

VLAWMO TECHNICAL COMMISSION MEETING
7:30 AM June 11th, 2021

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 (May 14th, 2021)
- IV. Administration & Operations
 - A. Financial Report for June & authorization for Payment – Phil ✈
 - B. June TEC Report to the Board – Phil ✈
- V. Programs
 - A. Education & Outreach – Nick
 1. Spring events and website updates
 - B. Cost Share Program – Tyler
 1. Landscape Level 1 Application: Sigmon-Olson Curb Cut Rain Garden 2021-02 ✈
 2. Landscape Level 2 Projects Update
- VI. Projects
 - A. 319 Update – Dawn
 - B. East Goose Update
- VII. Commissioner Reports
- VIII. NOHOA
- IX. Ramsey Soil & Water Conservation Division
- X. St. Paul Regional Water Services
- XI. Public Comment
- XII. Next Meetings: TEC: July 9th, Regular Board Meeting: June 23rd, 2021
- XIII. Adjourn

Upcoming Events: vlawmo.org/events

- Landscape Revival (VLAWMO affiliate):
June 5th @ Shepard of the Hills Church
- Upstream: June 29th @ Lions Park, WBL



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
May 14, 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)
Bob Larson	Treasurer, North Oaks (NO)
Paul Duxbury	White Bear Township (WBT)
Terry Huntrods	White Bear Lake (WBL)
Andy Nelson	Lino Lakes (LL)

Commission Members Absent: Jesse Farrell (VH)

Others in attendance: Phil Belfiori, Brian Corcoran, Dawn Tanner, Nick Voss, Tyler Thompson (VLAWMO); Patricia Orud (NOHOA); Barb Spears; Justine Roe (SPRWS)

- 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: absent; Larson: present; Duxbury: present; Huntrods: present; Nelson: present; Tessier: present.
- II. **Approval of Agenda**
The agenda for the May 14, 2021 Technical Commission Meeting was presented for approval. Agenda approved, as presented.
It was moved by Larson and seconded by Duxbury to approve the May 14, 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 Larson and seconded by Duxbury to approve the April 9, 2021 meeting minutes, as presented. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
- IV. **Administration & Operations**
 - A. **Financial Report for May & Authorization for Payment**
Belfiori overviewed highlights of the May Finance Report and bills. Belfiori and Larson had the opportunity to review and confer on the May bills and are recommending approval.

It was moved by Duxbury and seconded by Larson to approve the May Treasurer's Report and authorization of payments. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
 - B. **Budget Subcommittee Representative from TEC**
The Board gave direction at their April meeting for an inclusion of a TEC Commissioner to join as a member of the 2022 VLAWMO Budget Subcommittee. If there is interest or ability of an interested Commissioner, staff is asking for a nomination and confirmation to the Subcommittee.

It was moved by Duxbury and seconded by Larson to nominate and confirm Commissioner Farrell to the 2022 VLAWMO Budget Subcommittee. If Farrell cannot accept, than Duxbury & Larson may fill in on the subcommittee. Vote: Huntrods: aye Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

C. Update on Legal Counsel Services

Belfiori updated that of the 3 proposals were received for Legal Counsel Services, the Board approved the staff recommendation at their April meeting to continue using Kennedy & Graven for Legal Counsel Services in 2021 & 2022.

V. Programs

A. Education & Outreach

1. 2021 VLAWMO Annual Award

Looking towards the end of year, Voss presented a list of potential 2021 Watershed Award nominees. Nominations will be requested in October, though Voss is requesting the TEC keeps this on their radar for proactivity. The website bookmark was shared for the Annual Watershed Awards and Guidance page.

2. Spring Updates

Voss provided an overview of spring outreach and volunteer activities that have already begun, or will beginning soon.

B. Cost Share Program

1. Soil Health Grant: Devries SHG 2021-04

Staff has received a SHG application for a downspout rain garden in White Bear Lake. The rain garden/native planting area would be roughly 450 square feet in size, taking 330 square feet of rooftop runoff. The applicant has hired GreenSpace LLC for project design, and installation, upon news of the grant application, and the total estimated project cost is \$6,065. The project is within the Targeted Volume Reduction Zone, and the applicant is requesting \$1,000 in Soil Health Grant program funding. Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending TEC approval of SHG 2021-04 in the amount of \$1,000.00. It was moved by Duxbury and seconded by Huntrods to approve Soil Health Grant 2021-04 and funding in the amount of \$1,000.00. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

2. Soil Health Grant Application: Coffman SHG 2021-05

The Coffmans in North Oaks have been interested in a native planting project for several years, and have submitted a SHG application for 2021. The applicants have a proposal from Minnesota Native Landscapes for a restoration of the ditch that is right off the road. The proposed restoration area is 3,000 square feet, and would provide nominal soil infiltration improvement, but the main benefit would be improved soil stabilization and habitat creation. The total estimated project cost is \$2,335, and the Coffmans are requesting \$750 in Soil Health Grant funds. Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending TEC approval of SHG 2021-05 in the amount of \$750.00. It was moved by Huntrods and seconded by Larson to approve Soil Health Grant 2021-05 and funding in the amount of \$750.00. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

