

BOARD OF DIRECTORS MEETING AGENDA

7:00 PM June 23, 2021

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

- I. **Call to Order**, Chair, Jim Lindner
- II. **Approval of Agenda**
- III. **Approval of April 28, 2021 Board Meeting Minutes**
- IV. **Visitors and Presentations**
 - A. TEC Report and Financial – June – Paul Duxbury (Pg. 9)
 - B. Public visitors – non agenda items
- V. **Consent Agenda** 
 - A. Minor VLA WMO Watershed Plan Amendment for Phase 2 Ditch 14 Project  (Pg. 18)
 - B. Scope for market salary survey  (Pg. 21)
 - C. LMCIT VLA WMO Insurance Renewal/Consider Liability waiver  (Pg. 24)
 - D. Letter to BWSR re: MAWD position on watershed-based funding  (Pg. 28)
 - E. Project Updates (Pg. 35)
 - 1. Volunteer events, City Hall raingarden and planting at Tamarack
 - 2. Spent Lime Application at Ash Street Pond
- VI. **Business**
 - A. **Administration**
 - 1. Consider 2022 VLA WMO Budget – Phil  (Pg. 37)
- VII. **Projects**
 - A. Update /presentation on East Goose Lake ALM – Phil/Dawn/Joe B/Connie T (Pg. 67)
 - B. Consider Motion on 319 Project for Wilkinson Lake – Dawn  (Pg.93)
 - C. Lambert Project AFP – Dawn  (Pg. 94)
 - D. Cost Share Program–Landscape Level 1 Grant LL1 2021-02, LL2 Updates–Tyler  (Pg.99)
- II. **Discussion**
- III. **Administration Communication**
- XI. **Adjourn:** Next regular meeting: August 25, 2021



MINUTES OF THE BOARD OF DIRECTORS – April 2021 REGULAR BOARD MEETING
 April 28th, 2021
 Hosted via Zoom Teleconference

Attendance		Present	Absent
Jim Lindner, 2021 Chair	City of Gem Lake	X	
Tom Watson	City of North Oaks	X	
Rob Rafferty	City of Lino Lakes	X	
Ed Prudhon	White Bear Township	X	
Dan Jones, 2021 Vice Chair	City of White Bear Lake	X	
Patricia Youker, 2021 Secretary-Treasurer	City of Vadnais Heights	X	
Phil Belfiori	Administrator	X	
Brian Corcoran	Water Resources Mgr.	X	
Dawn Tanner	Program Development Coord.	X	
Nick Voss	Education & Outreach Coord.	X	
Tyler Thompson	GIS Watershed Tech.	X	

Others in attendance: Paul Duxbury, Robert Larson (VLAWMO TEC); Erinn Robovsky, Troy Kunze, Cheryl Lapham, Joan Pelzer (VH residents); Chris Knopik, Liz Towne (CLA); Troy Gilchrist (K&G Chartered); Chris Otterness (HEI); Marty Harstad (Bluebird Grove PUD)

I. Call to Order

The meeting was called to order at 7:06 pm by Director Lindner of the Zoom teleconference meeting. A roll call was asked for Director presence. Lindner: present, Watson: present, Rafferty: present (arrived after meeting order), Prudhon: present, Jones: present, Youker: present.

II. Approval of Agenda

The agenda for the April 2021 Board meeting was presented for approval, Chair Lindner asked for any additions or corrections. Linder proposed Visitor & Presentations item IV. A. becomes action item.

A motion was made by Rafferty and seconded by Prudhon to approve the April Board meeting agenda, as amended. Vote: Lindner: aye, Watson: aye, Prudhon: aye, Jones: aye, Rafferty: aye. Motion passed.

III. Approval of February 24, 2021 Board Meeting Minutes

The February 24, 2021 Board meeting minutes were presented for approval. Lindner asked for any additions or corrections. None.

A motion was made by Watson and seconded by Prudhon to approve the February 24, 2021 Board meeting minutes, as presented. Vote: Lindner: aye, Watson: abstain, Prudhon: aye, Jones: aye, Rafferty: aye. Motion passed.

IV. Visitors and Presentations

A. Discussion on Troy Gilchrist memo – VLAWMO’s role on Ditch 14 Branches

Belfiori introduced a legal memo from VLAWMO’s attorney on VLAWMO’s role for maintenance and management of County Ditch 14 and its branch ditches, and also relating to maintenance proposed on Branch Ditch #3 by the City of Vadnais Heights. Troy Gilchrist provided his list of recommendations on VLAWMO’s role and responsibility per his memo related to public drainage

management. Gilchrist recommended VLAWMO create a policy to address future community requests for work on a portion of the system.

Discussion: Prudhon asked if there are other WMOs or WDs that VLAWMO can borrow adoption for a municipal maintenance cooperation policy. Gilchrist responded this can be looked into and would recommend this. Watson asked for clarification operating under 103E, and Gilchrist clarified that no, VLAWMO does not operate under 103E, as it's not in VLAWMO's JPA. VLAWMO operates under Minnesota State Statute 103B.

A motion was made by Youker and seconded by Jones for both proposed motions: 1) to direct staff to work with Attorney to develop an agreement with the City as recommended in the memo from Troy dated 4/21/21; and 2) to direct staff to work with Houston Engineering and VLAWMO legal counsel to develop a drainage system role and maintenance policy, for TEC review subsequent consideration by the VLAWMO Board. Vote: Lindner: aye, Watson: abstain, Prudhon: aye, Jones: aye, Youker: aye, Rafferty: aye. Motion passed.

B. TEC Report and Financial – April

Duxbury gave the Board a briefing on current projects and programs, as reviewed at the April TEC meeting. Belfiori briefly overviewed the February Finance Report.

C. Public Visitors – non-agenda items

Erinn Robovsky (515 Bear Ave N), Troy Kunze (500 Bear Ave N), Cheryl Lapham (541 Bear Ave N). Robovsky addressed the VLAWMO Board regarding the Bluebird Grove PUD development. Kunze mentioned sending prior questions regarding stormwater runoff and the proposed development. Belfiori responded that VLAWMO is the WCA administrator, but all other aspects of plan review, including stormwater development and redevelopment rules, are the responsibility of VLAWMO's JPA municipalities, as VLAWMO-member municipalities adopt the VLAWMO standards. Lindner asked for clarification that VLAWMO is not the enforcement agency on development, but provides advisory and recommendations to VLAWMO municipalities. Kunze asked about WCA plan changes and if they have to come back to VLAWMO for reconsideration. Belfiori confirmed this that any changes pertaining to WCA impacts would have to come back to VLAWMO for reconsideration if necessary per the statute /rules. Robovsky asked about tree clearing near Lake Vadnais, as well as kayakers recently on East Vadnais Lake. Corcoran noted the SPRWS would likely be responsible for tree clearing, and Tanner clarified that VLAWMO is unaware as to the identity of the kayakers, and it was not VLAWMO staff.

V. Consent Agenda

A. Authorization of Continued Financial Support for West Vadnais Carp Mgmt. with RWMWD
VLAWMO has \$10,500 allocated in the budget for West Vadnais support to be paid to RWMWD. Staff received a recommendation from the TEC to the Board to continue to partner with RWMWD and fund this portion of the carp effort. **Staff request authorization from the Board to proceed with support to RWMWD in the amount of \$10,500 for carp control efforts on West Vadnais in 2021.**

B. Project Update Reports

Staff prepared updates for projects and programs in the April Board meeting packet.

A motion was made by Rafferty and seconded by Youker to approve the April 2021 Board meeting consent agenda, as presented. Vote: Lindner: aye, Watson: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed.

VI. Business

A. Administration

1. Consider 2020 Audit/presentation from CLA

Belfiori introduced Chris Knopik and Liz Towne from CLA. Chris and Liz presented and reviewed VLAWMO's 2020 Financial Report and Audit. Staff recommends the Board accept the 2020 Financial Report and Audit, with allowance to distribute final copies to JPA member communities and local and state agencies.

Discussion: Watson, regarding material weakness, asked if it could be eliminated if a Board member reviewed and signed off on financial statements. Knopik noted that this is a normal material weakness, and Lindner noted that this was implemented a few years ago, and otherwise an accountant would need to be hired to be rid of this reporting discrepancy. Belfiori noted that the TEC Treasurer also reviews financial statements.

A motion was made by Rafferty and seconded by Prudhon to approve the 2020 VLAWMO Financial Report and audit by Clifton, Larson, Allen LLP, and for distribution to appropriate agencies. Vote: Lindner: aye, Watson: aye Prudhon: aye, Jones: aye, Youker: aye. Rafferty: aye. Motion passed.

2. Consideration of Legal Counsel Services for 2021-22

Belfiori presented that an RFP was issued for Legal Counsel Services for the years of 2021 & 2022. Three proposals were received, reviewed and scored by staff for a selection recommendation to the Board. **Based on the review of the proposals, staff recommends Board approve Kennedy & Graven to continue as the VLAWMO legal Counsel and provide legal services in 2021 and 2022 consistent with their proposal for services dated February 8, 2021.**

Discussion: Rafferty asked about cost comparisons between firms, and Belfiori noted that cost and billing rates were scored and taken into account, though K&G's score outweighed this for the value of their specialty and familiarity with VLAWMO and WMO law, compared to a lower-billing firm.

A motion was made by Prudhon and seconded by Rafferty to select and approve Kennedy & Graven, Chartered for VLAWMO's legal counsel services for 2021-2022. Vote: Lindner: aye, Long: aye, Prudhon: aye, Jones: aye, Youker: aye. Rafferty: aye. Motion passed.

3. 2022 Preliminary Budget Discussion

Belfiori introduced the 2022 VLAWMO preliminary draft budget for discussion, and provided a summary presentation for Board discussion. He noted that at the April 14, 2021 VLAWMO Policy and Personnel Subcommittee meeting, members reached consensus that staff should use a proposed 2022 Storm Sewer Utility fee increase of 9-10% over 2021 fees as a model or starting point for today's Board meeting discussion. A schedule was proposed for continued 2022 budget consideration. He noted that a Board subcommittee meeting is anticipated to review the recommended 2022 draft budget in late May or early June.

Discussion: Youker asked about the possible influx of new housing developments and single family SSU fees that could be coming in future years. Belfiori noted that staff does work with Elhers and Associates and reviews this annually. Jones noted this revenue

could be considered negligible, but looking at the big picture and not keeping up with infrastructure needs, there is the possibility of falling behind on VLAWMO's responsibilities if SSU rates do not increase proportionally. Lindner echoed this. Rafferty noted that the City of Lino Lakes does not charge a SSU, but is now doing feasibility and will likely have to implement a fee structure to maintain infrastructure. Belfiori clarified if the TEC should look for a participating member of the subcommittee. Lindner affirmed this. Prudhon noted his appreciation of the subcommittee and their work.

B. WCA

1. Bluebird Development Buffer Variance/Waiver Request

Corcoran presented the 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/waiver 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 & TEC recommend the following input: concern about retaining wall stability recommend proper engineering for long-term stability; recommend a maintenance agreement for restoration and buffer establishment; recommend wetland buffer signage/monuments indicating natural buffer area and No-Mow area; recommend a native seeding mix that is salt tolerant, due to proximity to the proposed road; recommend buffer to be re-established up to 30ft on west side of wetland and 40ft on east side of wetland, as proposed by the Developer.

Discussion: Lindner asked for clarification on the snow shelf. Watson asked about the buffer in the road, and on the snow shelf and the science behind that. Harstad addressed that their engineers tried to minimize the amount of melting snowpack that would be tributary to the impacted wetland, and Corcoran gave background on WCA rules and decisions, versus VLAWMO's own wetland buffer rules, which are not mandated by the WCA. Watson noted he would like to see the science behind the snow shelf BMP method, and doesn't see any information or background from the TEC. Watson asked staff's opinion. Corcoran noted VLAWMO and staff and the TEP have followed proper WCA policy, and VLAWMO has a wetland buffer policy that goes above and beyond WCA rules. Corcoran noted that though the project does encroach within the wetland buffer, the wetland is currently of low quality and health, and the developer's proposed restoration with buffer impact would provide more habitat benefit than what currently exists, on-site. Prudhon also echoed the TEC's comments of concern for further engineering on the snow shelf retaining wall, and asked for clarification for comparison to the prior wetland buffer variance at the February 2021 Board meeting.

A motion was made by Prudhon and seconded by Jones to recommend summary of VLAWMO comments to the City of Vadnais Heights. Vote: Lindner: aye, Watson: aye, Prudhon: aye, Jones: aye, Youker: abstain, Rafferty: aye. Motion passed.

C. Projects

1. Consideration of Houston Eng. Memo and “Phase 2” CD 14 Maintenance

Staff and Chris Otterness of Houston Engineering, Inc. presented a County Ditch 14 repair phasing and prioritization presentation. Staff will discuss the role of VLAWMO as the ditch authority, projects that have been implemented on the system so far, and current planning and budgeting options to move forward with our role as ditch authority. **Staff recommends the Board authorize staff to implement the process necessary to construct the “phase 2” or “Option 1” for ditch maintenance project in year [21 or 22] as described in the memo and cost estimate on Table 1 of the Houston Repair Cost Estimate dated 3-31-2021.**

Discussion: Lindner recommends approval for “Option 1”.

A motion was made by Jones and seconded by Youker for the authorization of staff to implement the process necessary for the initiation and construction of “phase 2” CD 14 maintenance for years 2021-2022, as outlined in the 3/31/21 Houston Engineering, Inc. Technical Memo, cost estimate on Table 1, and presented as “Option 1”. Vote: Lindner: aye, Watson: aye, Rafferty: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed.

2. Update on 319 Wilkinson Grant Application and intergov. agreement

Tanner presented conceptual designs for the Wilkinson Lake 319 grant project, as provided by Barr Engineering, and in cooperation with the North Oaks Company. Attached in the April Board packet was the Letter of Support from the Minnesota Land Trust, and draft Memo of Understanding from the North Oaks Company.

Staff requested that the Board review the attached information with the understanding that the next /future version of these draft documents, along with the proposed 319 grant application, are anticipated to be will be brought forward for Board at a future meeting. If by chance the RFP were to come out before April 26, 2021, then the grant application will need to be considered at a special board meeting.

Discussion: Lindner asked if one of the other watersheds backing out will effect VLAWMO grant and match amounts. Belfiori responded yes, these are being considered, and would affect proposed local match amounts in the grant agreement workplan. Jones noted that the City partnership is hard to pass up. Watson commented and gave some background on future developments and maintenance issues within North Oaks. Tanner noted that SPRWS has assisted in applying for grant funds relating to the project.

3. 2021 – 2023 BWSR Watershed-Based Imp. Funding (WBIF) Grant (C21-9984) Work Plan & Grant Agreement – AMENDED Res. 2021-04

Thompson presented the BWSR-approved WBIF work plan and grant agreement for approval. The work plan remains unchanged from the February Board meeting, though staff is requesting the Board’s approval for the Board Chair and staff to sign and execute the grant agreement. This can be done by amending VLAWMO Resolution 2021-04.

Discussion:

A motion was made by Prudhon and seconded by Watson for the authorization of the Board Chair to sign and enter into the grant agreement for C21-9984 with BWSR with any non-material changes, and the adoption of the AMENDED Resolution 2021-04. Vote: Lindner: aye, Watson: aye, Rafferty: aye, Prudhon: aye, Jones: aye, Youker: aye. Motion passed.

RESOLUTION 04-2021 AMENDED

Of the Vadnais Lake Area Water Management Organization (VLAWMO)

Acceptance of 2021-2023 BWSR Watershed-Based Implementation Funding Grant (C21-9984 2021 Metro Miss. River East – Vadnais Lake Area WMO)

Director Prudhon introduced the following resolution and moved its adoption. Director Watson seconded the motion.

A RESOLUTION FOR APPROVAL of the 2021-2023 BWSR Watershed-Based funding (Vadnais Lake Area WMO) grant for VLAWMO Cost Share implementation and Subwatershed BMP development and installation (C21-9984).

Whereas, VLAWMO has submitted a funding request and work plan for the Watershed-Based Implementation Funding grant to the Board of Water and Soil Resources to address nutrient loading and volume reduction within the Gilfillan-Tamarack-Black-Wilkinson-Amelia, Birch Lake, Goose Lake, Gem Lake and Lambert Creek Subwatersheds, and

Whereas, components of the grant proposal include VLAWMO Cost Share Program fund integration and the implementation of a subwatershed BMP within the counties of Ramsey and Anoka, Minnesota, and

Whereas, VLAWMO has completed and continues to initiate subwatershed retrofits and feasibility studies to target and implement Watershed BMP implementation projects for the reduction of volume and pollutant loading into 303(d) list-impaired and tributary waterbodies within VLAWMO and to be the beneficiary of the Watershed-Based Implementation Funding from the State of Minnesota, and

Whereas, VLAWMO has finalized a work plan with the Board of Water and Soil Resources for implementation of the grant,

Therefore be it resolved that the VLAWMO Board of Directors hereby approves the C21-9984 grant agreement, with BWSR-approved work plan, and authorizes the WMO Board Chair to execute the grant agreement and submit to the Board of Water and Soil Resources, with any final non-material changes and on advice of counsel.

The question was on the adoption of the resolution and there were 6 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
<i>Dan Jones</i>	√	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ed Prudhon</i>	√	<input type="checkbox"/>	<input type="checkbox"/>
<i>Rob Rafferty</i>	√	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tom Watson</i>	√	<input type="checkbox"/>	<input type="checkbox"/>
<i>Patricia Youker</i>	√	<input type="checkbox"/>	<input type="checkbox"/>
<i>Jim Lindner</i>	√	<input type="checkbox"/>	<input type="checkbox"/>

_____ Board Chair _____ Date
 _____ Attest _____ Date

The foregoing and amended Resolution was passed by the Board of Directors of the Vadnais Lake Area Water Management Organization, Minnesota this 28th day of April, 2021.

VII. Discussion

A. Consideration of Returning to In-Person Board Meetings in June

The Board Chair brought up discussion for returning to meeting in-person for the June 23rd meeting. Lindner & Rafferty expressed their interest in going back to in-person meetings with social distancing. Jones noted he doesn't support going back for in-person meetings, until COVID

restrictions are lifted. Youker noted an exception is a legislative body. Watson noted his preference to continue virtual meetings for personal health issue reasons. Prudhon asked about the continued use of the City of Vadnais Heights Council Chambers for the meeting. Youker responded the Chambers should be available for meeting. Rafferty noted Watson's health issues and concerns and meeting arrangements should be available to address those concerns. Lindner noted the Board should prepare for an in-person meeting in June.

VIII. Administration Communication

IX. Adjourn

A motion was made by Rafferty and seconded by Youker to adjourn at 9:45 pm. Vote: all aye. Motion passed.
Minutes compiled and submitted by Tyler Thompson.

DRAFT

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>		\$42,661	\$273,238	\$646,540	\$9,500	\$382,802	\$656,040	42%
	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

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	56,521.00
Total 5.1 · Income	56,632.28
Total Income	56,682.28
Gross Profit	56,682.28
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	1,956.75
3.120 · Information Systems	
IT Support	1,203.91
Software	149.90
Total 3.120 · Information Systems	1,353.81
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	27,792.02
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	8,684.36
Total 3.1 · Administrative/Operations	44,183.29
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	1,873.65
3.3 · Education and Outreach	

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

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						-202.29	202.29
Check	eft	06/01/2021	Reliance Standard		Checking - 1987		-88.50
				Insurance Benefit		-88.50	88.50
TOTAL						-88.50	88.50
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						-1,956.75	1,956.75
Check	5139	06/11/2021	impressive print		Checking - 1987		-204.00
				3.320 · Marketing		-204.00	204.00
TOTAL						-204.00	204.00
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						-5,291.45	5,291.45
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						-36,185.59	36,185.59
Check	5142	06/11/2021	Ehlers & Associates, Inc.		Checking - 1987		-191.25
				3.150 · Storm Sewer Utility		-191.25	191.25
TOTAL						-191.25	191.25
Check	5143	06/11/2021	MAWD		Checking - 1987		-3,750.00
				3.160 · Training (staff/board)		-3,750.00	3,750.00
TOTAL						-3,750.00	3,750.00
Check	5144	06/11/2021	RMB Environmental Laboratories, Inc.		Checking - 1987		-1,815.00

	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

	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		-5,020.30	5,020.30

Check 5155 06/11/2021 Anoka County

Checking - 1987 -212.00

	3.150 · Storm Sewer Utility	-212.00	212.00
TOTAL		-212.00	212.00

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%



To: VLAWMO Board of Directors

From: Tyler Thompson, GIS Watershed Technician

Date: June 16, 2021

Re: V. A. Minor VLAWMO Watershed Plan Amendment for Phase 2 Ditch 14 Project

Staff has begun coordinating with BWSR for a minor amendment of VLAWMO's 2017-2026 Comprehensive Watershed Management Plan (CWMP) to include and expand on language in the Plan for the anticipated Phase 2 of maintenance work on Ditch 14 in 2021/2022. Our BWSR Board Conservationist has determined the draft edits to constitute a minor amendment. Please find the 2 pages of proposed amendments to the CWMP attached for review. These are minor clarifying language changes to better allow for and support the Phase 2 project. Deletions are stricken, and additions are underlined and highlighted in purple. 2019-approved changes are highlighted in red.

