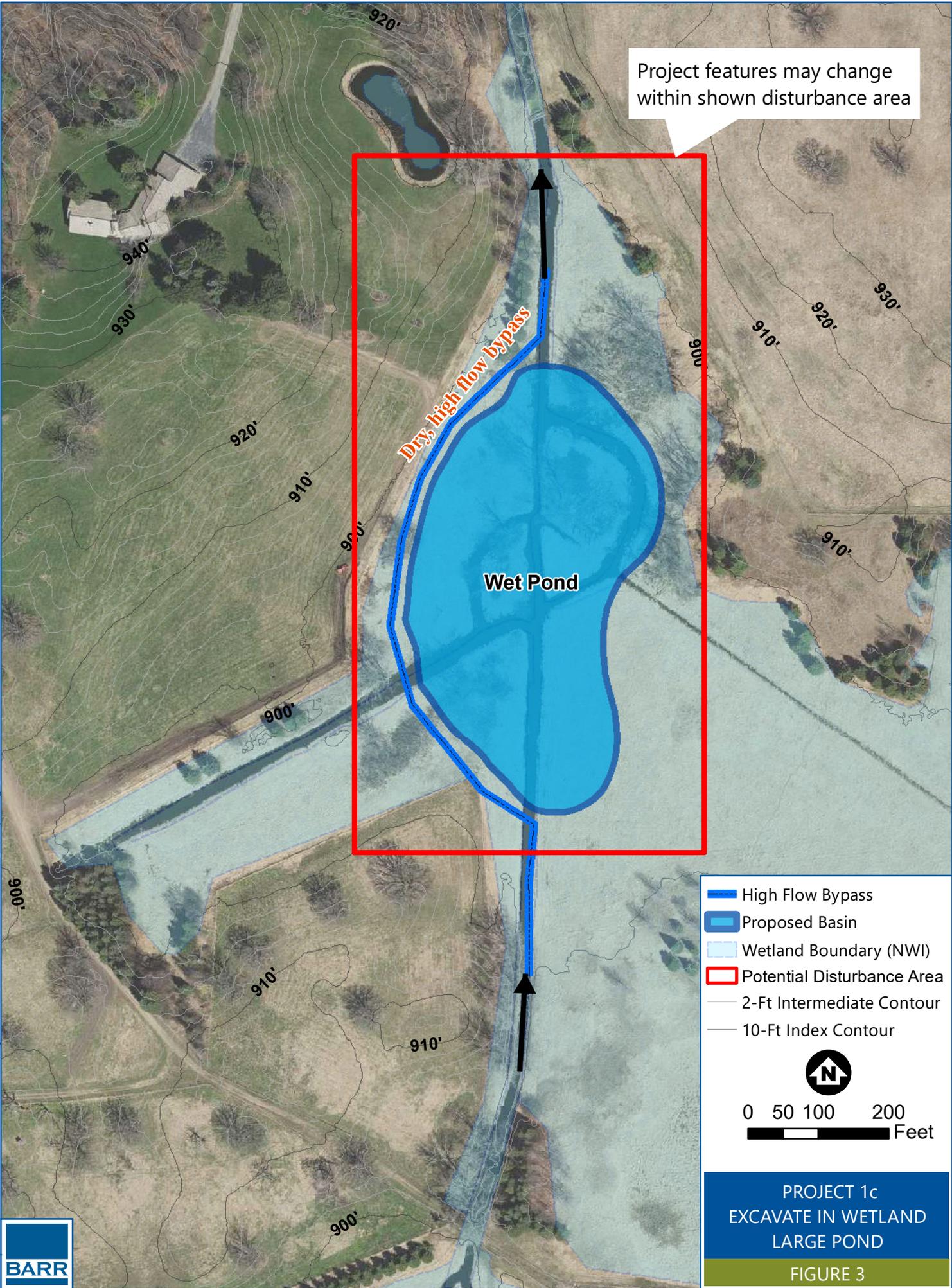
- High Flow Bypass/Ditch
- Proposed Basin
- Wetland Boundary (NWI)
- Potential Disturbance Area
- 2-Ft Intermediate Contour
- 10-Ft Index Contour

0 50 100 200 Feet

PROJECT 1b
EXCAVATE IN WETLAND
PRE-TREATMENT AND
WETLAND HABITAT

FIGURE 2

Project features may change within shown disturbance area



Dry, high flow bypass

Wet Pond

-  High Flow Bypass
-  Proposed Basin
-  Wetland Boundary (NWI)
-  Potential Disturbance Area

 2-Ft Intermediate Contour
 10-Ft Index Contour



0 50 100 200 Feet

PROJECT 1c
EXCAVATE IN WETLAND
LARGE POND

FIGURE 3