3. Soil Health Grant Application: Kanne SHG 2021-06

Thompson presented that if Soil Health Grant applications 05 & 06 are granted approval and funding, that would leave \$160 in the SHG fund for 2021. Katherine Kanne has put together a SHG project proposal for a native restoration project on a part of her property that is atop a steep that drains to Lower Lambert Creek and Ditch 14. Increased infiltration will be nominal, but as the project above, the main benefit would be reduced

erosion and stormwater velocity reduction that would be contributing to an already fairly-eroded stream bank on her side of the Creek. The project is slated to be 150 square feet, and estimated to be \$260 in total project cost. The applicant is requesting \$160 in Soil Health Grant funding. Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending TEC approval of SHG 2021-06 in the amount of \$160.00.

It was moved by Larson and seconded by Duxbury to approve Soil Health Grant 2021-06 and funding in the amount of \$160.00. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

4. Landscape Level 1 Grant Application: Shearen Gem Lake SL Resto. 2021-01

The Shearens have roughly 400 feet of shoreline on Gem Lake that is severely eroded and undercutting in spots, with significant soil loss and large trees beginning to fall into the Lake. A proposal from Natural Shore Technologies has been submitted to restore and stabilize 123 linear feet of the worst-eroded section of the lake shore. Restoration would include clearing, slight regrading, and restoration with native plants and shrubs. Prevention of more soil loss and reduced sedimentation have the potential for direct water quality improvement of Gem Lake. The Shearens would also agree to a 2-year maintenance proposal with NST for the establishments of the replanted shoreline. The total estimated cost of the project is \$8,942.57, and the applicants are requesting \$4,471.29 in Landscape Level 1 grant funding for their shoreline restoration. Staff has reviewed the NST proposal and Landscape Level 1 grant application, with no recommended revisions, and is recommending TEC approval of LL1 2021-01 in the amount of \$4,471.29.

It was moved by Larson and seconded by Huntrods to approve Landscape Level 1 Grant 2021-01 and funding in the amount of \$4,471.29. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

VI. Projects

A. Curly-leaf pondweed – Midwest Aquacare

Tanner updated that the efforts for a 2021 curly leaf pondweed chemical treatment on Pleasant Lake has been reviewed by several oversight agencies. The MDH has recommended disapproval of the chemical treatment, for the main reason of the North Oaks Chain of lakes being the drinking water reservoir for the St. Paul Regional Water Services. Carp removal efforts will continue this spring and summer on the Chain.

B. VLAWMO Site Maintenance Update

Tanner overviewed the progress that Natural Shore Technologies (NST) has made at the beginning of their first year of maintaining all of VLAWMO's major project maintenance sites. It's been a pleasure to work with Tracy from NST in the past, and the beginning of 2021 has been nothing but the same.

C. Lambert Lake Update

Tanner updated that the planting revegetation has been completed, with staff looking forward to following its establishment this year and at the start of 2022. SEH is working with Sunram to complete final punchlist items. A drone flight will be scheduled in the coming weeks to show off the newly-revegetated meander.

D. 319 Update

Tanner reported that staff has continued to work with North Oaks Company on advancing the MOU. VLAWMO's attorney reviewed and provided comments on a draft terms document and

used that to prepare the MOU. Additional revisions have been made and are being reviewed by both parties' attorneys. With the MOU in nearly final draft form, VLAWMO staff began working on a draft operations and maintenance agreement, using the MN Stormwater Manual for guidance as to dollar amounts, frequency of maintenance, and likely forms of maintenance that will be needed. That draft is in review with NOC. Preparation for the project is also continuing with MPCA and Barr Engineering.

E. Update on CD 14 Ditch Maintenance

Belfiori updated on 2 action items the Board approved at their April 28th meeting, allowing staff to begin the process of a phase 2 maintenance project for Ditch 14. As part of the Board's direction, staff will also begin the process of a VLAWMO Ditch Maintenance & Management Policy. As part of this work, staff is also working on a minor plan amendment to its 2017-2026 Comprehensive Watershed Management Plan, to include ditch maintenance as a prioritized plan goal. Staff will be providing updates throughout 2021 on these efforts.

VII. Commissioner Reports:

Tessier proposed the possibility of going back to in-person meeting. Tessier noted that she would prefer the June meeting continue to be virtual, though open to discussion from the Commissioners. Tessier proposed to the June TEC being virtual, and plan on being in-person in July.

All voted aye for a virtual meeting in June, and then planning on going back to in-person for the July meeting.

VIII. NOHOA

Orud updated on the Mary Hill Park event, along with invasive removals.

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

Tanner provided updates for Ramsey County, Cha is leaving the SWCD, so we are all wishing him well, and appreciate all his hard work. Amelia lake survey work will soon be underway.

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

Pilot plant is up and running, with a delivery of contact clarifier

XI. Public Comment

None.