If the Board agrees with and approves the draft minor amendment changes, as presented, staff will distribute the draft to the appropriate Plan Review Authority contacts for a 30-day comment period. Staff will review and respond to any potential comments, and anticipates noticing a public meeting and bringing the amendment for final approval & adoption at the regular August 25th Board meeting.

Staff Recommendation

Staff recommends the Board review draft minor CWMP amendment changes, approve the draft amendments, authorize staff to distribute the draft plan amendments for a 30-day review & comment to the Plan Review Authorities, and authorize notice for a public meeting at the regular August 25, 2021 VLAWMO Board meeting.

Proposed Motion

_____ moves to approve the draft CWMP amendments, authorize staff to distribute the draft plan amendments for a 30-day review & comment to the Plan Review Authorities, and authorize notice for a public meeting at the regular August 25, 2021 VLAWMO Board meeting. Seconded by _____.

Attached:

- ATT 1: 2021 VLAWMO Plan Amendment DRAFT Pages 42 & 43

3 VLAWMO CORE ACTIVITIES

- Birch Lake shoreline restoration project: an on-going maintenance agreement where VLAWMO manages the maintenance oversight and collects a set, annual amount from the BLID and the City of White Bear Lake to assist with maintenance costs.
- Whitaker Pond: agreement states that Ramsey County will dredge built up sediment from the forebay of the pond on a periodic basis.
- Central Middle School swale: VLAWMO agreed to cover the costs associated with the first two years of maintenance by a professional company, and then provided an operations and maintenance manual to the school district groundskeepers to assist them with the subsequent 8 years of required maintenance duties.

For stormwater infrastructure installed by MS4s, such as storm retention ponds or vegetated swales, they are responsible for the inspection, operation, and maintenance. Regular communication between agencies will allow the opportunity to discuss any concerns or new issues regarding their projects.

[For Lambert Creek, VLAWMO conducts maintenance on the ditch. Ditch 13/14 public ditch drainage system pursuant to the VLAWMO Board's direction, the VLAWMO Watershed Management Plan and public ditch inspection program. The VLAWMO Board directs drainage system maintenance on an as-needed basis. The VLAWMO Board has recently approved proposed ditch maintenance on Ditch 14 on approximately 2,400 linear feet of Ditch 14, east of Edgerton Street in the City of Vadnais Heights, at an estimated cost of \\$87,000 for years 2021-2022. VLAWMO intends to implement these activities under Core Activities - Capital Projects and Programs and utilizing funding authority under MN Statute 103B.](#)

3.5 REGULATORY PROGRAM

VLAWMO does not operate a regulatory program for development review. All member cities or townships are MS4s with approved permits to discharge stormwater, and they, along with Ramsey County, Anoka County and the Minnesota Department of Transportation (MNDOT) as MS4s will be responsible for ensuring that development, redevelopment and construction meets NPDES requirements. Each member city or township is required to operate a permitting program and have local controls consistent with VLAWMO water management policy.

VLAWMO is the LGU administering the Wetland Conservation Act (WCA) and has been since 1991 except in MnDOT right of way area. VLAWMO established performance and control standards for managing stormwater runoff, and management classifications, standards and procedures governing the use of wetlands as set out in the VLAWMO water management policy. The current [VLAWMO water management policy](#) was written in April 2009. The current policy is in the process of being updated to follow the most recent standard changes within the WCA, Minimum Impact Design Standards (MIDS), Atlas 14, and Minnesota Stormwater Manual, along with state groundwater and buffer rules. The updated VLAWMO water management policy will be revised as standards in these manuals are amended. The updated policy will be on the VLAWMO website and distributed directly to the appropriate partners.

Ramsey County transferred Drainage Authority for Ditches 13 and 14 to VLAWMO in 1986. These Drainage Systems are otherwise known as Lambert Creek and the Dillon or Whitaker storm sewer system (#07010206-801 & #07010206-637). Ditch Drainage System management activities are conducted under the authorities of chapters [103B and 103E, including maintaining conveyance](#), and are not specifically enumerated in this Plan

3 VLAWMO CORE ACTIVITIES

except as they relate to protecting and improving downstream water resources. VLAWMO plans to continue its Drainage Authority role and will actively look for opportunities to use its unique abilities and authorities under 103B ~~and 103E~~ to implement water quality improvement projects concurrently with ditch maintenance and repair projects. VLAWMO acknowledges its role as a ditch authority in implementing the State buffer law and will pursue buffers consistent with requirements.



To: VLAWMO Board of Directors

From: Phil Belfiori

Date: June 15, 2021

Re: V. B. Consent – Consider Market Salary Survey scope of work from Sara Noah

Per the consensus recommendation of the VLAWMO Subcommittee at their 6/10/21 meeting, please find attached for Board consideration a scope of work for completion of a market salary survey. If the Board were to approve the attached scope, it would be anticipated that the final results from the analysis and proposed revision to the VLAWMO salary program would be brought forward for Board consideration later in 2021. This item is part of the Subcommittee recommended 2022 budget and the subcommittee requested to move forward with immediate board consideration of this scope.

Staff Recommendation

Consistent with the Subcommittee recommendation, staff recommends the Board approve the attached scope of work from Sara Noah dated June 14, 2021.

Proposed Motion

_____ moves to approve the attached scope of work from Sara Noah dated June 14, 2021.

Attached:

- Proposed scope of work from Sara Noah dated June 14, 2021.

*NOAH & ASSOCIATES, INC.
845 Whiteside Mountain Road
Highlands, NC 28741
Tel. (828) 482-6577*

Confidential Proposal

June 14, 2021

Mr. Phil Belfiori
District Administrator
Vadnais Lake Area Water Management Organization
800 County Road E
Vadnais Heights, MN 55127

Dear Phil:

Thank you for contacting me to discuss your proposed salary program update project. As you requested, I have prepared the following brief outline of proposed project steps and estimated fees to complete the work you requested.

Project Objectives

To update the salary administration program with salary ranges for the various classifications and job descriptions that exist now or are likely to be needed within the Watershed Management Organization (WMO). The following ten classification titles have been selected: District Administrator; Program/Project Manager I, II, II; Technical Specialist I, II, III and Education/Outreach Specialist I, II, II. These titles designate skill classifications and individual employee position titles may vary.

Project Outline

Step One – Teleconference with the District Administrator and Personnel Committee

Teleconference with the District Administrator and if requested, conference with the Personnel Committee to discuss the project proposal and answer questions they may have regarding the project.

Step Two – Review and Discuss Job Descriptions

Review and discuss each job description with the Administrator to ensure that we have a good understanding of each position. This step is critical to conclude prior to the salary data collection process.

Step Three – Collect and analyze salary survey data

This step involves collection of salary survey information from published survey sources that are appropriate for the WMO. We will then analyze the salary information and develop recommendations regarding updating the salary ranges (with salary zones) for each position. For purposes of this proposal we have assumed that ten job classification titles will be included.

Step Four – Discuss the recommendations

Upon completion of the first draft, we will schedule a teleconference meeting with you to discuss the proposed salary program recommendations and prepare revisions if necessary prior to preparing the final report.

Step Five – Teleconference meeting with the Board (Optional)

Conduct follow-up conference call meeting with the Policy and Personnel Committee to discuss findings and recommendations if requested.

Timing and Fee Estimate

Based on the outline above, Noah & Associates, Inc. estimates that it will take approximately one to two months to complete the project. Fees are based on the amount of consultant time estimated as necessary to complete these steps. If the scope changes, a new timing and fee estimate will be necessary.

These cost are estimates and the actual costs will reflect actual time worked by Noah & Associates, Inc. plus any out-of-pocket costs incurred while working on the project.

<u>Activity</u>	<u>Estimated Fees</u>
Step One - Teleconference with the DA and Personnel Committee	\$ 250 - \$375
Step Two - Review job descriptions & discuss with Administrator	300 - 400
Step Three - Collect, analyze data; prepare recommendations	1,900 - 2,575
Step Four - Review findings, recommendations with Administrator	300 - 400
Step Five – Conference call with Personnel Committee	(Optional)

Total Estimated Fees: \$2,750 - \$3,750

Hourly Fee: \$125 (estimated 22 - 30 hours of consultant time)

Phil, I hope that this brief project outline meets the needs of the WMO at this time. I would appreciate the opportunity to discuss this with you and answer any questions that you may have. I look forward to the opportunity to work with the Vadnais Lake Area Watershed Management Organization again. I have attached a Confidential Bio and list of Watershed Districts that I have worked with in similar projects.

Sincerely,

Sara Noah, President Noah & Associates, Inc.



To: VLAWMO Board of Directors

From: Phil Belfiori

Date: June 15, 2021

Re: V. C. Consent – Consider LMC Liability waiver form

Consistent with past years, staff is working on submission on LMC Liability Insurance application. As part of this process, the application asks if VLAWMO wishes to waive statutory tort limits. Per the recommendation of Marc Bullis, VLAWMO insurance representative, the proposed motion below identifies the that the Board wish to NOT waive it's monetary limits on liability. Last year the Board did not waive.

Proposed Motion

_____ moves that VLAWMO wish to **NOT WAIVE** the monetary limits on municipal tort liability established by Minn.Stat. § 466.04.

Attached:

- LMC Liability waiver form



Liability Waiver

VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION - P&C

in

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of it purchased. The decision to waive or not to waive the statutory limits has the following effects:

1. *If the city does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limit applies. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
2. *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
3. *If the city waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision. This decision must be made by the city council. Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. For further information, contact LMCIT. You may also wish to discuss these issues with your attorney.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

For more information download the Liability Waiver Form (<https://www.lmc.org/wp-content/uploads/documents/Liability-Coverage-Waiver-Form.pdf>)

Submit Renewal

I have completed this section

(/Reports/PrintRenewalMaster?inProgramNbr=0011&cityID=600348010&inLOB=PC&inFormID=16824)



LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: **Vadnais Lake Area Water Management Org.**

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____



To: VLAWMO Board of Directors

From: Phil Belfiori

Date: June 15, 2021

Re: V. D. Consent – Consider Letter in Support of MAWD Policy Recommendation related to Watershed Based Implementation Funding (WBIF) Program

VLAWMO staff received the attached information from MAWD President Mary Texer on May 5, 2021 requesting WMO/WD support for the MAWD policy recommendation related to watershed based implementation funding (WBIF) program. Attached is summary of the background and context related to this MAWD policy recommendation.

In summary, this MAWD policy position requests that BWSR provide continue stable funding to WMO/WD's with comprehensive BWSR approved watershed plans (like VLAWMO) in the metro area given those plans are the best way to efficiently deliver prioritized, targeted and measurable clean water implementation at a watershed scale.

Staff Recommendation

Staff recommends the VLAWMO Board approve the proposed motion below supporting this MAWD policy recommendation and authorize staff to send the attached letter from VLAWMO to BWSR.

Proposed Motion

_____ moves to approve support of the MAWD policy recommendation to distribute BWSR Watershed Based Implementation funding (WBIF) to organizations with state approved comprehensive, multiyear 103B watershed management plans that deliver on multijurisdictional priorities at a watershed scale and authorize staff to send the attached letter to BWSR.

Attached:

- MAWD policy analysis and recommendation document dated April 30, 2021
- Proposed Letter to BWSR from VLAWMO Board Chair

Minnesota Association of Watershed Districts

Policy Analysis and Recommendations

Metro Watershed Based Implementation Funding

Introduction and Purpose:

The Board of Water and Soil Resources (BWSR) has been piloting options for long term funding through its watershed based implementation funding (WBIF) program for the metro area, as it moves away from competitive based funding for clean water projects.

This paper analyzes those policy options using criteria established by the Board of Water and Soil Resources, Minnesota statutes and the Local Government Water Roundtable (LGWR) – including that state funds be provided in a streamlined, efficient, predictable manner for prioritized, targeted and measurable clean water implementation at a watershed scale.

Policy Recommendation:

Based on the analysis, the Minnesota Association of Watershed Districts (MAWD) finds that the policy option that best meets these stated goals is:

Funding distributed to organizations with state approved comprehensive, multiyear 103B watershed management plans that deliver on multijurisdictional priorities at a watershed scale.

Policy Parameters:

1. Portions of the metro that are within a One Watershed One Plan (1W1P) should be funded through the 1W1P program and NOT through the Metro WBIF. Specifically, the North Fork Crow River, South Fork Crow River, Rum River, Lower St. Croix River and North Cannon River within the metro should be funded through their respective 1W1P.
2. The remaining metro area should have grants distributed to the 23 water management organizations (WMO) wholly located within the metro for implementation.
3. Projects may be the work of any eligible local government identified in the WMO plan (including soil and water conservation districts, counties, or cities), or subsequently integrated into the WMO plan through the well-established planning processes outlined in MN Statute 103B.

Background and Context:

Local Government Water Roundtable:

In 2013, the Local Government Water Roundtable (LGWR) Comprehensive Water Planning and Management Policy Paper recommended that, *“long-term predictable state funding should be provided for implementation of actions identified in watershed-based plans.”*

The 2013 Policy Paper outlined that, *“the funding mechanisms should allow streamlined administration to maximize efficiency, minimize redundancy, and prevent duplication of efforts.”*

In 2016, the LGWR Funding Workgroup Policy Paper found that:

- *“When the voters of Minnesota approved the Clean Water, Land and Legacy Amendment to increase sales tax, they did so with the intent that actions would take place that would result in cleaner water.”*

- *“Once implementation strategies are developed it is imperative that funding is aligned to be distributed to implement actions effectively.”*
- *“More predictable funding for implementation will make it more likely to achieve progress on the goals of clean water which the citizens of Minnesota supported.”*
- *“Watershed management is an effort that takes time and would benefit from a more stable base of funding than is provided through current grants.”*
- *“In the Twin Cities metropolitan area, mandatory planning has been required since 1982. Since these plans exceed what is expected in 1W1P, at this time they are not anticipating going through the 1W1P process. However, their comprehensive watershed management plans are in need of predictable funding from the state.”*
- *“Long-term, predictable state funding should be provided in the form of Comprehensive Watershed Implementation Block Grants (CWIBGs) for management and implementation of actions identified in comprehensive watershed management plans.”*
- *“A new funding mechanism should . . . be resource driven where strategies and actions identified in the comprehensive watershed management plans drive what gets done.”*
- *“The most significant question remaining for the Metro is how future state funds could be equitably and more efficiently distributed, both for planning and implementation.”*

Board of Water & Soil Resources Watershed Based Implementation Funding Pilot:

The Board of Water and Soil Resources has established pilot watershed based implementation funding programming in the metropolitan area. Based on BWSR literature, these pilot programs are intended to:

- Ensure a simplified administrative process;
- Be driven by locally led collaboration;
- Provide reliable support for local water management;
- Be prioritized, targeted and measurable; and
- Depend on comprehensive watershed management plans to address the largest pollution threats and provide the greatest environmental benefit to each watershed

Stakeholder Engagement in BWSR Watershed Based Implementation Funding Pilot:

Pilot programming for watershed based implementation funding was implemented in the 2018-2019 and 2020-2021 biennium as a means to developing best practices for the long-term sustained implementation of WBIF.

Throughout that time metro watershed management organizations have repeatedly provided critical insight, feedback, and concrete policy guidance to BWSR based on real world experience with implementing the pilot programs; measured against the stated goals of BWSR – stemming from prior recommendations from the LGWR.

In addition to consistent feedback regarding the lack of specific and measurable goals, opaque process, and inconsistent communication from BWSR to stakeholders; metro watershed management organizations have repeatedly recommended that BWSR’s “watershed based” funding program be truly

watershed based – relying on metropolitan watershed management plans – in order to achieve policy objectives of:

- Ensuring a simplified administrative process;
- Being driven by locally led collaboration;
- Providing reliable support for local water management;
- Being prioritized, targeted and measurable; and
- Depending on watershed management plans to address the largest pollution threats and provide the greatest environmental benefit to each watershed

In response to feedback, BWSR has communicated that the watershed based funding pilot program “*is truly a pilot program,*” and that it was committed to working with local government partners to leverage the feedback and learning gathered through the pilot process. Unfortunately, to date the consistent recommendations from metro watersheds have not been meaningfully or transparently integrated into BWSR’s policy evaluation or decision making.

From the beginning, and throughout the pilot program, metro watersheds have repeatedly pleaded with BWSR to:

1. Articulate how the pilot programs are being measured relative to the stated policy objectives;
2. Communicate those data driven findings to stakeholders;
3. Identify criteria being used to evaluate the many policy options regarding the long term mechanics of watershed based implementation funding; and
4. Clearly communicate its analysis and findings ahead of decision making regarding the long-term use of constitutionally dedicated legacy funding.

With ongoing concerns related to the lack of transparent communication and unclear frameworks for analysis by BWSR, MAWD has worked with metro watershed management organizations to identify and apply evaluative criteria to the various WBIF options to support a clear and focused policy recommendation to BWSR.

MAWD Analysis of BWSR Watershed Based Implementation Funding Policy:

Introduction:

For purposes of evaluating WBIF options MAWD has used the well-established public policy analysis framework below.

- Define the problem
- Assemble the evidence
- Construct the alternatives
- Identify evaluative criteria
- Project the outcomes
- Confront the tradeoffs
- Decide

Define the Problem:

For purposes of MAWD’s analysis, LGWR has already assembled evidence and defined the problem, that to achieve the clean water objectives voted on in the constitutional amendment, a source of *long-term predictable state funding should be provided for implementation of actions identified in watershed based*

plans – with funding mechanisms maximizing efficiency, minimizing redundancy, and preventing duplication of efforts.

Construct the Alternatives:

Throughout the implementation of the WBIF pilot programs a variety of alternatives have been identified. These are outlined in the attached policy analysis matrix (Attachment A), and include:

- A. Allocate funds by BWSR defined 10 Metro Watershed Areas.
 - a. Eligible LGUs meet in each of the 10 WS Areas to decide distribution of funds. *Used in FY2020-2021 cycle
- B. Allocate funds by BWSR defined 33 Metro Watershed Areas.
 - a. Eligible LGUs meet in each of the 33 WS Areas to decide distribution of funds.
- C. Allocate each eligible entity in Metro (WMO, SWCD, County, up to 47 entities) to fund each plan.
- D. Metro-wide competitive grant for all eligible entities.
- E. Allocate funds by BWSR defined 3 Metro Watershed Areas based on major river basins (MN, Miss, St Croix).
 - a. Eligible LGUs meet in each of the 3 WS Areas to decide distribution of funds.
- F. Allocate funds to each of the 33 Metro Watershed Management Organizations with approved plans. WMO/WDs decide the distribution of funds.
- G. Allocate funds to each of the 23 Metro Watershed Management Organizations with approved plans that are not part of a 1W1P. WD/WMOs decide the distribution of funds.

Identify the Evaluative Criteria:

To objectively evaluate the aforementioned WBIF options, a set of seven criteria were used drawing from BWSR policy and guidance, statute, and LWGR policy recommendations, which include.

- Projects are prioritized, targeted and measurable (PTM)
- The Plan is sufficiently cooperative and coordinated with cities, SWCD, and counties in the metro
- The process to distribute identify and fund projects, implement, and report is efficient and streamlined
- Work is PTM at a watershed scale
- Projects must be identified in a comprehensive watershed plan developed under 103B
- The Plan underwent a public agency review
- WBIF funds are a predictable source of funds

Project the Outcomes:

The evaluation of options A-G, using the aforementioned seven criteria are outlined in the attached policy analysis matrix (Attachment A). An executive summary of this analysis is provided below.

Watershed management planning processes outlined in MN Statute §103B.231 have proven, over 40 years of practice, to be one of the most effective single means of comprehensively integrating multijurisdictional water and land use planning – resulting in truly collaborative, prioritized, targeted and measurable water resource improvement strategies coordinated efficiently at a watershed scale.

As the LGWR acknowledged in 2016, the content requirements of these metro watershed plans exceed what is expected in 1W1P, and require meaningful collaboration with towns, statutory and home rule charter cities, soil and water conservation districts, state review agencies, the Metropolitan Council and the Board of Water and Soil Resources.

Following plan adoption, every single metro water management organization implements annual processes to maintain their comprehensive watershed management plans, through careful and intentional collaboration with agency partners at a local and regional scale, to integrate emerging issues, priorities, and management strategies identified within the watershed.

As needed, based on this routine and real-time level of locally led collaboration, watershed plans are amended to integrate adjusted priorities identified through partnership with cities, soil and water conservation districts, counties and others. These amendments are reviewed by all member towns, cities, counties, the Metropolitan Council, state review agencies, before ultimately being approved by BWSR.

This process, designed by the legislature, is explicitly designed to contemplate and integrate, at a watershed scale, the physical environment, the hydrologic system, and the policies and plans of all other agencies within the jurisdiction, in order to develop a comprehensive, prioritized, and targeted plan for measurable watershed improvement.

Juxtaposed against existing and proven processes in 103B, BWSR has promoted a new “convene” policy, which at its core invents a new regional governance framework and planning process ([Metro Area Watershed Based Funding Process](#)), accompanied with significant overhead and duplications beyond the proven metro watershed planning already in place.

BWSR’s proposal contradicts the established goals and policy recommendations of the LGWR to establish funding mechanisms that *maximize efficiency, minimize redundancy, and prevent duplication of efforts*; and BWSR’s own claim that, *“The efficiencies created by this change will benefit both organizations and landowners by streamlining processes, which will allow more projects to be implemented in a timely manner and ensure limited resources are spent where they are needed most.”*

103B watershed management planning exists today, under statute, as an efficient, streamlined process to integrate and prioritize water resource management at a multi-jurisdictional level – bringing city, soil and water conservation districts and county goals under one umbrella. It is unclear how developing new bureaucracy that exists in parallel with statute and rule already in place serves the stated objectives of LGWR, BWSR, or taxpayers, as it increases the overhead and process for local agencies beyond those that were previously required to seek clean water funds competitively.

If the state wishes to develop an efficient, streamlined, predictable source of funding for prioritized watershed scale implementation on a coordinated versus competitive basis, funding 103B watershed management plans completed under existing statute and rule is the alternative that achieves these goals.

June 23, 2021

Marcey L. Westrick
BWSR Central Region Manager
520 Lafayette Road
St Paul, MN 55155

RE: Minnesota Association of Watershed Districts (MAWD) recommendations for Metro Watershed Based Implementation Funding

Dear Ms. Westrick,

The VLAWMO Board of Directors unanimously approved this letter sent on behalf of the VLAWMO Board at the June 23rd, 2021 Board meeting.

On April 30th, 2021, VLAWMO received an invitation from MAWD to accompany their policy analysis and recommendations for Metro Watershed Based Implementation Funding.

After considering the invitation and the contents of MAWD's analysis document, the VLAWMO Board expresses its support to distribute BWSR Watershed Based Implementation funding (WBIF) to organizations with state approved comprehensive, multiyear 103B watershed management plans that deliver on multijurisdictional priorities at a watershed scale. We support BWSR in following this policy outlined by MAWD, and foresee numerous benefits that would enhance VLAWMO's plan implementation and leadership in collaborating with the municipalities we serve.

Thank you for your time and consideration in this matter.

Jim Lindner, VLAWMO Board Chair

To: VLAWMO Board of Directors
From: VLAWMO Staff
Date: June 16, 2021

Re: V. E. Project Updates

2. Volunteer events: City Hall raingarden and planting at Tamarack

May 25th, 2021: VLAWMO, Ramsey Soil and Water Conservation Division (RSWCD), and Tamarack Nature Center partnered together for re-planting at the Teal Pond restoration site. Started in Spring, 2020, this effort was a follow-up to invasive buckthorn and reed canary grass removal that was supported by a VLAWMO Landscape Level 2 cost-share grant. Volunteers from Tamarack Nature Center and VLAWMO's Watershed Action Volunteers group helped in the planting process.



May 29th, 2021: The Watershed Action Volunteers maintained the Vadnais Heights Fire Department raingarden, including weeding and debris removal and disposal.



June 10th, 2021: The Vadnais Heights Public works purchased and delivered fresh mulch for the Fire Department raingarden. VLAWMO, City staff, and public works staff were on-site to spread the mulch into the raingarden. Valuable conversations were had in the process pertaining to raingarden maintenance and plant ID.



Upstream – Community Blue

The Upstream project is being led by the White Bear Center for the Arts utilizing VLAWMO Community Blue funding. This funding was awarded by the VLAWMO BOD to the White Bear Center for the Arts in February, 2020 and was postponed for the year due to COVID-19. A schedule of free tea events with more info and registration is posted publically at the White Bear Center for the Arts website: <https://whitebeararts.org/2021/04/upstream-tea-ceremony/>

The effort will include VLAWMO volunteer involvement and a Central Middle School bioswale maintenance day.

3. Spent Lime Application at Ash Street Pond

The long-awaited spent lime stormwater pond treatment project finally occurred during the third week of June. After the application of spent lime at Oak Knoll Pond was ruled out as infeasible, staff and Barr Engineering worked to find another location with prior monitoring data and feasible access, and Ash Street Pond was chosen. This project is headed, funded, and managed by Barr, with VLAWMO assisting in landowner outreach & coordination, along with sampling efforts. It is anticipated that VLAWMO will use our sampling contractor, RMB Environmental, for analysis, and Barr will reimburse VLAWMO for those costs. Staff anticipates project sharing and outreach through its website and social media.

Date: June 19, 2020

To: VLAWMO Board

From: Phil Belfiori, Administrator

Re: VI. A. 1. 2022 Budget Consideration

Background / Introduction

Pursuant to the consensus recommendation from the 2022 Budget /Finance Subcommittee at their meeting on June 10, 2021 and consistent with the direction provided by Board members at the 2022 budget discussion at the April 28, 2021 Board meeting, please find for your review and consideration the attached information related to the subcommittee and staff recommended 2022 VLAWMO budget.

This proposed 2022 budget comes at an exciting time for VLAWMO with recent implementation of several partnership-based regional water management projects including the Lambert Pond/Lake Meander and Sheeppile Project, the 4th and Otter –Birch Lake BMP, phase 1 Ditch 14/ public drainage maintenance, and proposed East Goose ALM initial planning to name only a few. The above mentioned list of projects represents the continued momentum for VLAWMO to move towards a more project implementation focus while still maintaining a strong foundation of nonstructural and core services programs. Some other important achievements in the last year included development of an expanded cost-share partnership program, enhanced employee benefits and professional development programs, increased project based communication and outreach and achieving the goal of an increased level of uncommitted fund balance to over 50% of the general fund.

Summary of Budget Highlights

The attached proposed 2022 budget provides an important first step in achieving a more accelerated and comprehensive project implementation approach over the next 5 years.

It should be noted that the draft 2022 budget includes some level of uncertainty related project timing connected to the proposed E. Goose ALM program, proposed Wilkinson Lake 319 grant BMP, and Ditch Repair/Maintenance. This timing may require budget revision /updates either after this subcommittee meeting and or in the “working budget” proposed budget in December 2021.

A few key highlights of the draft 2022 budget as summarized in the PowerPoint presentation (Attachment 1) and identified in more detail in attachment 2 (budget spreadsheet) and attachment 3 (footnotes) include:

1. Consistency with the consensus recommendation at the June 10, 2021 budget subcommittee meeting, includes a 9% increase in SSU rate. Based on this recommended 9% increase, the average residential SSU rate would be apx. \$57.94 / yr. for the Residential 1-3 units classification.
2. Continuing progress towards implementation of CIP type projects:
 - Wilkinson Lake BMP design /implementation;
 - Ditch 14 maintenance/ ongoing ditch maintenance and technical work & assistance w/local partners related to public drainage management;
 - Proposed East Goose Adaptive Lake Mangment (ALM) program development;
 - Debt Service for Lambert sheet pile portion of the project (first year of required funding through 2031/32);
 - BWSR Watershed Based Fund grant implementation – cost-share program partnership with member communities.
3. Implementation of key watershed programs (ongoing) including: water quality monitoring, cost-share program, project communication and eeducation/ outreach, regulatory/ engineering, wetland assessment work and MS 4 partnerships. The draft budget also includes funding for a watershed plan amendment to update the Projects from the April 14 subcommittee meeting 5 -year project table and the recent May 2021 project partnership meetings with staff from each of the member communities and the Ramsey County.
4. Continuing a strong operations & administration program including the employee payroll (based on Board approved performance based salary adjustment policy) and recently approved updated employee benefits package. This information was reviewed by the Personnel Subcommittee as part of the 2022 budget /finance subcommittee meeting on June 10, 2022. At this meeting the Personnel Subcommittee did reach consensus to recommend the budget identified on Rows 15 and 16 in Attachment 2. Also included in the employee payroll budget is a proposed update to the employee market payroll survey as was included in the tonight's meeting consent agenda.

Options

The attached “footnotes” document (Attachment 3) contains a detail list of each fund's recommended budget as defined in Attachment 2 table. The projects /programs listed in these attachments and as summarized in the attached PowerPoint presentation could be used by the Board to discuss possible options to either add projects/programs not included in the proposed 2022 budget and /or to make budget reductions.

Recommendation

Consistent with 2022 Budget Subcommittee recommendation from their June 10, 2021 meeting and the direction provided by the Board members at the 2022 preliminary draft budget discussion at the April 28, 2021 Board meeting, Staff recommends that the Board approve the attached 2022 VLAMWO Budget.

Proposed Motion

Approve Resolution 05-2021 adopting the 2022 Budget.

Attachments

Attachment 1 – Powerpoint presentation proposed 2022 Budget

Attachment 2 - Spreadsheet identifying recommended 2022 budget

Attachment 3- Footnotes of the key draft budget items identified in attachment 2.

Attachment 4 – Background slides related to historical stormwater rates and comparable watersheds in Ramsey County

Attachment 5- Resolution 05-2021 adopting the 2022 Budget

Discussion and Consideration of the Proposed 2022 Draft Budget Attachment 1



Board Meeting – June 23, 2021

Items Covered in this Presentation

- Background related to Recommended 2022 Budget
- Summary of recommended proposed budget for each fund (also see attachment 2 & 3 Spreadsheet and footnotes)
 - Operations / Administration
 - Programs
 - Projects
- Feedback from 2022 Budget/Finance Subcommittee. Board members Youker, Jones, Lindner and TEC member Ferrell



Background- 2022 budget

- The attached proposed draft 2022 budget is consistent with the consensus recommendation from the 2022 Budget /Finance Subcommittee at their meeting on June 10, 2021 and consistent with the direction provided by Board members at the 2022 preliminary budget discussion at the April 28, 2021 Board meeting.
- Attached draft 2022 budget provides an important first step in achieving a more accelerated and comprehensive project implementation approach over the next +-5 years as was discussed by the subcommittee members at the April 14, 2021 meeting.
- Continued momentum towards a more project implementation focus while maintaining a strong foundation of nonstructural and core services programs.

Background- 2022 budget highlights:

- Consistency with the consensus recommendation at the June 10, 2021 budget subcommittee meeting, includes a 9% increase in SSU rate. Based on this recommended 9% increase, the average residential SSU rate would be apx. \$57.94 for the residential 1-3 units classification (See attachment 4)
- Continuing progress towards implementation of CIP type projects:
 - Proposed Wilkinson Lake BMP design /implementation;
 - Ditch 14 maintenance/ ongoing ditch maintenance & public drainage management;
 - Proposed East Goose Adaptive Lake Mangment (ALM) program development;
 - Debt service for Lambert sheet pile portion of the project;
 - BWSR Watershed-Based Fund Grant implementation

Background- 2022 budget highlights:

- Anticipates approximately \$324,500 in outside grant and other partnership revenue /income (in addition to the SSU).
- The 2022 budget utilizes a projected \$192,367 of the assigned fund balance and leaves a projected apx. \$674,378 going into 2023.
- Recommended adjustments in employee payroll and benefits based on the Board approved salary policy.
- Uncertainty related project timing connected to the E. Goose ALM program, Wilkinson Lake 319 grant BMP, and ditch repair/maintenance. This timing may require later budget revision /updates

Summary of recommended 2022 draft budget

Operations / Administration

- \$643,488
 - **Employee Payroll:** recommends Increases and market adjustments based on Board approved Policy. Recommended by Personnel Subcommittee on June 10. Also recommended market study developed in later 2021 (consent agenda)
 - **Employee benefits :** consistent with the recently approved updated employee benefits package.
 - Other operational funds roughly close to 2021 approved “working” budget. Including: 1) Office, 2) Information systems, 3) Insurance, 4) Audit, 5) Bookkeeping, 6) Engineering 7) Legal 8) SSU 9) Training, 10) Mileage and Noticing



Summary of recommended 2022 draft budget

Projects (page 1 of 3)

Continuing progress towards implementation of CIP type projects:

- **Lambert Creek Subwatershed Budget - \$83,000**
 - Lambert Lake Project debt service for sheet pile
 - Minor maintenance -Lambert Lake project
 - Partnership on ditch maintenance
- **Lambert Creek Subwatershed Public Ditch Maintenance - \$90,100**
 - RCD 14 main stem ditch maintenance “phase 2” –approved in April 2021
 - Corrections crew /minor maintenance fund
 - Required maintenance for previously grant-funded projects



Summary of recommended 2022 draft budget

Projects (page 2 of 3)

- **Gilfillan Black Tamarack Wilkinson Amelia Subwatershed- \$93,500**
 - Proposed Wilkinson Lake water quality Project/ 319 grant -VLAWMO share of local cash match
 - Possible BMP retrofit located in the northern ditch into Wilkinson Lk.
 - Tamarack Lake veg. survey
-
- **Goose Lake Subwatershed- \$70,000**
 - E Goose ALM implementation plan
 - Possible E Goose ALM proposed management actions
 - Possible partnership on stormwater management water quality



Summary of recommended 2022 draft budget

Projects (page 3 of 3)

- **Pleasant Charley Deep Subwatershed \$22,500**
 - Carp management (work with St Paul Water)
 - AIS management
- **Sucker Vadnais Subwatershed. \$12,500**
 - Carp management in West Vadnais
 - Vadnais-Sucker Park restoration w/Great River Greening
 - Partnership on planned stormwater study / water management studies
- **Gem Lake and Birch Lake Subwatersheds. \$10,000 Each**
 - small feasibility studies or analysis for City partnership



Summary of recommended 2022 draft budget

Programs

- Monitoring and studies – pursuing wetland functions and values assessment at targeted wetland complexes that are being considered for restoration and or management by local partners - \$51,000
- Cost Share - landscape level 1 and 2 budget stay the same from the approved 2021 budget levels- \$44,000
- Communication, Education and Outreach – More focus on project communication & update to the VLAWMO Web site- \$25,500
- Watershed Plan – Amendment for the “second half” of the 10-year implementation



Summary of recommended 2022 draft budget

Fund Balances

- Estimated that \$866,745 will be carried over from 2021 into 2022 budget (conservative estimate)
- The 2022 budget utilizes a \$192,367 of the projected fund balance
- Based on this projected carry over amount, the predicted fund balance at year end (December 31, 2022) is estimated at apx. \$674,378 (assuming the entire proposed 2022 draft budget expenditures are spent).



Recommendation from 2022 Budget Subcommittee

- On June 10, 2021 the 2021 Budget /Finance Subcommittee (Board members Youker, Jones, Lindner and TEC rep. Ferrell) met to review the purposed draft 2022 budget.
- Staff provided a summary of specific fund project and programs budgets.
- After this discussion, the Personnel Committee also discussed the projected salary/benefits budget as recommended based on Board approved policy.
- Upon further discussion, the Subcommittee came to a consensus to recommend approval of the budget included in this board packet/ being presented tonight.



Comments from Subcommittee member?

Board consideration

- Proposed Board motion :

- Proposed Motion – _____ moves to approve Resolution 05-2021 related to approval of the 2022 VLAWMO Budget. Second by _____.



Attachment 2- 2022 Draft Budget for 6/23/21 Board Meeting

VLAWMO BUDGET 2022		Approved 2021 "working" Budget	Projected /Estimated	Draft 2022 Budget
Expenditures identified are VLAWMO's portion only.			2021 expenditures	
3.1	Operations & Administration	\$613,540	\$600,000	\$643,488
	3.110 Office	\$26,214		\$27,097
	3.120 Information systems	\$26,365		\$25,865
	3.130 Insurance	\$7,000		\$7,210
	3.141 Consulting -Audit	\$7,728		\$8,191
	3.142 Consulting - Bookkeeping	\$1,500		\$1,500
	3.143 Consulting - Legal	\$4,000		\$5,000
	3.144 Consulting - Eng. & Tech.	\$30,000		\$30,000
	3.150 Storm Sewer Utility	\$13,000		\$14,000
	3.160 Training - staff, board,TEC	\$8,750		\$12,500
	3.170 mileage and noticing	\$6,300		\$6,300
	3.191 Employee payroll	\$370,307		\$391,400
	3.192 Employee liability (benefits)	\$112,376		\$114,425
3.2	Monitoring & Studies	\$21,000	\$20,000	\$51,000
	3.210 Lake & creek program lab analysis	\$18,000		\$18,000
	3.220 Equipment	\$3,000		\$3,000
	3.230 Wetland assessment & management	\$0		\$15,000
	3.240 (New) Watershed Plan Amendment			\$15,000
3.3	Education & Outreach	\$21,500	\$16,500	\$25,500
	3.310 Public Education	\$8,500	\$6,000	\$6,000
	3.320 Communication, Outreach and marketing	\$7,500	\$5,000	\$17,500
	3.330 Community Blue education grant	\$5,500	\$5,500	\$2,000
3.4	Capital Improvement Projects and Programs	\$492,340	\$301,500	\$494,600
	<i>Subwatershed Activity</i>			
	3.410 Gem Lake subwatershed	\$0	\$0	\$10,000
	3.420 Lambert Creek subwatershed (Includes Debt Service)	\$222,100	\$150,000	\$83,000
	3.425 Goose Lake subwatershed	\$124,200	\$30,000	\$70,000
	3.430 Birch Lake subwatershed	\$0	\$0	\$10,000
	3.440 Gilfillan Black Tamarack Wilkinson Amelia sub	\$16,000	\$16,000	\$93,500
	3.450 Pleasant Charley Deep subwatershed	\$22,500	\$22,500	\$35,000
	3.460 Sucker Vadnais subwatershed	\$12,500	\$12,500	\$41,500
	3.48 Programs			
	3.481 Soil Health Grant- new.	\$4,500	\$4,500	\$5,000
	3.482 Landscape 1 - cost-share	\$16,000	\$16,000	\$16,000
	3.483 Landscape 2	\$28,000	\$20,000	\$28,000
	3.484 Project research and MS 4 partnership work			\$0
	3.485 Maintenance and operations (Facilities maintenance & Ditch maintenance)	\$46,540	\$30,000	\$102,600
3.5	Regulatory	\$0		\$2,000
	3.510 Engineering plan review	\$0		\$2,000
	Total budget	\$1,148,380	\$938,000	\$1,216,588
	INCOME			
5.1				
	5.11 Storm Sewer Utility	\$935,340		\$1,019,521
	5.12 Fees for Service	\$200		\$200
	5.13 Interest	\$3,000		\$1,500
	5.14 Misc. income - WCA admin grant	\$3,000		\$3,000
	Total VLAWMO income	\$941,540	\$941,540	\$1,024,221
	5.15 TOTAL- Other funding sources - grants, partnerships donations	\$894,679	\$790,170	\$324,500
	MPCA 319 Lambert Project	\$211,179	\$253,170	\$46,500
	Loan MPCA Sheet pile Lambert project	\$650,000	\$468,000	\$186,000
	BWSR WBF	\$16,000	\$59,000	\$62,000
	Ramsey County IESF 4th and otter	\$17,500	\$10,000	\$30,000

BWSR WBF 21-23

Proposed MPCA 319 Wilkinson Lake BMP

NOC per proposed partnership agreement fc

City of WBL for proposed East Goose ALM

	5.16	From reserves /use of fund balance	\$206,840	-\$3,540	\$192,367
	5.17	Predicted Fund balance at end of the year (year end 2020 per Audit is \$863,205)		\$866,745	\$674,378
		Minimum fund balance required per Board Policy (assume 50%of total general fund budget)	\$574,190	\$469,000	\$608,294

Attachment 3

Footnotes for the recommended draft 2022 VLAWMO Budget-

This document is meant to be read at the same time as Attachment 2 recommended draft budget spreadsheet

1. **3.110 - \$27,097. Office-** A new 3 year office lease was approved at the October 2020 Board meeting with the City of Vadnais Heights. This lease provides for an annual increase of apx. 3% over the next two years (2022 -23). Details are in the table below. Rent includes the main office, 4 cubicles, storage space and access to conference rooms, Postage, copies and supplies are estimated.