XII. Next Meetings

TEC: June 11th, 2021; Board: June 23rd, 2021

XII. Adjourn

The Chair moved to adjourn the meeting at 8:35 am.

Minutes compiled and submitted by Tyler Thompson.

June 2021 VLAWMO Finance Report

June-21		Actual 6/1/21	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	\$100	\$200	\$200	\$0	\$0	\$200	100%
5.13	Interest + mitigation acct	\$11	\$89	\$3,000	\$0	\$2,911	\$3,000	3%
5.14	Misc. income - WCA admin & other	\$50	\$50	\$3,000	\$0	\$2,950	\$3,000	2%
5.15	Other Income Grants/ <u>loan</u>	\$56,521	\$589,725	\$894,679	\$0	\$304,954	\$894,679	66%
5.16	Transfer from reserves	\$0	\$0	\$192,840	\$14,000	\$206,840	\$206,840	0%
	TOTAL	\$56,682	\$610,803	\$2,029,059	\$14,000	\$1,432,256	\$2,043,059	30%
	EXPENSES							
3.1	Operations & Administration							
3.110	Office - rent, copies, post tel supplies	\$1,957	\$12,041	\$26,214	\$0	\$14,173	\$26,214	46%
3.120	Information Systems	\$1,354	\$8,236	\$22,365	\$4,000	\$18,129	\$26,365	31%
3.130	Insurance	\$0	\$0	\$7,000	\$0	\$7,000	\$7,000	0%
3.141	Consulting - Audit	\$0	\$7,025	\$7,728	\$0	\$703	\$7,728	91%
3.142	Consulting - Bookkeeping	\$0	\$0	\$1,500	\$0	\$1,500	\$1,500	0%
3.143	Consulting - Legal	\$0	\$643	\$4,000	\$0	\$3,357	\$4,000	16%
3.144	Consulting - Eng. & Tech.	\$0	\$0	\$30,000	\$0	\$30,000	\$30,000	0%
3.150	Storm Sewer Utility	\$403	\$6,236	\$13,000	\$0	\$6,764	\$13,000	48%
3.160	Training (staff/board)	\$0	\$0	\$8,750	\$0	\$8,750	\$8,750	0%
3.170	Misc. & mileage	\$243	\$1,356	\$6,300	\$0	\$4,944	\$6,300	22%
3.191	Administration - staff	\$27,792	\$178,943	\$370,307	\$0	\$191,364	\$370,307	48%
3.192	Employer Liability	\$8,684	\$53,025	\$102,376	\$10,000	\$59,351	\$112,376	47%
3.2	Monitoring and Studies							
3.210	Lake and Creek lab analysis	\$1,815	\$1,815	\$18,000	\$0	\$16,185	\$18,000	10%
3.220	Equipment	\$59	\$689	\$3,000	\$0	\$2,311	\$3,000	23%
3.230	Wetland assessment & management	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
3.3	Education and Outreach							
3.310	Public Education	\$150	\$2,493	\$8,500	\$0	\$6,007	\$8,500	29%
3.320	Marketing	\$204	\$464	\$7,500	\$0	\$7,036	\$7,500	6%
3.330	Community Blue Ed Grant	\$0	\$272	\$10,000	(\$4,500)	\$5,228	\$5,500	5%
<i>Total Core functions: Ops, Monitoring, Education</i>		<i>\$42,661</i>	<i>\$273,238</i>	<i>\$646,540</i>	<i>\$9,500</i>	<i>\$382,802</i>	<i>\$656,040</i>	<i>42%</i>
	Capital Improvement Projects and Programs							
3.4	Subwatershed Activity							
3.410	Gem Lake	\$0	\$0	\$0	\$0	\$0	\$0	
3.420	Lambert Creek	\$6,311	\$582,320	\$222,100	\$0	(\$360,220)	\$222,100	262%
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	\$796	\$1,071	\$16,000	\$0	\$14,929	\$16,000	7%
3.450	Pleasant Charley Deep	\$0	\$1,259	\$22,500	\$0	\$21,241	\$22,500	6%
3.460	Sucker Vadnais	\$0	\$16,408	\$12,500	\$0	(\$3,908)	\$12,500	131%
3.48	Programs							
3.480	Soil Health Grant	\$910	\$910	\$4,500	\$0	\$3,590	\$4,500	20%
3.481	Landscape 1	\$0	\$170	\$16,000	\$0	\$15,830	\$16,000	1%
3.482	Landscape 2	\$2,250	\$2,250	\$28,000	\$0	\$25,750	\$28,000	8%
3.483	Project Research & feasibility	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
3.485	Facilities Maintenance	\$3,205	\$10,194	\$46,540	\$0	\$36,346	\$46,540	22%
3.5	Regulatory							
3.510	Engineer Plan review	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
	Total CIP & Program	\$13,472	\$616,344	\$492,340	\$0	(\$124,004)	\$492,340	125%
	Total of Core Operations & CIP	\$56,133	\$889,583	\$1,138,880	\$9,500	\$258,797	\$1,148,380	77%