Office expense	2021	Proposed 2022
Rent	\$19,034	\$ 19,700
Tel /Internet/ machine use	\$3,460	\$ 3,564
Postage	\$620	\$ 639
Copies	\$1050	\$ 1,082
Supplies	\$2050	\$ 2,112
Total	\$26,214	\$27,097

2. **3.12 - \$25,865. Information systems** – This covers the critical IT annual maintenance costs, hardware updates and software licenses. Does not include overall comprehensive web site update.

Information systems	2022 Budget	Notes
Roseville – Metro INET.	\$ 15,310	Metro INET has gone to a JPA based organization-
Website hosting, maintenance on web site , support & email	\$2400	HDR
Google apps for government	\$432	
Zoom	\$193	
GIS web hosting & update to the GIS mapping system	\$1000	Houston Engineering
ESRI ArcView license renewal & GIS User group dues	\$965	
Software updates	\$1184	For new/existing systems
Hardware updates (including laptops)	\$3000	(did not update laptops in 2020)
Adobe software	\$506	
Total	\$25,865	Includes 3.5% contingency

Attachment 3

3. **3.13 - \$7210. Insurance-** Includes cost of the League of MN Cities insurance and membership. Worker's compensation insurance tracks with payroll costs so slight increase from 2021.
4. **3.141- \$8,191. Consulting - Audit.** \$7025 for CLA in 2021 for 2020 audit work. For 2022 will need to go out for proposals in October 2021 for next 2 years.
5. **3.142 \$1,500. Consulting - Bookkeeping.** Continue to do quickbook effectively in house. It has proven very useful to ask for special Quick books assistance at year-end.
6. **3.143 \$5,000. Consulting – Legal-** Increased from \$4,000 in 2021 to \$5,000 in 2022 given possible additional project partnership agreements and related work.
7. **3.144 \$30,000. Engineering and Technical.** This is consistent with the 2021 contract with S.E.H. In 2022 staff would propose to use this fund for work with the various engineering firms that VLAWMO currently works with(not just SEH). This budget provides small/limited technical assistance tasks included (but not limited to) MS 4 technical assistance, technical work related to watershed plan amendment, and feasibility studies with local partners that not anticipated to date.
8. **3.150 \$14,000. Storm Sewer Utility.** This budget item provides consultant assistance to translate our annual budget into SSU fees for each of 11,000+ parcels within VLAWMO and assistance certifying those parcels to two Counties. This assistance is critical to the SSU, the main source of VLAWMO funding. Consulting fees vary slightly from year to year.
9. **3.160 \$12,500. Training: staff, Board, TEC.** Five staff and some volunteers taking advantage of occasional excellent workshops. \$1000 is included the training budget to provide the beginning of the educational assistance. At average of \$800 /staff person for training. 2022 budget include \$7,500 for MAWD dues.
10. **3.170 \$6,300. Mileage and Noticing.** Mileage at federal rates, legal notices and other expenses are paid with this budget item.
11. **3.191 & 3.092. Administration or staff payroll: = \$ 391,400 + \$114,425**
(employer liability – FICA, PERA, health insurance)

Employee Payroll: - \$391,400 . Includes recommended projected salary adjustment for the 2022 budget. Increase and market adjustments based on Board approved policy. Also includes \$5,000 for update of market survey completed in 2018. This was discussed to begin immediately in 2021 at the June 10 Subcommittee meeting.

Employee Liability:– \$114,425. Per health benefits package approved by the Board in 2020. Paying staff is our biggest single expense, but critical to all other programs. VLAWMO benefits include vacation and sick leave (based on length of service), paid holidays, health /dental insurance & HSA, PERA (required public pension), life insurance and short term disability.

12. **3.21. \$18,000. Lake and creek lab analysis.** Changes in lab decreased costs in 2020. This is the same budget as in 2021.

Attachment 3

13. **3.22. \$3,000. Equipment.** This pays for maintenance, replacement costs on essential water quality equipment, bacteria processing supplies, ice & dry ice for transport and other supplies.
14. **3.23. \$15,000. Wetland assessment & management.** This was a new budget fund in 2020 and was postponed in the 2021 budget for one year. In 2022 it is proposed that the program would focus pursuing wetland functions and values assessment at targeted wetland complexes that are being considered for restoration and or management by local partners.
15. **3.240 \$15,000. Watershed Plan Amendment.** Overall amendment consistent with high level subcommittee discussion on 5-year project implementation plan in April 2021 and recent project partnership meetings with staff from each of the member communities.
16. **3.310 \$6,000. Public Education -** This budget item provides funding for MS 4 partnership for education, training and outreach. It pays dues to partner organizations such as NEMO, and Watershed Partners. This is for expenses associated with the Annual Report.
17. **3.320 \$17,500. Communication, Outreach and marketing.** This portion of the budget would fund brochures, community event materials and non- project related signage. Facebook ads, constant contact for e-news distribution, brochures, branding material are included. In 2022 this budget also includes \$10,000 to initiate an update to the VLAWMO Web site with a focus on organizing and simplifying the site based on audience needs.
18. **3.330 \$2,000. Community Blue Education grant.** An education grant program that partners with community groups within the watershed to promote water resource stewardship.
19. **3.410 \$10,000 Gem Lake Subwatershed.** Budget includes fund a small feasibility study or analysis for City partnership on possible road improvement project area, TMDL/MS 4 management and or possible Rush Line partnership study.
20. **3.420 \$83,000. Lambert Creek Subwatershed (includes debt service).**

Proposed Subwatershed Projects	Budget	Notes
Minor maintenance -Lambert Lake project	\$10,000	If needed
Lambert Lake Project Debt Service for sheet pile	\$48,000	Apx. \$39,000 – 48,000 Dependent on if claim is received and what if any payment is made.
Partnership on ditch maintenance	\$10,000	Possible partnership on City of Vadnais Heights water quality portion of Branch 3 maintenance – study or water quality project?
Partnership on subwatershed analysis	\$10,000	Possible analysis in Ditch 13 /retrofit opportunities in subwatershed area?

Attachment 3

Stormwater reuse analysis followup on ongoing Ramsey County Stormwater reuse study	\$5,000	Possible at Ballfields or Golf Courses?
Total	\$83,000	

21. **3.425 \$70,000. Goose Lake Subwatershed.** Pending outcome of City Council and VLAWMO Board meeting discussions, this amount could be revised later /at the December 2021 Board meeting as part of the proposed carry over “working” budget. (If the VLAWMO Board and City Council wish to proceed with the E. Goose ALM program).

Proposed Subwatershed Projects	Budget	Notes
E Goose ALM Implementation Plan and with other E Goose ALM proposed management actions	\$30,000	Assumes 50/50 funding with City-
Possible stormwater management partnership	\$20,000	
Possible retrofit analysis of water quality BMPs	\$20,000	Assume local partnership
Total	\$70,000.00	

22. **3.430 \$10,000. Birch Lake Subwatershed.** Possible partnership with City for retrofit BMP and or analysis /study with City and/or County.

23. **3.440 \$93,500. Gilfillan Black Tamarack Wilkinson Amelia Subwatershed.**

Proposed Subwatershed Projects	Budget	Notes
Wilkinson Lake water quality Project/ 319 grant -VLAWMO share of local cash match for engineering design and early implementation	\$62,000	Assumed total 2022 project expenses assumed @ \$310,000 with NOC sharing local cash match of (\$62,000).
Partnerships with the City of Lino Lakes for analysis to possible BMP retrofit.	\$10,000	Assumes partnership
White Bear Township for possible analysis of stormwater retrofit partnership areas	\$10,000	
Tamarack Lake Veg. Survey	\$8,500	
Amelia Lk. flowering rush treatment	\$3,000	
Total	\$93,500	

24. **3.450 \$35,000. Pleasant Charley Deep Subwatershed.** Budget includes Carp Management work with St Paul Water (\$23,000) and AIS management and or

Attachment 3

biomass (\$12,000). Anticipate requesting St. Paul Water for partnership on the carp management.

25. **3.460 \$41,500. Sucker Vadnais Subwatershed.**

Proposed Subwatershed Projects	Budget	Notes
carp management in West Vadnais	\$15,000	
fish survey	\$3,500	In support of RWMWD parallel work upstream/ downstream of W Vadnais
Vadnais-Sucker Park restoration w/Great River Greening	\$3,000	Grant match
Partnership with City of Vadnais Heights on stormwater study	\$10,000	Per project partnership meeting with City staff
Partnership with Ramsey County on study for a possible project at Edgerton and Centerville	\$10,000	Per project partnership meeting with County staff
Total	\$41,500	

26. **3.481 \$5,000. Soil Health Grant** (includes \$500 for rain barrel program).

27. **3.482 \$16,000. Landscape 1 (cost-share).** This program remains effective at putting the funds directly back into BMP's in the ground. This budget was cut from \$24,000 to \$16,000 in 2021 budget. The Board and TEC have seen this as a good opportunity to put good stormwater practices directly back into the watershed and foster stewardship and education.

28. **3.483 \$28,000. Landscape 2.** This cost share funding source is for those larger (greater than \$10,000) projects brought to VLAWMO by community partners who otherwise could not implement their best management practice. This budget is proposed to stay at 2021 budget levels (with the potential of some carry over from 2021 to 2022?) This budget will also need to serve as the local (10%) cash match for the 2021 -23 BWSR WBF grant.

29. **3.484 \$0. Project research and feasibility – watershed wide.** This is being provided for under Consultant – Engineering and technical (3.144) and/or under the subwatershed areas.

30. **3.485 \$102,600. Maintenance and operations (Facilities maintenance).**

Proposed Projects	Budget	Notes
RCD 14 main stem ditch maintenance “phase 2”	\$77,100	Schedule for anticipated implementation of approved project in Q 4 of 2021 and budgeted in 2022 per Board direction. Assumes some cost

Attachment 3

		for “phase 2” in 2021.
Necessary technical /legal assistance related to possible public drainage partnership with local communities	\$10,000	
Corrections crew /minor maintenance fund	\$3,000	
Required maintenance for previously grant-funded projects	\$12,500	
Total	\$102,600	

31. **3.510 \$2000. Plan reviews – engineering assistance.** This review, if needed, can also utilize fund 3.114 consulting engineering and tech. fund identified above.
32. **INCOME. 5.11 \$1,019,521. Storm Sewer Utility fees.** – (see orange section of spreadsheet). 2022 recommended budget proposes a 9% increase in SSU fees from 2021 based on VLAWMO subcommittee recommendation and April Board meeting discussion. Last year in 2021 the SSU was \$935,340. (See **Attached 4** for SSU rate background graph). Last year the rate for the single family home was \$53.16. This rate for 2022 will be defined more specifically at the Aug. 2022 Board meeting, however, initial estimates are that if the Board approves a 9% increase in SSU fees for 2022, the rate for a single family home would be apx. \$57.94 / yr. for the Residential 1-3 units classification.
33. **5.12 Service fees (\$200)** based on actual to date although this income varies from year to year.
34. **5.13 Interest (\$1500)** has been reduced to better reflect current interest rates.
35. **5.14 WCA subgrant & misc. income (\$3000)** – this is dependent on what development activity is happening during the year.
36. **5.15 Other funding sources – grants, donations.**
2021 actual estimated income from “other” funding sources is projected at \$790,170 (see blue section on spreadsheet). With the addition of the following anticipated grant /partnership revenues, total projected income for 2021 (including SSU revenue) is anticipated to be around an estimated \$1,731,710.

In 2022, would anticipate the following grant and other partnership revenue (in addition to the SSU revenue):

Grant or Partnership Income Source	Amount of Income anticipated in 2022
Proposed MPCA 319 Wilkinson Lake BMP	\$186,000
NOC per proposed partnership agreement for Wilkinson Lake BMP	\$62,000
BWSR WBF 21-23	\$46,500

Attachment 3

City of WBL for proposed East Goose ALM Partnership?	\$30,000
TOTAL	\$324,500

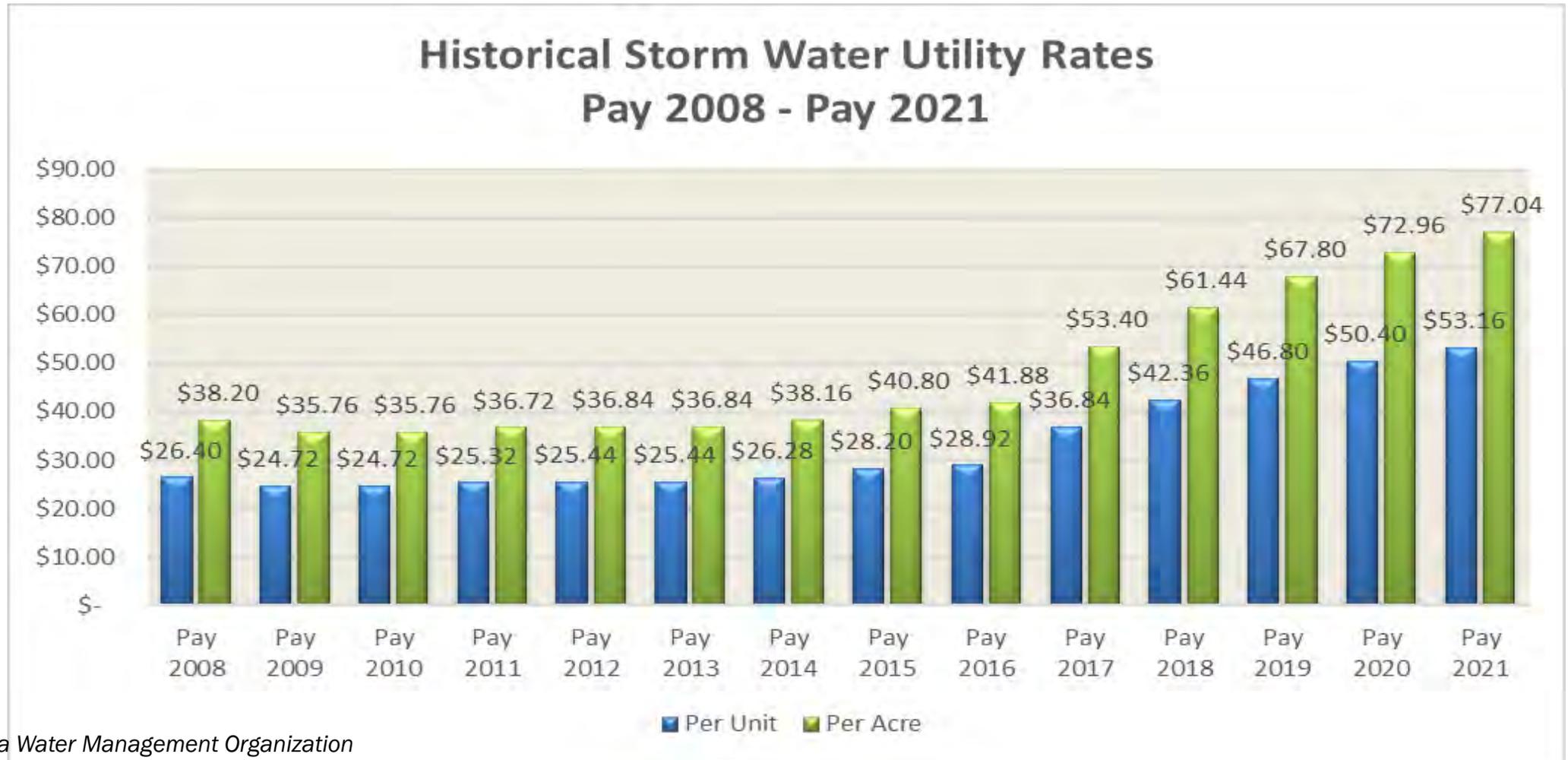
With the addition of the following anticipated grant /partnership revenues, total income in 2022 (including SSU revenue) is anticipated to be around an estimated \$1,348,721.

37. **5.16 From reserves /use of fund balance.** The 2021 approved “working” budget approved at the Dec. 2021 Board meeting utilized \$206,840 of fund balance carry over. Under current (actual) estimated VLAWMO expenditures for 2021, it is anticipated that none of the fund balance will be utilized in for 2021 expenses.

In 2022, it is projected that \$192,367 of the fund balance will be utilized as part of implementation of the draft 2022 budget (assuming the entire proposed 2022 draft budget expenditures are spent).

38. **5.17 Fund Balance Carry over** - The projected proposed 2022 budget assumes a remaining fund balance of \$866,745 will be carry over from 2021 into 2022 budget. Based on this projected carry over amount, the predicted fund balance at year end (December 31, 2022) is \$674,378 (assuming the entire proposed 2022 draft budget expenditures are spent). This amount is slightly higher than the minimum fund balance required to be carried over per Board fund balance policy (assuming 50% of the total estimated general fund amount).

Background : Historical Storm Water Rates **Attachment 4**



Background : 2021 Storm Sewer Utility Charges by Property Classification

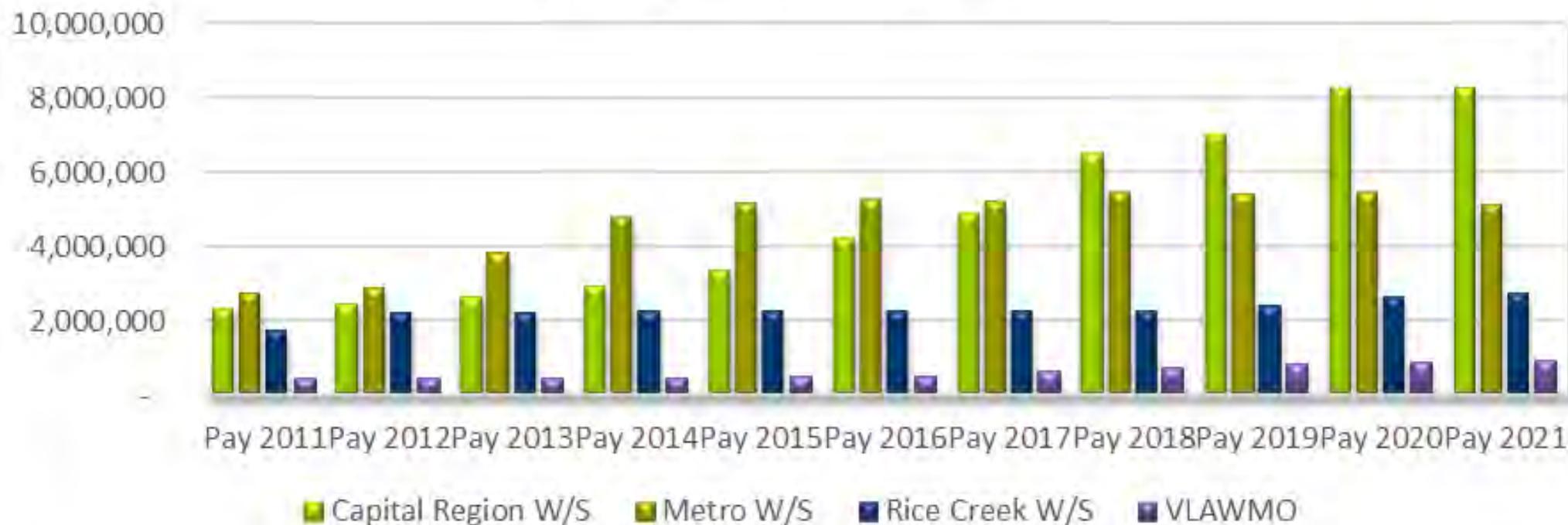


Classification	Total Amount	R. E. F.	Rate
Residential 1-3 Units	\$543,568.08	1.00	\$53.16/ Unit
Residential 4 or more Units	\$36,193.30	2.72	\$77.04/ Acre
Commercial	\$135,527.32	4.23	\$77.04/ Acre
Industrial	\$118,470.93	3.30	\$77.04/ Acre
Institutional	\$77,714.80	3.30	\$77.04/ Acre
Golf Courses	\$12,670.93	0.74	\$77.04/ Acre
Agricultural	\$8,547.83	0.25	\$77.04 / Acre
Vacant Land	\$0	Exempt	\$0.00
Road/Railroad ROW	\$0	Exempt	\$0.00
Wetland/Public Waters	\$0	Exempt	\$0.00
Other Exempt	\$0	Exempt	\$0.00
Totals	\$938,693.19		

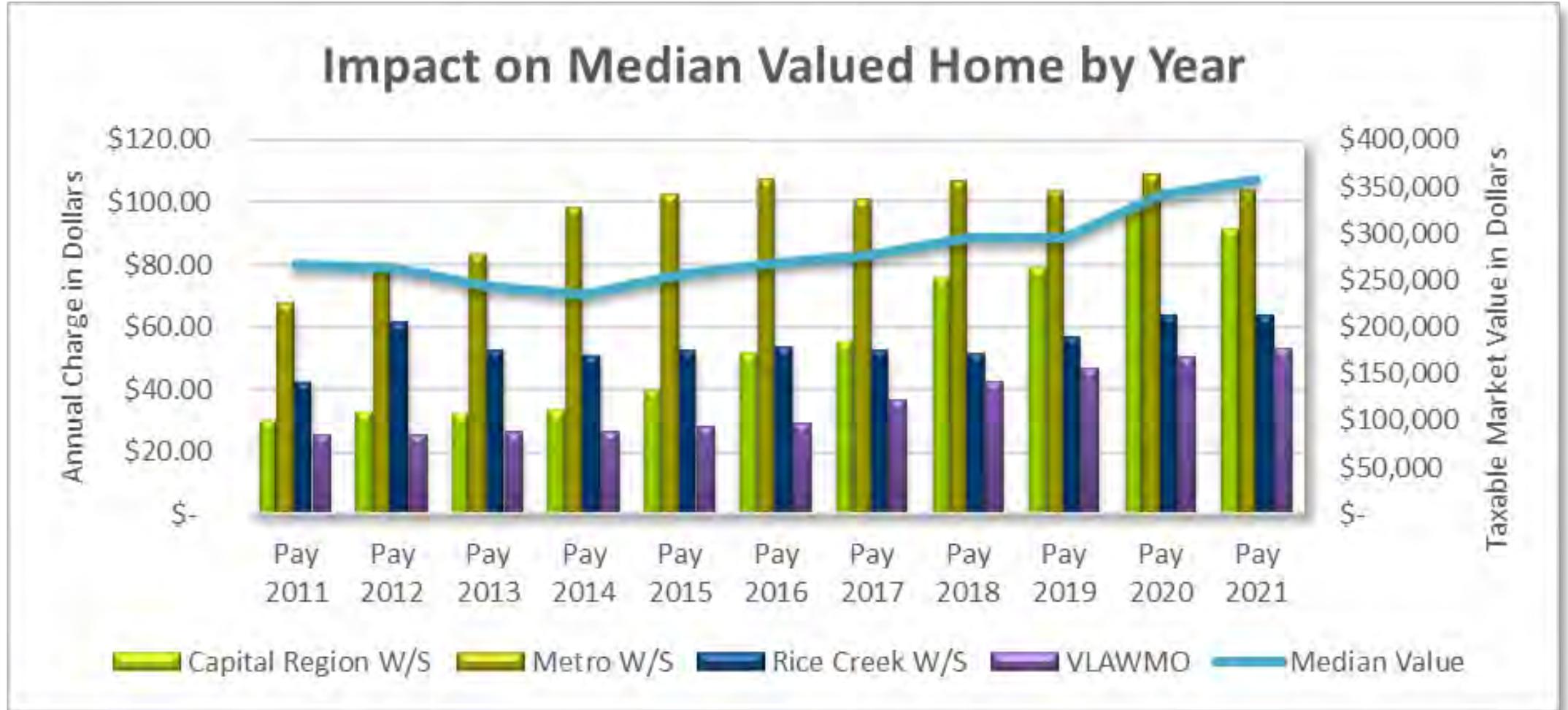
Background: Comparable Watersheds in Ramsey County



Property Tax Levy and Storm Water Utility Charge Comparison by Year



Background: Comparable Watersheds in Ramsey County



Attachment 5

Resolution 05-2021

Of the Vadnais Lake Area Water Management Organization (VLAWMO)
Approving the 2022 Budget

Resolution 0X-2021 was moved by Director _____ and seconded by Director _____:

Whereas, the Board of the Vadnais Lake Area Water Management Organization has considered the 2022 Budget as recommended by the 2022 Budget /Finance Subcommittee and the attendant information. The 2022 budget and footnotes are attached to this Resolution, and

Whereas, Total revenue for 2022 is projected at \$1,541,088 of which \$1,019,521 is from the VLAWMO Storm Sewer Utility (9% increase in the VLAWMO Storm Sewer Utility from 2021) and the remainder of the revenue being from a MPCA 319 Grant, BWSR Watershed-based grant, partnership from local communities, proposed project agreement with North Oaks Company, Fund balance carryover from 2021, and fees/investment income.

Whereas, the total expenditures for 2022 is projected at \$1,541,088 which will be paid utilizing: 1) \$1,216,588 of VLAWMO funds/ carry over funds from 2021, and 2) \$324,500 of loans, grants and partnerships funds.

Therefore be it resolved that the 2022 Budget, dated 6-23-2021 is approved.

The question was on the adoption of the resolution and there were __ yeas and __ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
<i>Dan Jones</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ed Prudhon</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Rob Rafferty</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tom Watson</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Patricia Youker</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Jim Lindner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

_____ Board Chair Date

_____ Attest Date



To: VLAWMO Board

From: Phil Belfiori, VLAWMO Administrator; Dawn Tanner, VLAWMO Program Development Coordinator; Nick Voss, VLAWMO Education/Outreach Coordinator; Connie Taillon, City of WBL Environmental Specialist

Date: June 16, 2021

Re: VII. A. Presentation on Community-Engagement Process Related to the East Goose Adaptive Lake Management (ALM) Program

BACKGROUND

VLAWMO, City staff, and Barr Engineering, with assistance from the City of White Bear Lake Environmental Advisory Committee (EAC) for the community survey portion, have completed an initial East Goose ALM community-engagement process which included: a December 1, 2020 lakeshore owner neighborhood conversation; a lakeshore owner hard-copy survey; and a community-wide online survey. A follow-up East Goose ALM Community Input Meeting is 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.

Partners brought recent informational presentations to the City Council including MS4 permitting by City of WBL staff on April 27, Shallow Lakes and Alum by Barr Engineering on May 11, and Shallow Lake Vegetation Management by Barr Engineering on May 25, 2021. Presentations have been posted and are available on the East Goose Lake Web Hub at: vlawmo.org/EastGooseALM. A City Council Work Session was completed on June 15, 2021.

SUMMARY

At the June 23rd VLAWMO Board meeting, VLAWMO staff, City staff, and Barr Engineering will present a summary of the recent informational presentations and the results of the initial East Goose ALM community-engagement process. Enclosed in your packet are the presentation slides and the [Community-Engagement Results document](#) and will be passed out at the Board meeting. The document includes results from each component that has been completed in the community-engagement process.

DISCUSSION

Staff is prepared to answer any additional questions the Board may have related to the East Goose Adaptive Lake Management Program and is seeking preliminary feedback related to the program and survey results as it prepares for the Community Input Meeting on August 3, 2021.

ATTACHMENTS

June 23, 2021 presentation slides
Community-Engagement Results document (linked)

East Goose Lake June 23, 2021

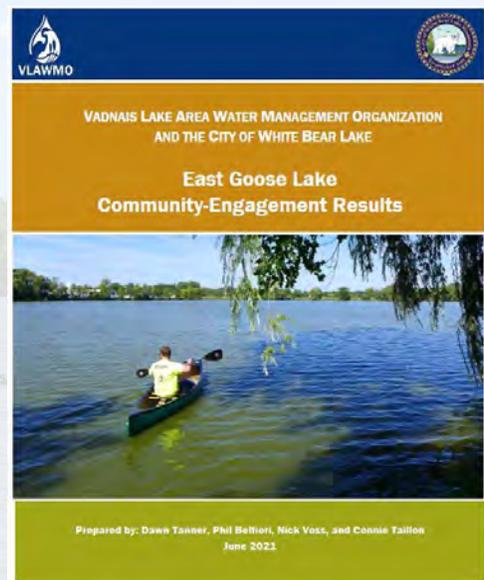


1

Printed material (Phil) (Additional copies available at the door)

1. Tonight's PPT presentation
(no vote is requested)
2. East Goose Lake
Community-Engagement Results
(posted on East Goose Lake Web Hub,
see link in memo, and will be distributed
at the meeting)

- 1) Lakeshore owner neighborhood conversation (p. 1-2)
- 2) Lakeshore owner hard-copy survey pgs (p. 3-22)
- 3) Community-wide survey (p. 23-39)



Reminder about East Goose ALM Web Hub: Resources shared and available (scroll to bottom of page)

- Recordings and PowerPoints from May, 2021, Barr Engineering visitor presentations to White Bear Lake City Council
- East Goose Lake Community-Engagement Results (June 1, 2021)

Resources:

- + East Goose Lake Neighborhood Discussion: December, 2020
- + White Bear Lake Stormwater Pollution Prevention: April, 2021
- + White Bear Lake City Council Visitors Presentations: May, 2021
- + Community-engagement Results: June, 2021
- + Other

+ East Goose Lake Water Quality Data



Postcard notifications

Most recent postcard:

- Sent to lakeshore residents June 2, 2021 (30 addresses)

Previous postcards sent:

- Nov. 5, 2020
- Nov. 19, 2020
- Jan. 26, 2021
- March 2, 2021
- April 7, 2021
- May 17, 2021

East Goose Adaptive Lake Management Community Input Meeting: August 3rd, 2021 — 6:30pm

Public Safety Training Room (3rd St Entrance)
4700 Miller Ave
Behind WBL City Hall: Map on back

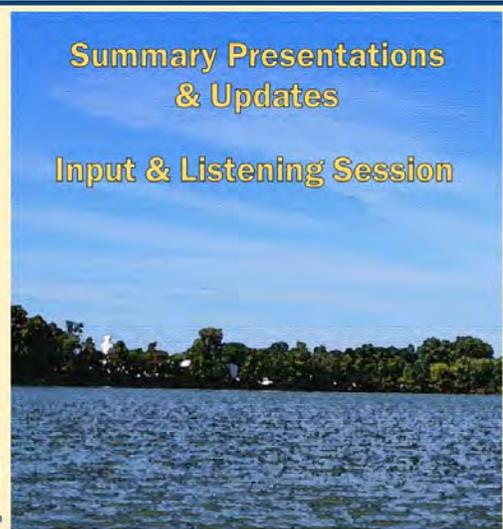
Visit the East Goose Adaptive Lake Management Web Hub for updates and more information:

vlawmo.org/EastGooseALM



Summary Presentations & Updates

Input & Listening Session



Informational sessions

Presentations to Council leading up to this workshop

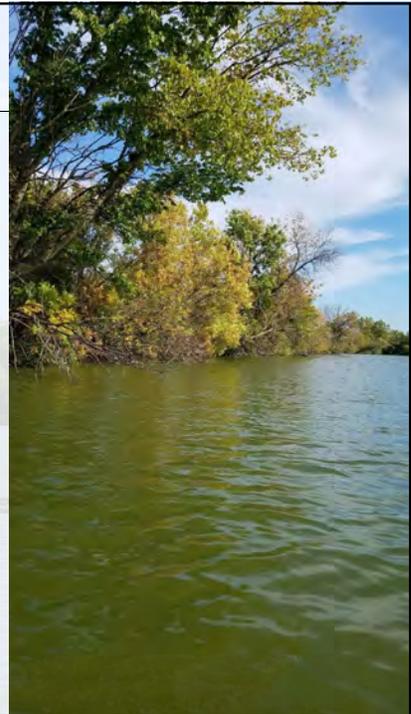
- I. MS4 permitting by City of WBL staff (April 27)
- II. Shallow Lakes and Alum by Barr Engineering (May 11)
- III. Shallow Lake Vegetation Management by Barr Engineering (May 25)

Informational sessions

I. MS4 permitting by City staff (April 27)

New MPCA MS4 permit requirements:

- Additional reporting requirements for impaired lakes with Total Maximum Daily Load (TMDL) assessments
 - Submit compliance schedule for 5-year permit cycle (identify projects and implementation years)
 - Report pollutant reduction progress for nutrient-impaired lakes, including East Goose Lake



II and III. City Council Meetings Summary

Shallow lakes uniquely exist in alternative stable states

- Turbid, algae dominated state prone to severe and toxic algae blooms
- Clear, plant dominated state prone to heavy vegetation growth

Alum is an effective tool for restoring East Goose Lake

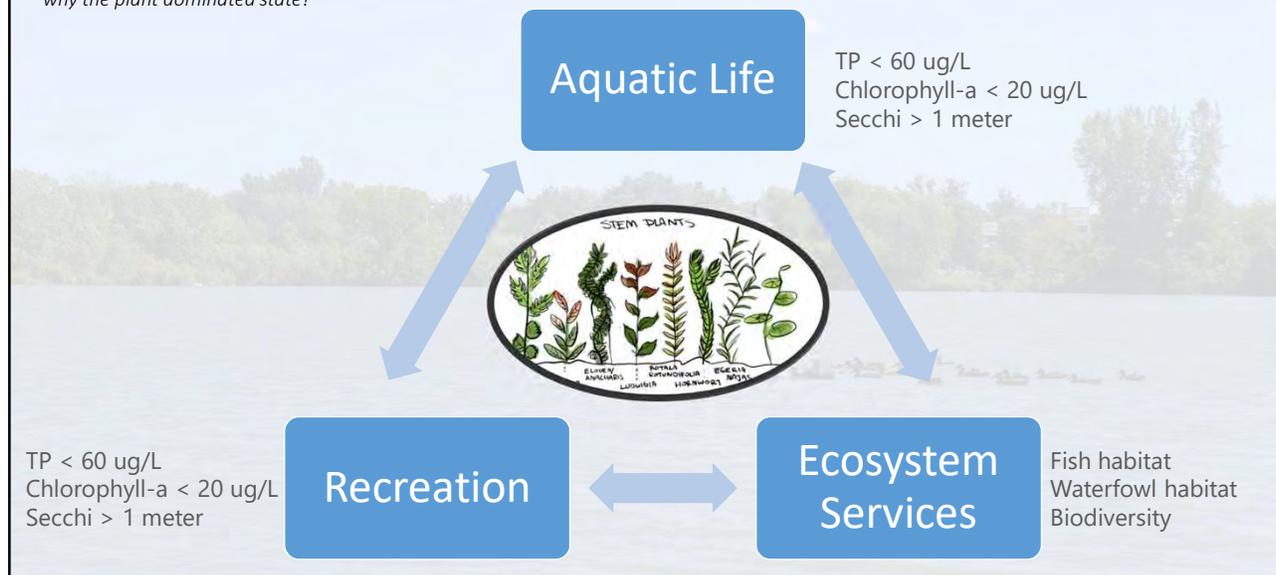
- 88% of the P entering East Goose Lake is from the sediments
- Alum is proven effective and safe for recreational shallow lakes
- Maintenance treatments will likely be needed

East Goose Lake will likely respond with increased vegetation growth

- To maintain recreational use, long term active plant management will be required

Balancing Aquatic Vegetation and Recreation in Shallow Lakes

why the plant dominated state?



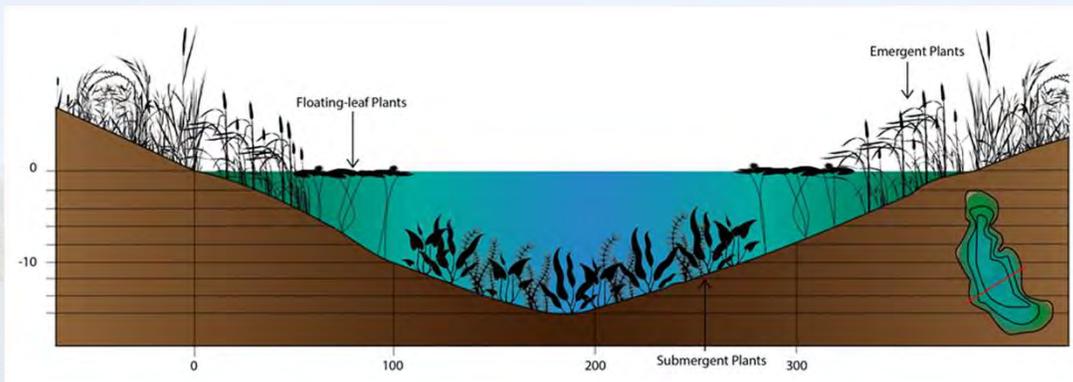
Strategy for Restoring Shallow Eutrophic Lakes



- Driver detection and removal
- External and internal nutrient control
- Biomanipulation
- Plant establishment
- Stabilizing and managing restored system

Aquatic Vegetation Management – Gardening Your Lake

Como Lake Example



Diverse, native, moderately abundant plant community

Native, monotypic SAV community

Monotypic SAV Dominated by Invasive species

No Vegetation

Como Lake Aquatic Vegetation Management Plan (CRWD 2020)



Adaptive Management in Aquatic Plant Management

- Aquatic vegetation management is challenging
 - Shallow depth increases challenge
 - Species specific response to management actions
 - Manage multiple goals (habitat, sediment stabilization, biodiversity)
- Management Objectives
 - Immediate: Harvesting, herbicide, physical controls
 - Long term: community structure, sediment, hydrology

e s s y

**Adaptive
Management**



Kohlman Lake Aquatic Plant Management

Red Rock Lake Aquatic Plant Management

Riley Purgatory Bluff Creek Watershed District and City of Eden Prairie Partnership



Challenges of Managing Aquatic Vegetation for Recreation

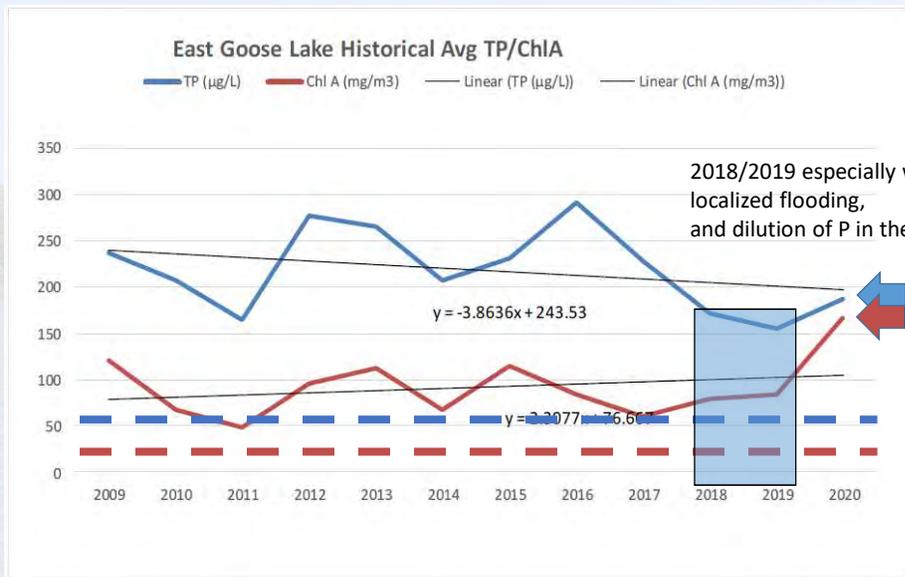
- A harvesting program will require an adaptive management approach
 - Need to determine effective area and time
 - Might take some trial and error to get system down
- Requires annual activity and maintenance
 - Frequency depends upon size and condition of desired recreation area
 - Harvester requires upkeep and maintenance
- Harvesting only cuts 2-3 feet in depth
 - May not reach shallower areas
- Poor weather can minimize harvesting time
- Need to identify disposal site for harvested plants
- **However, these programs are very feasible and effective in many other lakes**

East Vadnais, June 8, 2021

Aquatic Vegetation Management – Heavy Lift



East Goose Lake: Improvement vs. natural fluctuation (Dawn)



2018/2019 especially wet years, localized flooding, and dilution of P in the lake

Climbing back up
 Very high = persistent algae blooms

Since monitoring began on East Goose Lake

Why anomalous early years?