Fund Balance	5/1/2021	6/1/2021
4M Account	\$344,804	\$331,496
4M Plus Savings	\$324,138	\$324,146
Total	\$668,942	\$655,642

Restricted funds		6/1/2021
Mitigation Savings		\$21,037
Term Series		\$0

June 2021 VLAWMO Finance Report

Vadnais Lake Area Water Management Organi
Profit & Loss
May 15 through June 11, 2021

10:18 AM

06/03/2021

Cash Basis

May 15 - Jun 11, 21

Ordinary Income/Expense	
Income	
Misc.	50.00
5.1 · Income	
5.12 · Service Fees	100.00
5.13 · Interest	11.28
5.15 · Other Income Grants/Loan	
Birch Lake	10,000.00
5.15 · Other Income Grants/Loan - Other	46,521.00
Total 5.15 · Other Income Grants/Loan	<u>56,521.00</u>
Total 5.1 · Income	<u>56,632.28</u>
Total Income	<u>56,682.28</u>
Gross Profit	<u>56,682.28</u>
Expense	
3.1 · Administrative/Operations	
3.110 · Office	
Copies	22.70
Phone/Internet/Machine Overhead	290.00
Postage	29.05
Rent	1,615.00
Total 3.110 · Office	<u>1,956.75</u>
3.120 · Information Systems	
IT Support	1,203.91
Software	149.90
Total 3.120 · Information Systems	<u>1,353.81</u>
3.150 · Storm Sewer Utility	403.25
3.160 · Training (staff/board)	3,750.00
3.170 · Misc. & mileage	243.10
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>44,183.29</u>
3.2 · Monitoring and Studies	
3.210 · Lake & Creek lab analysis	1,815.00
3.220 · Equipment	58.65
Total 3.2 · Monitoring and Studies	<u>1,873.65</u>
3.3 · Education and Outreach	

June 2021 VLAWMO Finance Report

3.310 · Public Education	150.31
3.320 · Marketing	204.00
Total 3.3 · Education and Outreach	354.31
3.4 · Capital Imp. Projects/Programs	
3.420 · Lambert Creek Restoration	
LL VLAWMO cash match	1,020.00
1 · LL grant \$302,679	5,291.45
Total 3.420 · Lambert Creek Restoration	6,311.45
3.440 · Gilfillan Black Tamarack Wilkin	795.60
Total 3.4 · Capital Imp. Projects/Programs	7,107.05
3.48 · Programs	
3.480 · Soil Health Grant	910.00
3.482 · Landscape 2	2,250.00
3.485 · Facilities & Maintenance	3,204.70
Total 3.48 · Programs	6,364.70
Total Expense	59,883.00
Net Ordinary Income	-3,200.72
Net Income	-3,200.72

June 2021 VLAWMO Finance Report

Vadnais Lake Area Water Management Organization

10:20 AM

Check Detail

06/03/2021

May 15 through June 11, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	eft	06/01/2021	Reliance Standard		Checking - 1987		-202.29
				Insurance Benefit		-202.29	202.29
TOTAL						<u>-202.29</u>	<u>202.29</u>
Check	eft	06/01/2021	Reliance Standard		Checking - 1987		-88.50
				Insurance Benefit		-88.50	88.50
TOTAL						<u>-88.50</u>	<u>88.50</u>
Check	5138	06/11/2021	City of Vadnais Heights		Checking - 1987		-1,956.75
				Rent		-1,615.00	1,615.00
				Phone/Internet/Machine Overhead		-290.00	290.00
				Postage		-29.05	29.05
				Copies		-22.70	22.70
TOTAL						<u>-1,956.75</u>	<u>1,956.75</u>
Check	5139	06/11/2021	impressive print		Checking - 1987		-204.00
				3.320 · Marketing		-204.00	204.00
TOTAL						<u>-204.00</u>	<u>204.00</u>
Check	5140	06/11/2021	SEH		Checking - 1987		-5,291.45
				1 · LL grant \$302,679		-2,729.00	2,729.00
				1 · LL grant \$302,679		-2,562.45	2,562.45
TOTAL						<u>-5,291.45</u>	<u>5,291.45</u>
Check	5141	06/11/2021	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	5142	06/11/2021	Ehlers & Associates, Inc.		Checking - 1987		-191.25
				3.150 · Storm Sewer Utility		-191.25	191.25
TOTAL						<u>-191.25</u>	<u>191.25</u>
Check	5143	06/11/2021	MAWD		Checking - 1987		-3,750.00
				3.160 · Training (staff/board)		-3,750.00	3,750.00
TOTAL						<u>-3,750.00</u>	<u>3,750.00</u>
Check	5144	06/11/2021	RMB Environmental Laboratories, Inc.		Checking - 1987		-1,815.00

June 2021 VLAWMO Finance Report

	3.210 · Lake & Creek lab analysis	-520.00	520.00
	3.210 · Lake & Creek lab analysis	-1,295.00	1,295.00
TOTAL		-1,815.00	1,815.00
Check 5145 06/11/2021 Innovative Office Solutions	Checking - 1987		-10.59
	3.220 · Equipment	-10.59	10.59
TOTAL		-10.59	10.59
Check 5146 06/11/2021 Tyler J Thompson	Checking - 1987		-76.44
	3.170 · Misc. & mileage	-76.44	76.44
TOTAL		-76.44	76.44
Check 5147 06/11/2021 Brian Corcoran	Checking - 1987		-91.06
	3.170 · Misc. & mileage	-91.06	91.06
TOTAL		-91.06	91.06
Check 5148 06/11/2021 Nicholas Voss	Checking - 1987		-29.12
	3.170 · Misc. & mileage	-15.12	15.12
	3.220 · Equipment	-14.00	14.00
TOTAL		-29.12	29.12
Check 5149 06/11/2021 Dawn Tanner	Checking - 1987		-60.48
	3.170 · Misc. & mileage	-60.48	60.48
TOTAL		-60.48	60.48
Check 5150 06/11/2021 City Of Roseville	Checking - 1987		-1,203.91
	IT Support	-1,203.91	1,203.91
TOTAL		-1,203.91	1,203.91
Check 5151 06/11/2021 Eugene Coffman	Checking - 1987		-750.00
	3.480 · Soil Health Grant	-750.00	750.00
TOTAL		-750.00	750.00
Check 5152 06/11/2021 Ramsey County Public Works	Checking - 1987		-2,250.00
	3.482 · Landscape 2	-2,250.00	2,250.00
TOTAL		-2,250.00	2,250.00
Check 5153 06/11/2021 Katherine Kanne	Checking - 1987		-160.00
	3.480 · Soil Health Grant	-160.00	160.00
TOTAL		-160.00	160.00
Check 5154 06/11/2021 Kennedy & Graven, Chartered	Checking - 1987		-5,020.30

June 2021 VLAWMO Finance Report

	3.485 · Facilities & Maintenance	-3,204.70	3,204.70
	LL VLAWMO cash match	-1,020.00	1,020.00
	3.440 · Giffillan Black Tamarack Wilkin	-795.60	795.60
TOTAL		<u>-5,020.30</u>	<u>5,020.30</u>
	Check 5155 06/11/2021 Anoka County		
	Checking - 1987		-212.00
	3.150 · Storm Sewer Utility	-212.00	212.00
TOTAL		<u>-212.00</u>	<u>212.00</u>

June 2021 VLAWMO Finance Report

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

10:14 AM

06/03/2021

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Apr 1 - Jun 1, 21									
Credit Card Charge	04/05/2021		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	35.99	35.99
Credit Card Charge	04/09/2021		adobe *photography plan		US Bank CC	√	Software	9.99	45.98
Credit Card Charge	04/16/2021		Home Depot	geotextile fabric & staples	US Bank CC	√	3.220 · Equipment	109.25	155.23
Transfer	04/20/2021			Funds Transfer	US Bank CC	√	Checking - 1987	-536.69	-381.46
Credit Card Charge	04/26/2021		hologram	account refill	US Bank CC	√	Software	30.00	-351.46
Credit Card Charge	04/26/2021		Adobe "Creative Cloud		US Bank CC	√	Software	32.20	-319.26
Credit Card Charge	05/03/2021		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	36.00	-283.26
Credit Card Charge	05/17/2021		Zoom	subscription	US Bank CC	√	Software	149.90	-133.36
Credit Card Charge	05/17/2021		Office Max	posters	US Bank CC		3.310 · Public Education	55.84	-77.52
Credit Card Charge	05/17/2021		Office Max	posters	US Bank CC		3.310 · Public Education	94.47	16.95
Credit Card Charge	05/21/2021		Leitner's	bricks for east vadnais	US Bank CC		3.220 · Equipment	16.00	32.95
Credit Card Charge	05/28/2021		Ace Hardware	supplies post and fasteners 4th & otter	US Bank CC		3.220 · Equipment	18.06	51.01
								51.01	51.01

Apr 1 - Jun 1, 21

TEC Report to the Board
June 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	In May science based presentations to City of White Bear Lake City Council were completed. The community input meeting has been scheduled for Aug. 3, 2021.
Ditch 14 Maintenance project		2021/22	Working on Phase II project coordination on Ditch 14
OPEN			OPEN
MPCA 319 Planning		2021	Currently discussing proposed concept plans to be applied for in anticipated 319 grant application which would be considered by the Board later in 2021.
21-23 BWSR WBF		2023	Staff is working with City and the RCSWCD for the design of storm water retrofit projects, eligible for WBIF implementation grant funding.
Programs			
Outreach		Feb-April	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 and now includes Barr's presentation to City Council and Community engagement result document. New projects pages for Lambert Creek dredging, Co Rd F raingardens. 2021 cost-share program reflected on grants page and under news.
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	Continuing with 2021 street recon RG in WBL, 2021 landowner site visits and communication ongoing, Cost Share grants moving forward.
GIS		ongoing	Continuing to support projects & programs, as-needed.
Monitoring		ongoing	2021 season begins April 2021
WCA		ongoing	administering WCA as needed