- No regular, standardized monitoring program
- Done by consultant and sometimes only represented by a single data point

Past 10 years+

- Standardized monitoring program
- Follows MPCA protocol
- Sampling done May-Sept, every 2 weeks
- Reported to MPCA
- Mean of full season reported here

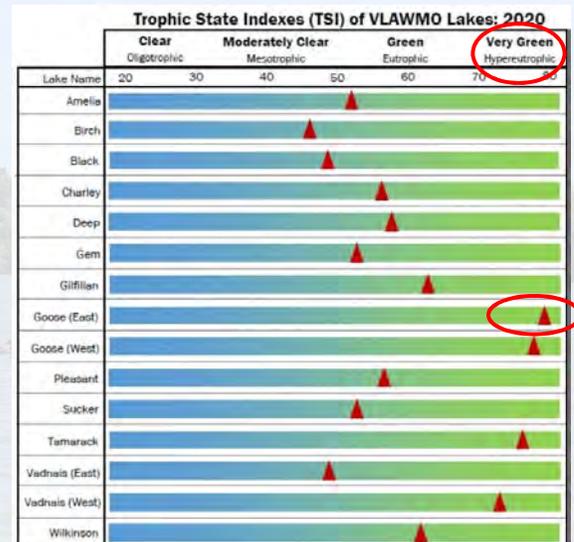
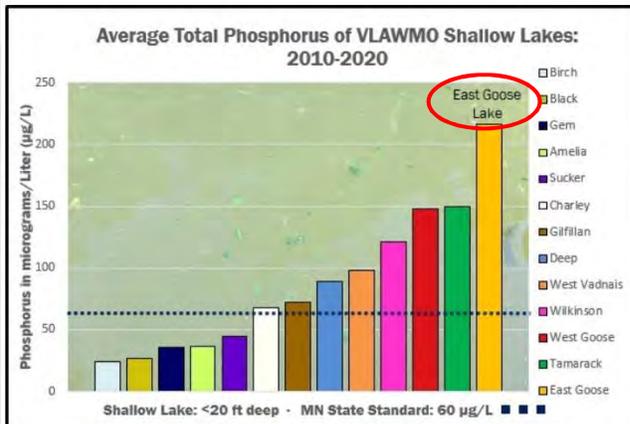
187 µg/L = 3+ times the State standard

Goose Lake

East Goose Lake Historical Avg TP/Chl A/SDT

Year	TP (µg/L)	Chl A (mg/m ³)	Secchi (m)
1997	21	134	0.4
1998	17	93	0.2
1999	475	56	0.3
2000	49	154	0.3
2001	603	28	0.3
2002	613	170	0.2
2003	342	66	0.3
2004	526	0	0
2005	407	38	0
2006	392	81	0
2007	260	97	0
2008	218	86	0.3
2009	237	121	0.3
2010	207	67	0.3
2011	164	48	0.3
2012	277	96	0.2
2013	265	112	0.5
2014	207	67	0.4
2015	231	115	0.6
2016	291	84	0.5
2017	228	60	0.7
2018	172	79	0.4
2019	155	84	0.4
2020	187	167	0.3

East Goose Lake compared to others in the watershed



Fish Management on East Goose Lake

- Bullhead population is very high
 - Fish survey done in 2019
 - Predator fish will not survive without habitat (i.e., plants)
 - MN DNR stocked 575,000 walleye fry in spring 2021
 - These fish will eat bullhead and likely reduce numbers to support preparation for an alum treatment
 - Fish survey planned for fall 2021 to assess results
-
- These fish likely will not survive the winter
 - Continued stocking not worthwhile without habitat



East Goose Lake community-engagement process (Phil)

Lakeshore owner engagement

- Neighborhood conversation with lakeshore owners
- Hard-copy response form mailed to lakeshore owners

Community engagement

- Community-engagement survey online via Survey Monkey
- August 3 community input meeting

East Goose Lake community-engagement process

Lakeshore owner engagement

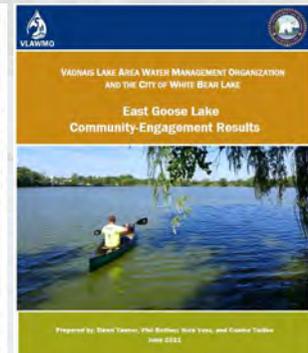
- Lakeshore owner neighborhood conversation (December 1, 2020)
- Lakeshore owner hard-copy survey (December-January 2021)
- Lakeshore owner multiple hard-copy mailings
- First notice on Community-engagement survey and East Goose Lake Web Hub: <https://www.vlawmo.org/eastgoosealm>



Lakeshore owner neighborhood conversation (p. 1)

Page numbers reference the East Goose Lake Community-Engagement Results

- Held December 1, 2020, 6:30 pm
- Lakeshore owners notified in advance through postcard invitation and reminder
- Registration accepted in advance, immediately prior to, and during meeting
- The Mayor, Councilmembers, City of White Bear Lake staff, VLAWMO staff, White Bear Press, and 5 lakeshore owner households attended



Lakeshore owner neighborhood conversation

Themes in 5 categories (p. 2)

1. Fish and lake improvement
2. Internal loading and alum treatment
3. Subwatershed efforts and projects
4. Values and relationships
5. Questions and clarification



Lakeshore owner hard-copy survey (p. 3) – Key Points

- Sent following December 1 meeting
- Mailed to 30 lakeshore owners (Ramsey County Property map to ID)
- If no response after 2 weeks, contacted by phone or email
- Survey consisted of 3 questions, Question #2 had 4 parts (A-D)
- 16 survey responses were received by VLAWMO
- All comments included in results
- Participants not identified
 - A participant's number is consistent throughout the survey
 - A single participant's responses can be viewed among questions without revealing identity

Lakeshore owner hard-copy survey - Methods

- Responses were written in (open ended) by lakeshore owners
- Open-ended responses were coded (organized into categories) to allow graphic representation and rapid understanding of where people stand on each question
- Codes used:
 - 1) Support
 - 2) Opposition
 - 3) Mixed
 - 4) Concerns
 - 5) Other comments
 - 6) Blank
- 3 coders from VLAWMO staff reviewed and assigned codes independently
 - Coders met to decide on overall code assignments
 - When not in agreement, consensus was reached through discussion
- Full responses, considered codes, each coder's overall code, and a final assigned code are included for transparency

Lakeshore owner hard-copy survey- P. 4

Question 1: Do you have comments of support or reservations about the proposed 2021 Adaptive Lake Management projects? Refer to slide 11 in attached printout.

Slide 11/25 slides included in attached printout:

Proposed 2021 Projects

- Fish removal/demonstration
In partnership with the DNR
- Fish stocking demonstration /research
As recommended by DNR /VLAWMO purchased
- ALM development and stakeholder engagement
Media use/COVID adapted



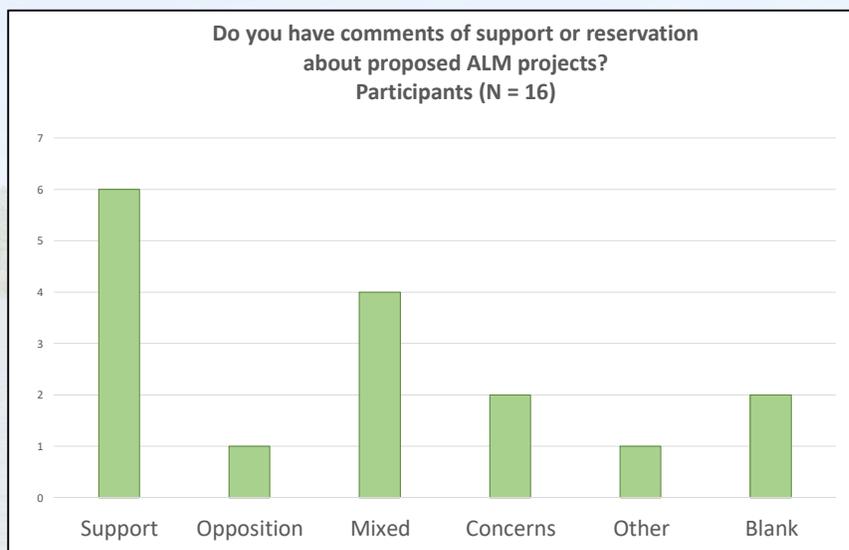
Lakeshore owner hard-copy survey (Raw data for Q1 starts on p. 5)

- Codes**
- 1) Support
 - 2) Opposition
 - 3) Mixed
 - 4) Concerns
 - 5) Other comments
 - 6) Blank

Full Suite of Responses Received to Q1 and Coding Assignments by VLAWMO Staff:

P	OC	Phil	P-CC	Dawn	D-CC	Nick	N-CC	Response
1	1	1	5	1	5	1	5	I have read you're form and plan to clean up East Goose Lake - I have about 800' of shoreline on south East corner of East Goose Lake. I have wood ducks - mallards - cranes - mink - fox and raccoons. I put out a 32' dock abut have not noticed any usual lake aquatic weeds like lily pads, bull rushes, cattails, or cabbage weeds. I see snapping turtles but rarely a painted turtle.
			1		1		1	Yes I am heavily in favor of cleaning up lake and making it a class "A" body of water. Please clean this lake up! The water ski people already have West Goose for their skiing, us other shoreline owners deserve a nice clean lake to enjoy.
							5	
2	4	4	4	4	5	5	5	I think that first correction should be lake levels. Stop adding warm water to East Goose Lake. Lake levels have to be higher in East Goose Lake first before anything else. Until that is done other steps will not be effective.
			4		4		4	Is the lake deep enough for game fish? If we have heavy snow wouldn't we have winter kill?
3	2	2	2	2	2	3	3	In general, we are in favor of all steps proposed with the exception of the alum treatment that seems to create huge weed problems, etc.
			5		5		5	I would encourage you to provide more info and alternatives before moving forward on that step. You could mail the info + host more zoom meetings to educate us further.

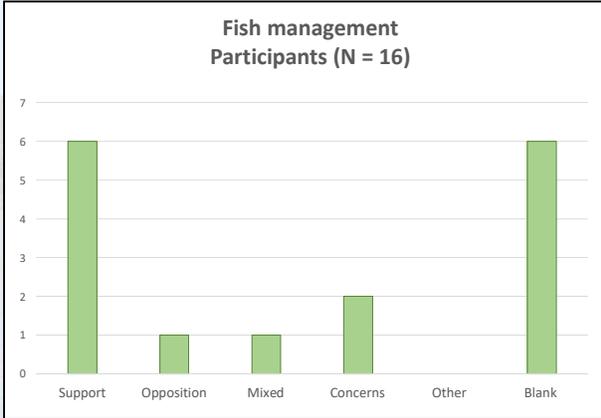
Lakeshore owner hard-copy survey Q1, (p. 5)



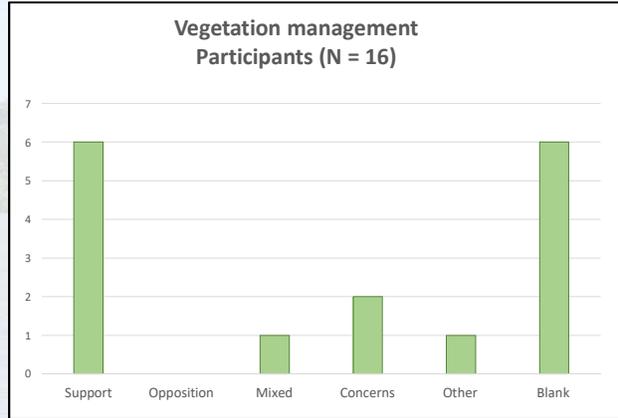
Graphs were developed as a result of coding done by VLAWMO staff

Lakeshore owner hard-copy survey

Question 2A-D asked if participants had comments of support or reservation for possible management actions



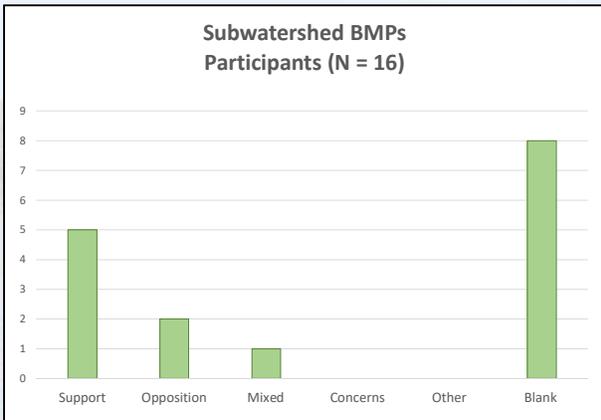
Q2A: p. 9



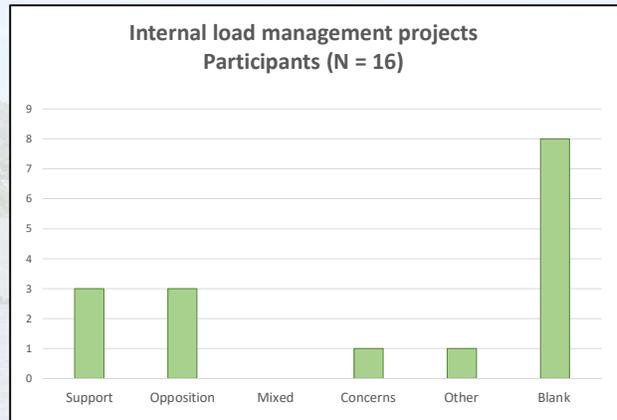
Q2B: p. 12

Lakeshore owner hard-copy survey

Question 2A-D asked if participants had comments of support or reservation for possible management actions



Q2C: p. 15



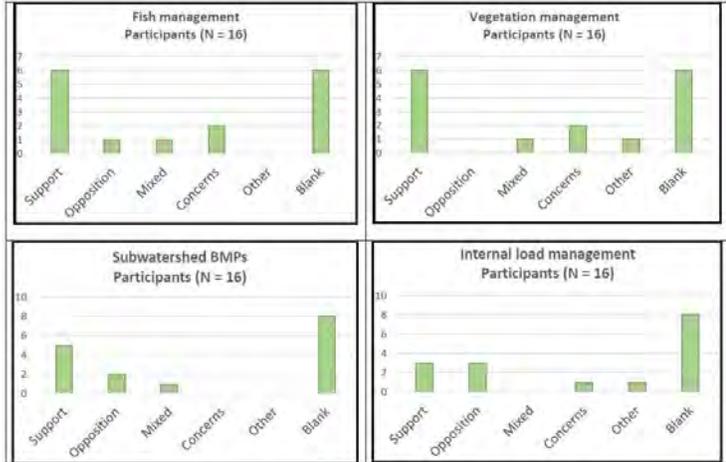
2D: p. 18

Lakeshore owner hard-copy survey

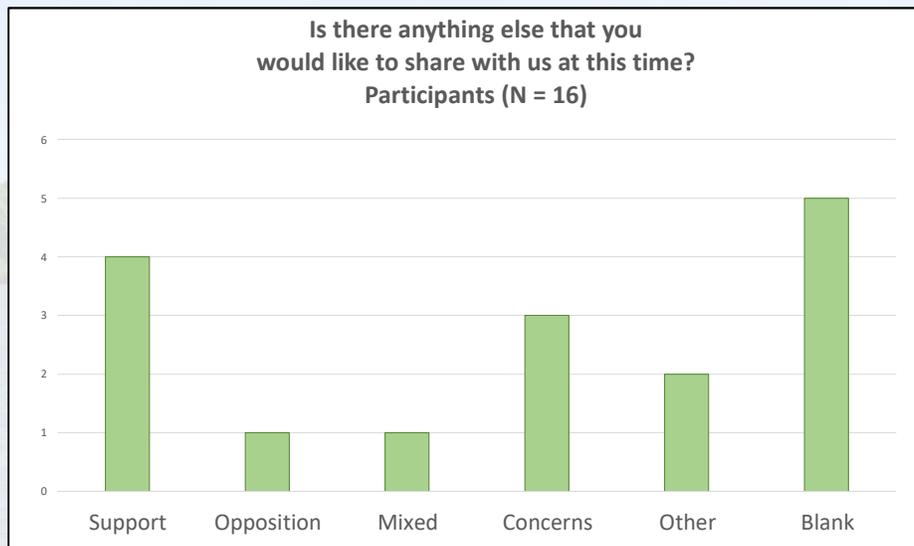
- Summary graphs for possible management actions shown side-by-side (p. 8)

- Strongest support for fish and veg management
- More even and low (3:3) for internal load
- Many respondents left Q2 and Q3 blank after leaving longer comments in Q1 (fully represented in document)

Question 2A-D: This multi-part question asked about each of 4 possible management categories: fish management, vegetation management, subwatershed BMPs, and internal load management. Each question and detailed responses follow next in this document. On this page, summary graphs for the 4 categories are provided for easy comparison. The graphs are shown again with each subquestion.



Lakeshore owner hard-copy survey Q3, (p. 21)



East Goose Lake community-engagement process

Community engagement

- Community-engagement survey (January-March 2021)
- East Goose Lake Web Hub: <https://www.vlawmo.org/eastgoosealm>

Why did we go community wide with the survey?

- Public waterbody and community resource
- Gateway to WBL from Hwy 61
- Mandate to City through MS4



EAST GOOSE ADAPTIVE LAKE MANAGEMENT

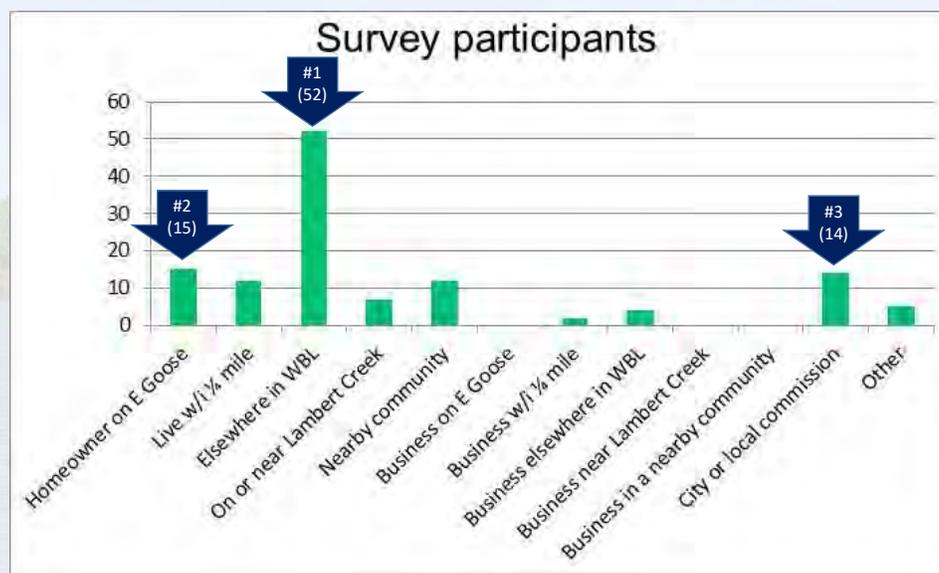
Community-engagement survey (p. 23) – Key points

- Developed by VLAWMO, City of WBL staff, with input from the City of WBL Environmental Advisory Commission
- Administered through SurveyMonkey
- Available/open January 26-March 31, 2021
- Promoted through:
 - VLAWMO and City social media platforms
 - Published multiple times including a final reminder notice in the White Bear Press
 - Direct postcard mailings to East Goose lakeshore owners

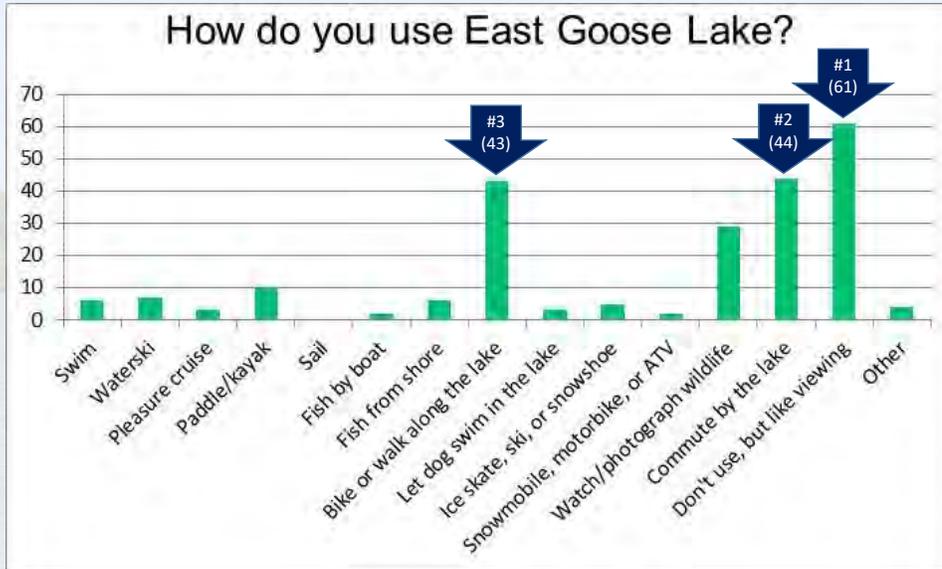
Community-engagement survey – methods (January 26-March 31, 2021)

- 9 questions
- Focused on basic demographics, use, concerns, and hopes for future condition of East Goose Lake
- Completed by 101 participants
 - Including East Goose Lake homeowners, people living in WBL and surrounding areas, business owner/representatives, and others
- Output for all 9 questions is available on the E Goose ALM Web Hub, by request as hard copy and as a handout for tonight's work session

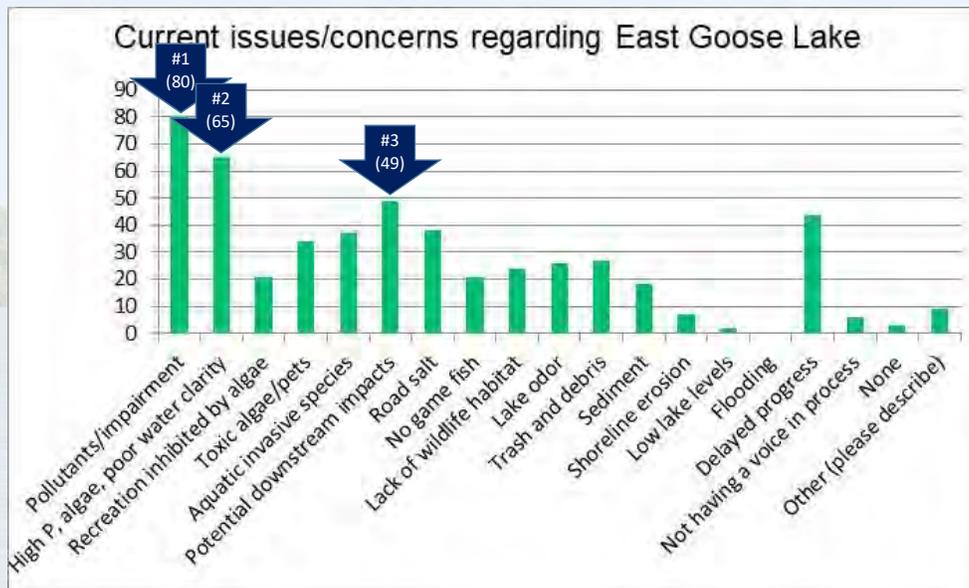
Community-engagement survey Q1: Who filled out the survey? (p. 24, select all that apply)



Community-engagement survey
Q2: Current uses for East Goose Lake (p. 26, select all)

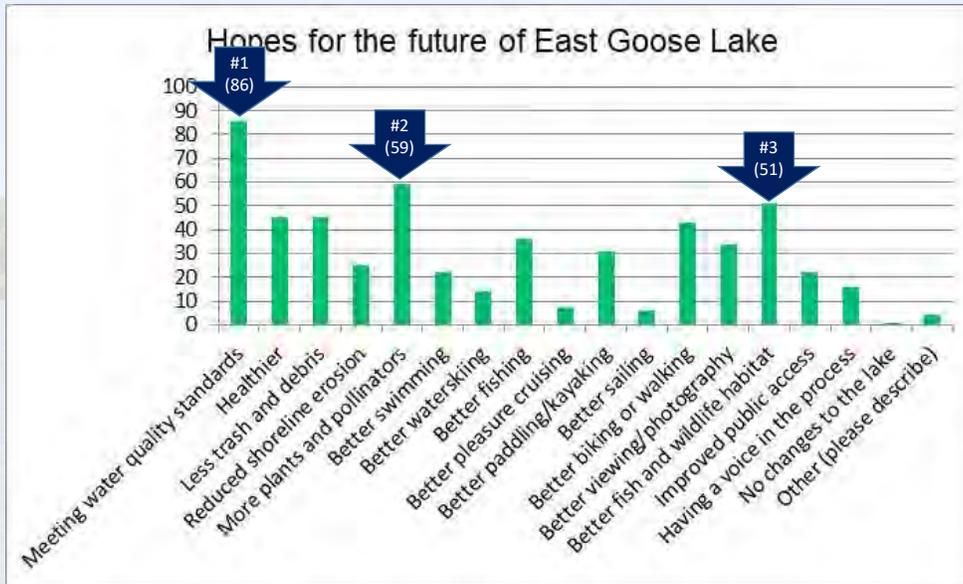


Community-engagement survey
Q3: Concerns regarding East Goose Lake (p. 28, select top 6)



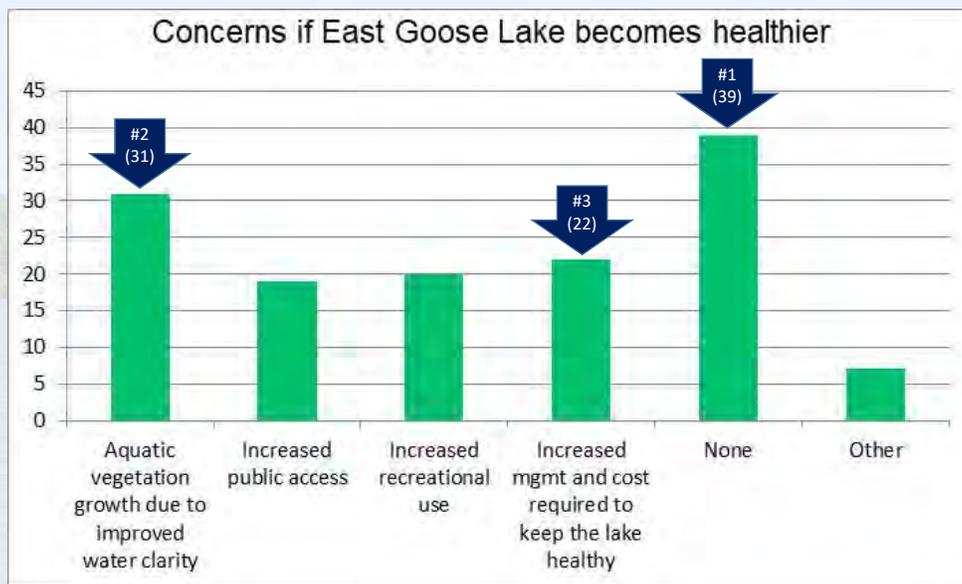
Community-engagement survey

Q4: Hopes for the future of East Goose Lake (p. 30, select all)



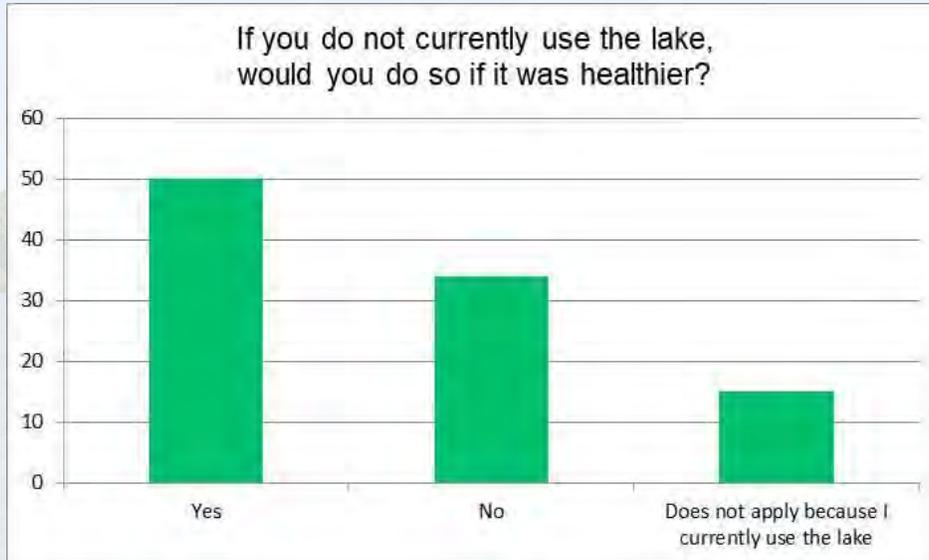
Community-engagement survey

Q5: Concerns if East Goose Lake becomes healthier (p. 32, select all)



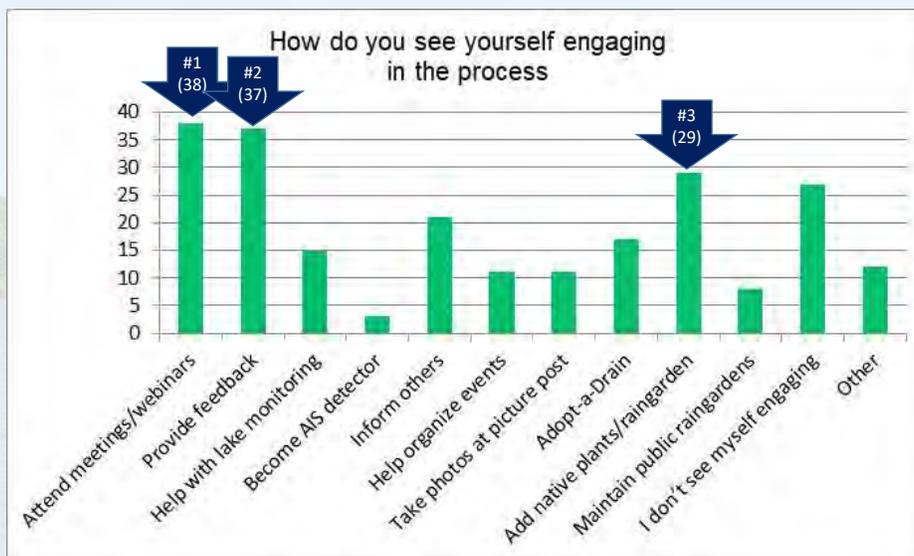
Community-engagement survey

Q6: Would you use the lake if it was healthier? (p. 34)



Community-engagement survey

Q7: Engaging in the process (p. 35, select all)



Community-engagement survey

Q8: Best ways to provide information (p. 37, select all)



Community-engagement survey

Q9: (p. 38)

- Review in provided document

Estimated costs related to an Alum treatment program

- Alum-treatment program
- Aquatic vegetation removal options/considerations
- Implementation Plan

Estimated alum costs (Joe)

Alum-treatment program: What is your level of interest in moving forward with an alum-treatment program with a possible 50/50 cost share with the City of White Bear Lake?

- Year 1. Initial application \$100,000 + \$5,000 to \$10,000 for bid specs
- Year 3. Second application \$100,000
- Year 5. Sediment monitoring \$25,000

Years 1-5 Total Cost = \$235,000

Everything after year 5 is dependent on monitoring/results and provided only as a best guess here

- Year 7. Maintenance dose \$60,000
- Year 9. monitoring \$25,000
- Year 12. Maintenance dose \$60,000
- Year 15. monitoring \$25,000
- Year 20. Maintenance dose \$60,000

Estimated vegetation harvest costs

Aquatic-vegetation removal: What is your level of interest in sharing in the costs of aquatic vegetation removal for recreation?

- ~\$500/acre for both mechanical harvesting and herbicide treatment
- Hiring harvest (50% of East Goose Lake at \$500 an acre (lake is 120 acres))
 - \$30,000 per harvest (assumption: Harvesting full 50%; harvested area may be less depending upon need)
 - **If 3-4 harvests per year, \$90,000 to \$120,000 annually**
- Purchase harvester (\$100K to \$150K to buy harvester, conveyor, and tools)
 - Staff time: May take ~145 hours to harvest 60 acres (2-3 weeks)
 - Equipment maintenance would be needed
 - 17 weeks in a summer growing season, so 4 events is almost constant harvesting, allowing for poor weather and mechanical issues
 - Option to share with other communities if desired

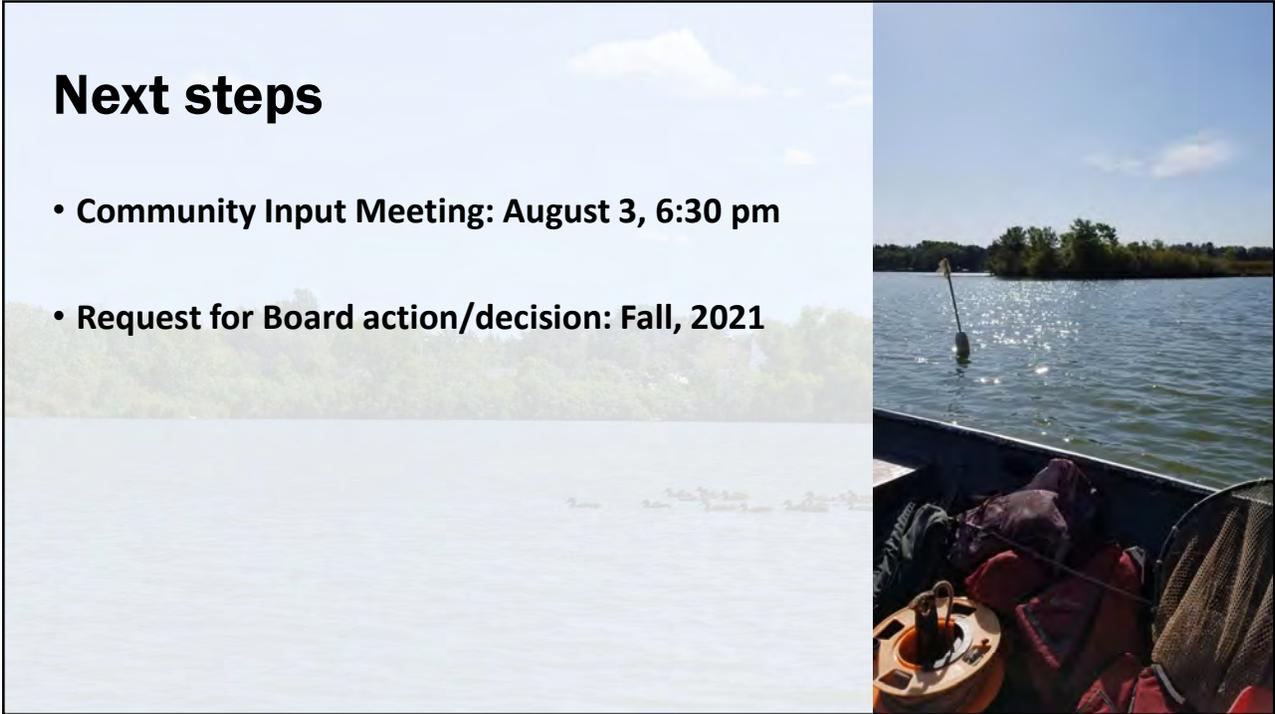
Implementation plan costs

Implementation plan: If decision is made to move forward with next steps of ALM, implementation plan will be needed

- \$35,000-\$40,000, higher costs than earlier estimates because more meetings expected due to balance needed for clearwater state and recreation goals
- Implementation plan would follow Capitol Regional Watershed District's Como Lake Management Plan and describe plans for all 4 legs of the stool:
 - Alum treatment
 - Subwatershed BMPs
 - Fish management
 - Vegetation management

Next steps

- **Community Input Meeting: August 3, 6:30 pm**
- **Request for Board action/decision: Fall, 2021**



To: VLAWMO Board of Directors
From: Dawn Tanner and Phil Belfiori
Date: June 16, 2021

Re: VII. Projects B. Consider Motion on 319 Project for Wilkinson Lake

*Important update since April Board meeting: MPCA will not be issuing a Request for Proposals (RFP) for the 2021 round of small priority watershed funding. VLAWMO staff will be working directly with MPCA to prepare the grant workplan and contract, with a target to authorize by the VLAWMO Board during the August Board meeting and submit to MPCA/EPA for approval during late summer/fall 2021.

Work has continued between VLAWMO staff, North Oaks Company (NOC), and the City on the Memorandum of Understanding (MOU) and maintenance agreement. The documents have not been finalized; however, because some points are still being sorted out between parties. Discussions are ongoing.

SPRWS worked with VLAWMO staff to submit a proposal focused on drinking water/source protection to the Minnesota Department of Health (MDH), as covered in the April Board memo. SPRWS and VLAWMO received news that the proposal has received sufficient points to qualify for funding on June 8, 2021. The legislature does not have an approved budget at the time of packet preparation, which means that MDH does not have an approved budget and cannot award grant funds until a budget is approved. Once the State budget is approved, VLAWMO and SPRWS expect to receive documents to formally accept a matching grant up to \$10,000 to continue survey, geotechnical analysis, and preliminary project development with NOC and Barr Engineering. The grant will be used to match funds in the VLAWMO/Wilkinson subshed budget, possibly with additional support from NOC to allow full use of grant funds available. VLAWMO appreciates partnership and leadership from SPRWS on this important grant to continue advancing the Wilkinson Lake project.

Summer work by VLAWMO staff will be important to be ready with the grant workplan and contract with the MPCA and to utilize grant funding from MDH to continue advancing project design.

VLAWMO staff seek Board approval at this time in the form of a motion to:

- Continue working closely with MPCA to develop the workplan and grant contract according to MPCA's target timeline,
- Continue working with North Oaks Company and the City of North Oaks to complete the MOU and maintenance agreement with NOC/NOF,
- Authorize acceptance of the MDH grant submitted by SPRWS on behalf of VLAWMO (up to \$10,000 in matching funds) when the legislature votes to approve the budget and the grant is formally made available to VLAWMO,
- Authorize continued project investigation and development in partnership with North Oaks Company and Barr Engineering to conduct survey, soil sampling/geotechnical investigation, and preliminary design using MDH grant funds and VLAWMO 2021 Wilkinson subshed budget allocation.



To: VLAWMO Board of Directors
From: Dawn Tanner
Date: June 23, 2021

Re: VII. Projects C. Lambert Lake Project AFP:

Consideration of Pay Request:

A pay request was submitted by Sunram Construction, Inc. on June 14, 2021, and the Application for Payment (AFP) #3 was submitted to VLAWMO on June 16, 2021. SEH recommends approval for payment to Sunram Construction, Inc. in the amount of \$33,622.45. A retainage amount of \$1,769.60 is designated as describe in the AFP. The breakdown of payment for AFP #3 is \$33,384.96 for the meander and \$237.50 for sheetpile.

Per the recommendation of the project engineer, Staff request authorization from the Board to pay the current pay request for \$33,622.45. Staff also request that the Board authorize the TEC to approve a final AFP, if received prior to the August 25 regular Board meeting, with final review and signature by the Board Chair.

June 16, 2021

RE: Vadnais Lake Area Water Management
Organization (VLAWMO)
Lambert Lake Improvements
SEH No. VADLA 158086

Phil Belfiori, Administrator
VLAWMO
800 E County Rd E
Vadnais Heights, MN 55127

Dear Phil:

Background

Application for Payment No. 1 included 32% of work completed for a total of \$166,203.33 (\$57,384.80 meander and \$108,818.53 sheet pile) with 5% held for retainage (\$8,747.54). Application for Payment No. 2 included 59% of work completed for a total of \$358,881.37 (\$106,876.14 meander and \$270,893.72 sheet pile) with 5% held for retainage (\$18,888.50). A total of \$525,084.70 has been paid to date with a total of \$27,636.04 held for retainage.

Application for Payment #3

Enclosed is Application for Payment No. 3 for the referenced project. SEH received a request for payment on June 14th, 2021 from Sunram Construction, Inc. The quantities completed to date have been reviewed and we hereby recommend approval for payment to Sunram Construction, Inc. in the amount of \$33,622.45 (\$33,384.95 meander and \$237.50 sheet pile). This amount represents 7% of the work completed with 5% held for retainage (\$1,769.60).

Table 1: Summary of AFP #3

Application	Total	Retainage @ 5% (AFP #3 only)	Total Less Retainage
3A (meander)	\$35,142.05	\$1,757.10	\$33,384.95
3B (sheet pile)	\$250.00	\$12.50	\$237.50
Total	\$35,392.05	\$1,769.60	\$33,622.45

The total amount less retainage should be used for funding allocations for payment of this AFP. If approved, please sign and forward payment, along with a copy of the signed pay application to Sunram Construction, Inc., retaining the original for VLAWMO records. Please don't hesitate to contact me with any questions or comments. Thank you.