TEC Report to the Board
June 2021

Administration & Operation			
Audit		2021	Audit and annual report have been sent to the 6 member communities.
Budget		2020-21	2022 draft budget will be discussed at the June 10th Subcommittee 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	
\$344,804	\$324,146	\$668,950			

Budget Summary	Actual Expense YTD	2021 Budget amended	Remaining in Budget	% YTD
Operations	\$273,238	\$656,040	\$382,802	42%
CIP	\$616,344	\$492,340	(\$124,004)	125%
Total	\$889,582	\$1,148,380	\$258,798	77%

TEC Staff Memo – June 2021

IV. Administration & Operations

A. Financial Report for June & authorization for Payment

Please find the June 2021 Finance Report attached in the ePacket.

B. June TEC Report to the Board

Please find the proposed June 2021 TEC Report to the Board attached in the ePacket.

V. Programs

A. Education and Outreach

1. Spring Events Summary

Nick will provide an update on the events and online workshops that took place in spring, 2021. A list of these events includes:

- Aquatic Invasive Species Training (webinar)
- Raingardens and Drainage Control 101 (webinar)
- Yard Makeovers Made Easy (webinar)
- Blue Thumb: Bee Lawns, Resilient Yards (webinars)
- Rainbarrel Bonanza (webinar)
- North Oaks Event: Arbor Day at Mary Hill Park (event)
- City Hall habitat and raingarden brush-up (event)

Upcoming summer efforts:

- Upstream tea ceremonies (Community Blue) 6-10
- MN Water Stewards: Chippewa Middle School raingarden renovation
- MN Water Stewards: North Oaks/East Oaks Rec Center Bioswale renovation
- DIY neighborhood tour (August)

2. The VLAWMO website is updated with a new project page. Nick will preview the page during the TEC meeting complete with a drumroll and future vision for how the page will be used. Feedback on page presentation from TEC, TEC affiliates, and the general public is welcome and appreciated.

B. Cost Share Program

1. Landscape Level 1 Application: Sigmon-Olson Curb Cut Rain Garden 2021-02

Staff has received a Landscape Level 1 (LL1) grant application for a curb cut rain garden in White Bear Township. The project is in the Oakmede area of the Lambert Creek subwatershed, of which, water from this area drains directly into Lambert Creek/Ditch 14 via stormsewer. The applicant is proposing a 250 square foot curb cut rain garden that would have direct stormwater reductions for the Creek. White Bear Township staff is aware of this project and has reviewed the project plans to their satisfaction for the curb cut concrete work. Being a curb cut rain garden, the project is eligible for up to 75% cost share, up to \$7,500 in LL1 funding. The total estimated project cost is \$18,300, and the applicant is requesting \$7,500 in LL1 grant funding. The applicant is also agreeing to 3-5 years of maintenance with the project contractor. Staff has reviewed the application and

is recommending TEC-approval and recommendation to the Board for approval at their June 23rd meeting, as the grant total is over the \$5,000 threshold.

Staff has reviewed the Sigmon-Olson Landscape Level 1 grant application, with no recommended revisions, and is recommending TEC approval of LL1 2021-02 in the amount of \$7,500

2. Landscape Level 2 Projects Update

Thanks to the help of Connie Tailon at the City of White Bear Lake, Brian Olsen at the RCSWCD, and our own Jesse Farrell, there are several storm water retrofit projects in the works for this year. The 2021 street reconstructions in WBL and Vadnais Heights netted 1 eligible curb cut rain garden in WBL, and the rest in both cities were ruled out due to utility conflicts, or to folks withdrawing interest. The design and cost estimate for this has been completed by Olsen, and is estimated to be roughly below \$10,000, of which VLAWMO may cover up to 90% of funding through the LL2 grant fund, and is anticipating this, and will likely be coming for funding recommendation to the Board at the August TEC meeting.

During the street reconstruction process, a parking lot resurfacing project in Vadnais Heights, identified by Farrell, is moving through the design phase for implementation. This would include regrading of the current parking lot, capping the storm sewer inlet in the center of the lot, and routing the stormwater into an infiltration basin on the SE corner. Staff is anticipating using BWSR '21-'23 Watershed-Based Implementation Funding (WBIF) for this project. Birch Lake Elementary was also identified as a potential project site during the street improvement process. The school parking lot has perfect conditions, so far, for 2-3 curb cut raingardens, and Olsen will begin drafting plans for this site this summer. This would be a direct capture of stormwater runoff before it makes it to the east shore of Birch Lake. Staff is also anticipating being able to use WBIF funding for this project, too. Staff will keep the TEC updated on these projects, moving forward.