Sincerely,



Emily Jennings, PE
Project Manager
(Lic. MN)

S:\UZ\WVADLA\153931\5-final-dsgn\50-final-dsgn\50-Hydro\022421 Board Meeting Info\AFP #1



Application for Payment
(Unit Price Contract)
No. 3A (Meander)

Eng. Project No.: VADLA 153931 Location: Vadnais Lake Area Water Management
Organization (VLAWMO)

Contractor Sunram Construction, Inc. Contract Date October 28, 2020
20010 75th Avenue North
Corcoran, MN 55340 Contract Amount \$ 539,824.00

Contract for Lambert Lake Improvements

Application Date 6/14/21 For Period Ending 6/14/21

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
0154.1	COMMON LABORERS	HOUR	10		\$75.00	
0154.2	CRAWLER MOUNTED BACKHOE	HOUR	5		135.00	
0154.3	SKID LOADER	HOUR	5		135.00	
0155.1	ACCESS AND STAGING	LS	1	1	12,000.00	\$12,000.00
0171.1	MOBILIZATION	LS	1	1	9,500.50	\$9,500.50
0171.1	CONSTRUCTION SURVEYING	LS	1	1	17,500.00	\$17,500.00
3123.1	MUCK EXCAVATION (P)	CY	1645	1645	16.50	\$27,142.50
3123.2	SALVAGE MATERIAL (P)	CY	1235	1235	11.50	\$14,202.50
3125.2	STABILIZED CONSTRUCTION EXIT	LS	1	1	800.00	\$800.00
3125.3	SILT FENCE, TYPE MS	LF	7500	6062	2.30	\$13,942.60
3125.4	SEDIMENT CONTROL LOG TYPE EROSION CONTROL BLANKET	LF	880	860	3.25	\$2,795.00
3125.5	CATEGORY 3N	SQ YD	12826	10650	1.50	\$15,975.00
3125.6	MULCH MATERIAL TYPE 3	TON	5	4.2	525.00	\$2,205.00
3292.1	SEEDING MIXTURE 32-241	LB	101	5	8.50	\$42.50
3292.2	SEEDING MIXTURE 34-171	LB	14	11.85	115.00	\$1,362.75
3292.3	SEEDING MIXTURE 34-181	LB	5	6.81	290.00	\$1,974.90
3292.4	SEEDING MIXTURE 34-261	LB	23	19.53	33.00	\$644.49
3293.1	DECIDUOUS SHRUB NO 2 CONT	SHRB	165	165	69.00	\$11,385.00
3293.2	DECIDUOUS SHRUB NO 2 CONT	SHRB	110	110	69.00	\$7,590.00
3293.3	DECIDUOUS SHRUB NO 2 CONT	SHRB	55	55	75.00	\$4,125.00

Total Cumulative Meander Amount	\$143,187.74
Total Meander Amount from Application 1A	\$60,405.05
Retainage from Meander AFP #1 @ 5%	\$3,020.25
Total Meander Amount from Application 1A Less Retainage	\$57,384.80
Total Meander Amount for Application 2A	\$47,640.64
Change Order No. 1	\$18,880.00
Change Order No. 2	\$40,355.50
Retainage from Meander AFP #2 @ 5%	\$5,343.81
Total Meander Amount from Application 2A Less Retainage	\$101,532.33
Total Meander Amount from Application 3A	\$35,142.05
Retainage from Meander AFP #3 @ 5%	\$1,757.10
Total Meander Amount from Application 3A Less Retainage	\$33,384.95

Total Sheet Pile Amount (separate tab) **\$385,689.55**
Total Cumulative Amount **\$528,877.29**



Application for Payment
(Unit Price Contract)
No. 3B (Sheet Pile)

Eng. Project No.: VADLA 153931

Location: Vadnais Lake Area Water Management
Organization (VLAWMO)

Contractor Sunram Construction, Inc.

Contract Date October 28, 2020

20010 75th Avenue North

Corcoran, MN 55340

Contract Amount \$ 539,824.00

Contract for Lambert Lake Improvements

Application Date 6/14/21

For Period Ending 6/14/21

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
Sheetpile						
0155.1	ACCESS AND STAGING	LS	1	1	4,500.00	\$4,500.00
0171.1	MOBILIZATION	LS	1	1	18,500.05	\$18,500.05
0171.1	CONSTRUCTION SURVEYING	LS	1	1	500.00	\$500.00
0241.1	REMOVE SHEET PILING	LS	1	1	69,300.00	\$69,300.00
	EROSION CONTROL BLANKET					
3125.5	CATEGORY 3N	SQ YD	726		1.50	
3125.6	MULCH MATERIAL TYPE 3	TON	0.3	0.3	525.00	\$157.50
3292.1	SEEDING MIXTURE 32-241	LB	5.7		8.50	
3292.2	SEEDING MIXTURE 34-171	LB	0.8	0.8	115.00	\$92.00
3549.1	STEEL SHEET PILING	SF	12400	12400	23.60	\$292,640.00
Alternate						
3549.1 Alt 1	USED STEEL SHEET PILING	SF	12400		23.60	

Total Cumulative Sheet Pile Amount	\$385,689.55
Total Sheet Pile Amount from Application 1B	\$114,545.83
Retainage from Sheet Pile AFP #1 @ 5%	\$5,727.29
Total Meander Amount from Application 2A Less Retainage	\$108,818.54
Total Sheet Pile Amount for Application 2B	\$270,893.72
Retainage from Sheet Pile AFP #2 @ 5%	\$13,544.69
Total Meander Amount from Application 2B Less Retainage	\$257,349.03
Total Sheet Pile Amount for Application 3B	\$250.00
Retainage from Sheet Pile AFP #3 @ 5%	\$12.50
Total Meander Amount from Application 3B Less Retainage	\$237.50

Total Meander Amount (separate tab)	\$143,187.74
Total Cumulative Amount	\$528,877.29

Application for Payment (continued)

Total Contract Amount	\$ <u>539,824.00</u>	Total Amount Earned	\$ <u>528,877.29</u>
		Material Suitably Stored on Site, Not Incorporated into Work	
Contract Change Order No. 1	\$ <u>18,880.00</u>	Percent Complete <u>100%</u>	\$ <u>18,880.00</u>
Contract Change Order No. 2	\$ <u>40,355.50</u>	Percent Complete <u>100%</u>	\$ <u>40,355.50</u>
Contract Change Order No.	<u> </u>	Percent Complete <u> </u>	<u> </u>
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>588,112.79</u>
AFP No. 1(A+B): <u>166,203.33</u>	AFP No. 5(A+B): <u> </u>	LESS <u>5</u> % RETAINAGE	\$ <u>29,405.64</u>
AFP No. 2(A+B): <u>358,881.37</u>	AFP No. 6(A+B): <u> </u>	AMOUNT DUE TO DATE	\$ <u>558,707.15</u>
AFP No. 3(A+B): <u> </u>	AFP No. 7(A+B): <u> </u>	LESS PREVIOUS APPLICATIONS	\$ <u>525,084.70</u>
AFP No. 4(A+B): <u> </u>	AFP No. 8(A+B): <u> </u>	AMOUNT DUE THIS APPLICATION	\$ <u>33,622.45</u>

CONTRACTOR'S AFFIDAVIT

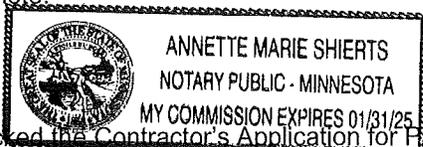
The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, Lambert Lake Improvements, Vadnais Lake Area Water Management Organization, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date JUNE 16, 20 21 Sunram Construction, Inc.
(Contractor)

COUNTY OF HENNEPIN)
STATE OF MINNESOTA) SS By Ryan M. Sunram President
(Name and Title)

Before me on this 16 day of JUNE, 20 21, personally appeared
RYAN SUNRAM known to be, who being duly sworn did depose and say that he is the PRESIDENT (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires
01-31-25



Annette Shierts
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

Short Elliott Hendrickson Inc.

Emily Jennings

By Emily Jennings

Date 06-16-2021

Vadnais Lake Area Water Management Organization

By _____

Date _____



To: VLAWMO Board of Directors

From: Tyler Thompson, GIS Watershed Technician

Date: June 16, 2021

Re: VII. D. Cost Share Program – Landscape Level 1 Grant LL1 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 storm sewer. 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 and the TEC have reviewed the application and are recommending approval and funding of the grant to the Board for approval at their June 23rd meeting, as the grant total is over the \$5,000 threshold.

Staff Recommendation

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

Proposed Motion

_____ moves to approve Landscape Level 1 application *LL1 2021-02* and fund the grant in the amount of \$7,500. Seconded by _____.

Attached:

- ATT 1: LL1 2021-02 App Binder

OVER →



RE: LL2 Updates

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.

**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~~ **14,726** 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:

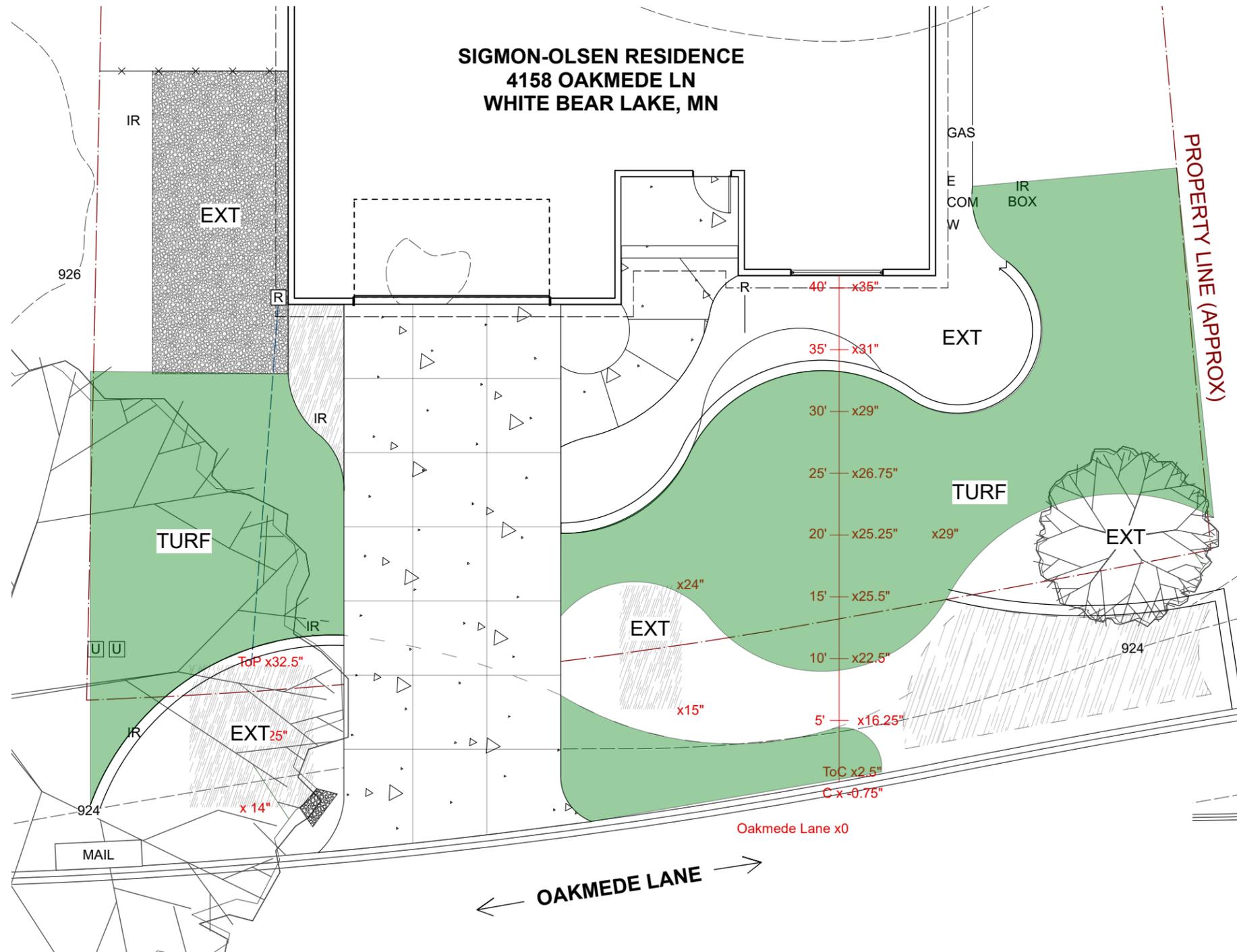
Curbcut Raingarden and Native Planting

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~~ **Rice** 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"

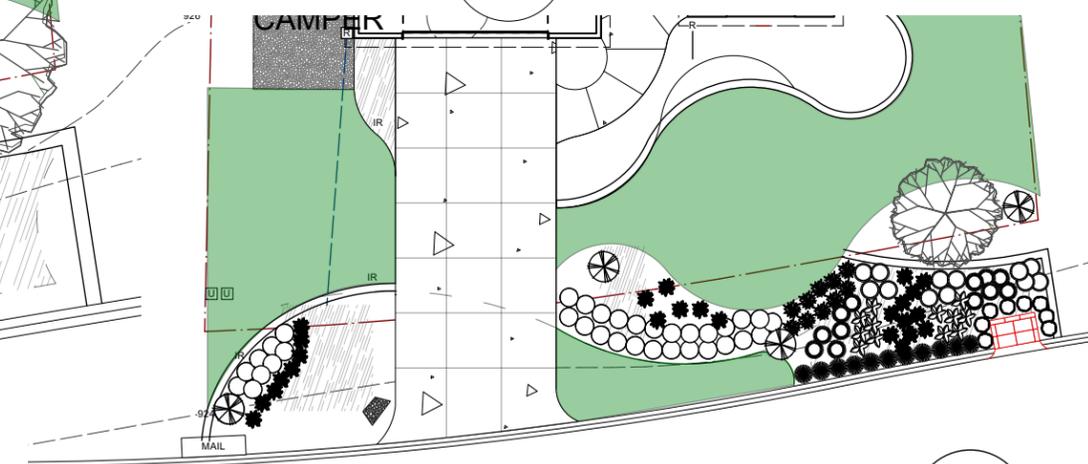


LEGEND

- 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



Project Manager: Chuck Hanna
 Job Name: Sigmon-Olsen
 Street Address: 4158 Oakmede Lane
 City, State, Zip: White Bear Lake, MN 55110
 Telephone (main): _____
 Telephone (cell): _____
 Job Description: Raingarden Native Planting

Proposal Date: May 19, 2021
 Revised Date: _____
 Bill To: Same
 Street Address: _____
 City, State, Zip: _____
 Email Address: _____

Item	Description	Unit	Qty	Cost	Total
Raingarden Phase					
Labor	Sod Removal	SQY	54	\$9.00	\$ 486.00
Labor	Excavation	CY	19	\$100.00	\$ 1,900.00
Trucking	Trucking and Disposal of material off site	Load	2	\$250.00	\$ 500.00
Install	Amended Soils 75:25 Sand:Compost	CY	12.5	\$60.00	\$ 750.00
Install	Regrading	Hourly	2	\$75.00	\$ 150.00
Install	Chilton Stone Wall	SQF	48	\$80.00	\$ 3,840.00
Install	Chilton Stone Edging	LF	44	\$19.00	\$ 836.00
Install	Jute Blanket in Basin of Raingarden	LS	1	\$280.00	\$ 280.00
Install	Planting as per plan. 72 3" Pots	Each	72	\$9.50	\$ 684.00
Install	Install 3" Double Shredded Hardwood Mulch	CY	6	\$75.00	\$ 450.00
Install	Rock Overflow Form Existing Raingarden	LS	1	\$500.00	\$ 500.00
Demo	Remove 10' Concrete Curb	LF	10	\$55.00	\$ 550.00
Install	Install Anchor Block Inlet	LS	1	\$800.00	\$ 800.00
Install	10' of Surmountable Curb Inlet	LS	1	\$2,500.00	\$ 2,500.00
Mobilization	Permits, Deliveries, mobilization of equipment	LS	1	\$500.00	\$ 500.00
					\$ 14,726.00
Planting Phase					
Demo	Sod Removal	SQY	24	\$9.00	\$ 216.00
Install	Chilton Stone Edging	LF	28	\$19.00	\$ 532.00
Install	Double Shredded Hardwood Mulch	CY	3	\$85.00	\$ 255.00
Install	Planting as per plan. 48 3" Pots	Each	48	\$9.50	\$ 456.00
					\$ 1,459.00

Total

 Davey Resource Group, Project Manager Date

 Client's Signature Date

The undersigned agrees to the scope of work, price, and payment terms described above.
 Payment Terms: Net 30 Days

Plant materials are subject to availability and substitutions may be made as necessary. All trees and woody plant materials are warranted for 90 Days from the date of the projects completion. Warranty does not cover lack of proper care, animal, vehicle, storm, drought, vandalism or human caused damage. Davey Resource Group Inc proposes to furnish material and labor complete in accordance with the above description of work to be completed and cost estimate. All work is to be completed in a workman like manner according to standard practices. Any alteration or deviation from the above description of work to be completed involving additional cost will be executed only upon written order and will be charged over and above this estimate. All labor and material is conclusively accepted as satisfactory unless expressed in writing within 60 days of performance. All agreements are contingent upon strikes, accident or delays beyond our control. Damage to driveways, underground structures (wires, cables, irrigation) is the responsibility of the party accepting this agreement. Measures shall be taken on the part of Davey resource Group Inc to ensure the site is prepared to prevent foreseeable damage due to weather during the installation period. Any delays or damage to landscaped area due to weather may be charged over and above estimate. This agreement gives consent to Davey Resource Group the use of photograph of work completed by Davey Resource Group for training, literature and marketing of Davey resource Group

PLEASE TAKE NOTICE: ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS. UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR, EQUIPMENT, OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS FROM OUR CONTRACTORS PRICE, OR WITHOUT THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER THE COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

Project Information

Calculator Version: Version 3: January 2017
 Project Name: LL1 2021-02 Sigmon-Olsen CC Rain Garden
 User Name / Company Name: VLAWMO
 Date: 6/9/21
 Project Description: A proposed curb cut rain garden in White Bear Township, the project would treat and remove stormwater volume from the storm sewer that outlets directly to Lambert Creek.
 Construction Permit?: No

Site Information

Retention Requirement (inches): 1.1
 Site's Zip Code: 55110
 Annual Rainfall (inches): 31.8
 Phosphorus EMC (mg/l): 0.3
 TSS EMC (mg/l): 54.5

Total Site Area

Land Cover	A Soils (acres)	B Soils (acres)	C Soils (acres)	D Soils (acres)	Total (acres)
Forest/Open Space - Undisturbed, protected forest/open space or reforested land	.23				0.23
Managed Turf - disturbed, graded for yards or other turf to be mowed/managed	.2222				0.2222
				Impervious Area (acres)	.0678
				Total Area (acres)	0.52

Site Areas Routed to BMPs

Land Cover	A Soils (acres)	B Soils (acres)	C Soils (acres)	D Soils (acres)	Total (acres)
Forest/Open Space - Undisturbed, protected forest/open space or reforested land					0
Managed Turf - disturbed, graded for yards or other turf to be mowed/managed	0.117				0.117
please adjust TOTAL SITE AREAS to match or exceed the highlighted SITE AREAS ROUTED TO BMPS				Impervious Area (acres)	0.2732
				Total Area (acres)	0.3902

Summary Information

Performance Goal Requirement

Performance goal volume retention requirement:	271	ft ³
Volume removed by BMPs towards performance goal:	156	ft ³
Percent volume removed towards performance goal	58	%

Annual Volume and Pollutant Load Reductions

Post development annual runoff volume	0.2441	acre-ft
Annual runoff volume removed by BMPs:	0.3317	acre-ft
Percent annual runoff volume removed:	136	%

Post development annual particulate P load:	0.11	lbs
Annual particulate P removed by BMPs:	0.149	lbs
Post development annual dissolved P load:	0.09	lbs
Annual dissolved P removed by BMPs:	0.122	lbs
Percent annual total phosphorus removed:	136	%

Post development annual TSS load:	36.2	lbs
Annual TSS removed by BMPs:	49.2	lbs
Percent annual TSS removed:	136	%

BMP Summary

Performance Goal Summary

BMP Name	BMP Volume Capacity (ft ³)	Volume Recieved (ft ³)	Volume Retained (ft ³)	Volume Outflow (ft ³)	Percent Retained (%)
Sigmon-Olsen CC RG	156	1091	156	935	14

Annual Volume Summary

BMP Name	Volume From Direct Watershed (acre-ft)	Volume From Upstream BMPs (acre-ft)	Volume Retained (acre-ft)	Volume outflow (acre-ft)	Percent Retained (%)
Sigmon-Olsen CC RG	0.6609	0	0.3317	0.3292	50

Particulate Phosphorus Summary

BMP Name	Load From Direct Watershed (lbs)	Load From Upstream BMPs (lbs)	Load Retained (lbs)	Outflow Load (lbs)	Percent Retained (%)
Sigmon-Olsen CC RG	0.2966	0	0.1489	0.1477	50

Dissolved Phosphorus Summary

BMP Name	Load From Direct Watershed (lbs)	Load From Upstream BMPs (lbs)	Load Retained (lbs)	Outflow Load (lbs)	Percent Retained (%)
Sigmon-Olsen CC RG	0.2427	0	0.1218	0.1209	50

TSS Summary

BMP Name	Load From Direct Watershed (lbs)	Load From Upstream BMPs (lbs)	Load Retained (lbs)	Outflow Load (lbs)	Percent Retained (%)
Sigmon-Olsen CC RG	97.97	0	49.18	48.79	50

BMP Schematic