VI. Projects

A. 319 Update: VLAWMO staff have continued working with NOC, Barr Engineering, MPCA and other partners on the proposed Wilkinson project. Specifically:

- MPCA is ready to assist in workplan and contract development and have provided sample templates to aid in this process.
- NOC and VLAWMO have continued to review and revise the draft MOU and related agreements for the proposed project. The VLAWMO Board North Oaks representative is currently providing comments also and assisting with continued development.
- We are awaiting news regarding a grant application submitted by SPRWS that could, if granted, be matched by VLAWMO funds allocated up to a maximum of \$10,000. A decision has not been received on that grant at the time of packet preparation.



800 County Road E East, Vadnais Heights, MN 55127
www.vlawmo.org; Office@vlawmo.org

B. East Goose Update

Barr Engineering recently provided two science-based presentations to the City of White Bear Lake City Council: a presentation about shallow lakes and alum on May 11, and a presentation on vegetation management and shallow lakes on May 25, 2021. These Presentations have been posted and are available on the East Goose Lake Web Hub: vlawmo.org/EastGooseALM.

In other project updates, the East Goose ALM Community Input Meeting has been scheduled for August 3, 2021, at 6:30 pm. This meeting will be in-person and held in the City of White Bear Lake Public Safety Training Room.

**VLAWMO LANDSCAPE LEVEL 1
GRANT APPLICATION FORM**



Vadnais Lake Area Water Management
Organization 800 County Road E East
Vadnais Heights, MN 55127
www.vlawmo.org (651) 204-6071

Please submit form and required materials
to: TYLER THOMPSON
tyler.thompson@vlawmo.org

Please fill in the application as best as possible and use additional pages if necessary. Refer to the Grant Guidance document for further information or contact Tyler Thompson with any questions.

APPLICANT INFORMATION

NAME: Megan Sigmon-Olson DATE: May, 9, 2021

ADDRESS: 4158 Oakmede Lane CITY: White Bear Lake ZIP: 55109

PHONE: _____ EMAIL: Meganlynn7@hotmail.com

PROJECT SUMMARY

ESTIMATED TOTAL COST OF YOUR PROJECT: \$ 18,300.00 AMOUNT OF GRANT REQUESTED: (\$5,000 MAXIMUM) \$ 7,500.00

WHEN DO YOU PLAN TO COMPLETE YOUR PROJECT? Summer 2021

TYPE OF PROJECT THAT WILL BE COMPLETED:

- Raingarden/ Infiltration Basin Shoreline Restoration Hard Surface Runoff Reduction Other

If other, please describe proposed project:

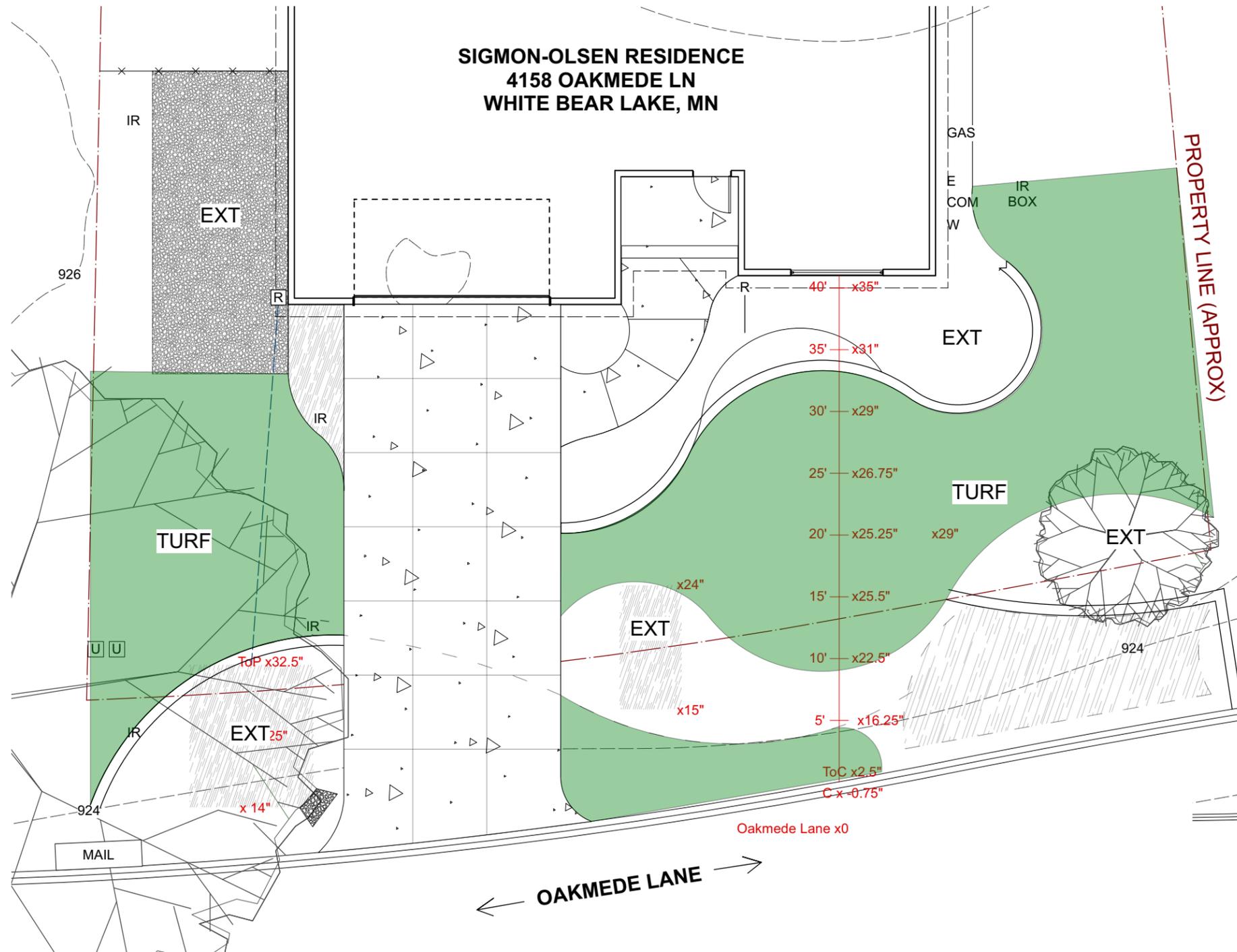
Curbcut Raingarden and Native Planting

PROJECT BACKGROUND

Describe your property: Does your property connect to a lake, stream, ditch, or wetland in VLAWMO? What issues are you planning to address with your project?
The property is located on the western side of Birch Lake in WBL. The current landscape consists of 90% turf grass, roof top and hardscape. The project proposes in taking street runoff into an oblong raingarden along Oakmede

Describe how your project will support the goals of the Landscape Grant Program (see guidance materials for more information). Does your proposed project directly reduce, capture, or treat stormwater?
The project will capture both street, hard surface and turf runoff along Oakmede Lane. The watershed SQF is approximately 17,000 sqf, 70% hardsurface. The storm drain runs north and empties into Lambert Creek.

1 BASEMAP
Scale: 1" = 10'-0"

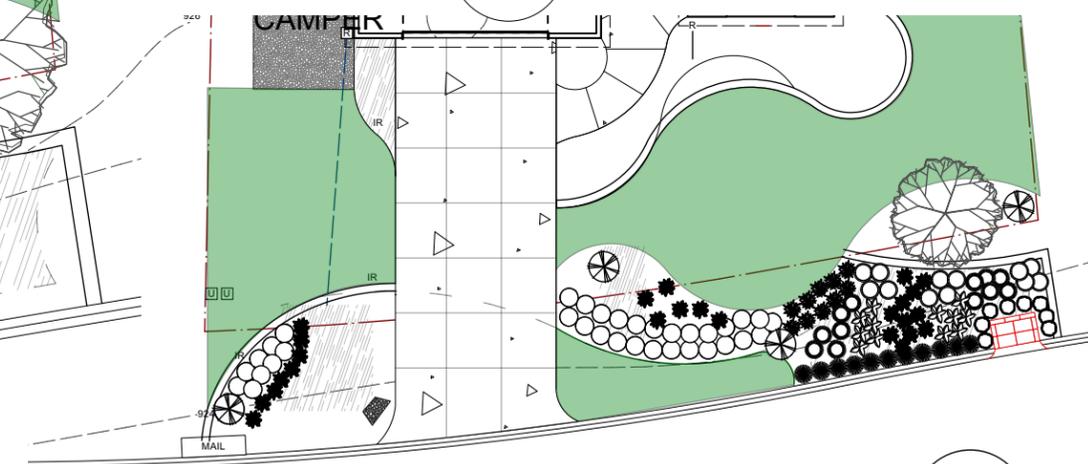


LEGEND

- IR IRRIGATION
- E ELECTRIC
- W WATER
- COM COMCAST BOX)
- U UTILITY BOX
- x—x— CHAIN LINK FENCE
- - - UNDERGROUND DRAIN TILE
- GRAVEL
- NOTE: CONTOURS AT 2' INTERVALS

- SWITCH GRASS TBD
- GREAT BLUE LOBELIA
- FOX SEDGE
- JOE PYE-WEED
- CARDINAL FLOWER
- SPRENGELS SEDGE
- ASTER
- WILD INDIOGO
- PRAIRIE DROPSEED

3 PLANT KEY
Scale: 1" = 30'-0"



2 Planting Concept
Scale: 1" = 20'-0"

SIGMON-OLSEN
4158 OAKMEDE LN
WHITE BEAK LAKE, MN 55110

MATERIALS

DATE	REVISIONS

outdoor LAB Landscape Design inc.
1196 7th Street East, St. Paul, Minnesota 55106
email: info@outdoorlab.net phone: 651-202-3662

DRAWN BY	EM
CHECKED	Checked
APPROVED	Approved
SCALE	1" = 10'-0"

Date: 5/10/21
Sheet No.1