

VLAWMO TECHNICAL COMMISSION MEETING

8:00 AM September 13, 2023

Vadnais Heights City Hall Council Chambers, 800 County Road E East, Vadnais Heights, MN 55127

Action items: ☼

- I. **Call to Order: 8:00 am**
- II. **Approval of Agenda**
- III. **Approval of Minutes (August 9, 2023)**
- IV. **Administration & Operations**
 - a. Financial report for September and authorization for payment ☼ – Phil pg. 7
- V. **Programs**
 - a. SHG 2023-03 White Bear Lake Historical Society Pollinator Garden Phase 2 ☼ - Lauren pg. 19
 - b. Vadnais-Sucker Habitat Restoration interpretive series - Nick pg. 15
- VI. **Project Updates - Dawn**
 - a. Update on Wilkinson deep-water wetland restoration project pg. 15
 - b. Update on Aquatic vegetation surveys completed for the 2023 season pg. 16
 - c. Update on Revised fall carp removal efforts to prepare for spring 2024 removal pg. 16
 - d. Update on Conservation partners legacy grant submission pg. 16
 - e. Updated Spent lime Demonstration project at Oak Knoll Pond pg. 17
 - f. Update on E. Vadnais Lake Subwatershed Resiliency Study- Lauren pg. 17
 - g. Update on Ramsey County Ditch 13 Agreement with City of WBL- Brian pg. 17
- VII. **Commissioner reports**
- VIII. **NOHOA**
- IX. **Ramsey Soil & Water Conservation Division**
- X. **St. Paul Regional Water Services**
- XI. **Public Comment**
- XII. **Next Meetings: TEC: October 11, Board: October 25, 2023**
- XIII. **Adjourn**

Upcoming Events:

September 16: White Bear Township Day

**Vadnais Lake Area Water Management Organization
Technical Commission (TEC) Minutes
August 9, 2023
Vadnais Heights City Hall, Council Chambers
800 County Road E East, Vadnais Heights, MN 55127**

Commission Members Present:

Nick Ousky	Vadnais Heights (VH) (Alternate)
Gloria Tessier	Gem Lake (GL)
Jami Philip	White Bear Township (WBT)
Terry Huntrods	White Bear Lake (WBL)
Andy Nelson	Lino Lakes (LL)

Absent: Susan Miller (NO)

Others in attendance: Phil Belfiori, Brian Corcoran, Lauren Sampedro, Nick Voss, Dawn Tanner (VLAWMO staff), Jim Hauth (City of Vadnais Heights), Ed Shapland (CAC), Julia Hupperts (NOHOA)

I. Call to Order

Chair Tessier called the meeting to order at 8:02 am.

II. Approval of Agenda

It was moved by Commissioner Huntrods and seconded by Commissioner Philip to approve the August 9, 2023 TEC agenda Vote: all aye. Motion passed.

III. Approval of Minutes (July 12, 2023)

It was moved by Commissioner Ousky and seconded by Commissioner Huntrods to approve the July 12th meeting minutes as presented. Vote: all aye. Motion passed.

IV. Administration & Operations

A. Financial Report for August and Authorization for Payment

Administrator Belfiori introduced Jim Hauth as the new City of Vadnais Heights Public Works Director.

Administrator Belfiori outlined the financial report as included in the August TEC packet and stated the financial report was revised to include updated insurance information.

It was moved by Commissioner Huntrods and seconded by Commissioner Ousky to approve the August financial report and authorize payment. Vote: all aye. Motion passed.

B. August TEC Report to Board

Administrator Belfiori outlined the August TEC Report to the Board. Notable items included continuing efforts on Oak Knoll Pond spent lime demonstration project, the Biochar 319 project is closing out, and staff are preparing for public ditch maintenance and debris clearing this fall. Work on updating the VLAWMO website is also continuing.

It was moved by Chair Tessier and seconded by Commissioner Philip to approve the August TEC report to the Board. Vote: all aye. Motion passed.

V. Programs

A. LL1 2023-05 Swanson Shoreline

Sampedro described the LL1 application consisting of two landowners on the south side of Gilfillan Lake interested in completing a shoreline restoration. Gilfillan lake is impaired for nutrients and the TMDL's implementation plan recommends at least 75% of the shoreline to consist of native vegetation. This project would help achieve that goal. The existing shoreline is a failing, concrete retaining wall that risks bank collapse behind the wall. Existing turfgrass adds to the risk of collapse. The proposal is to remove the wall, regrade the slope, introduce native vegetation to the shoreline and an upstream buffer. Two bids were received for the project, staff recommended approval for the application at 50% up to \$5,000.

Commissioner Ousky asked about why a concrete barrier was installed to begin with. Sampedro stated she wasn't quite sure but presumed it was from an assumption that it would be a permanent bank protection, or potentially striving to gain additional yard space.

It was moved by Commissioner Philip and seconded by Commissioner Ousky to approve LL1 2023-05 Swanson Shoreline. Vote: all aye. Motion passed.

B. Outreach updates: MN Water Steward Capstone, groundwater conservation

Voss discussed Minnesota Water Steward Megan Sigmon-Olsen's Night to Unite event. He stated the event went well, but Megan wasn't able to provide pictures from her capstone project tour due to getting rained out. Voss noted that her project communication campaign was successful. Voss also provided an update on the recent communication on the groundwater conservation campaign including the work supported by White Bear Township and the City of Vadnais Heights.

C. VLAWMO 40th Anniversary Conservation Celebration August 24th

Voss provided a reminder to the TEC on the upcoming VLAWMO 40th anniversary open house event. He also noted that at 3:30pm there will a short celebration of the retirement of Stephanie McNamara for her 30 years as VLAWMO Administrator. Voss noted that the TEC should RSVP if they have not already.

D. Update on 2024 VLAWMO budget

Administrator Belfiori described the 2024 budget that was approved by the Board. As approved, the budgeted expenditures for 2024 will be \$1,970,811. To pay these expenditures the projected income within the approved budget for 2024 is made up of: 1) \$1,643,311 from the VLAWMO Stormwater Utility fee and fund balance carry over funds from 2023 and 2) up to \$327,500 in loans, grants and partnership funds. Grants income includes MPCA 319 grant income /partnership for proposed Wilkinson Lk. deep water wetland BMP, and BWSR grant income for watershed-based implementation funding program. These outside funding revenue grant amounts are anticipated to be revised based on project board action and project timing constraints and/or other variables.

A summary of some of the key 2024 approved Budget project highlights include (but not limited to):

1. Continued implementation of the Wilkinson Lake deep water wetland BMP,
2. Wilkinson /Tamarack Lake TMDL implementation/ possible alum project,
3. Pleasant Lake management including carp management, possible AIS management (per discussions with MN Dept of Health), and water quality projects,
4. Implementation of proposed resiliency study in East Vadnais Lake subwatershed,
5. Public ditch ongoing ditch maintenance, inspection, and technical work & partnership
6. BWSR Watershed Based Fund grant implementation – cost-share program partnership with member communities including City street reconstruction projects in the City of Vadnais Heights and City of White Bear Lake;
7. Completion of the Spent Lime Demonstration Project at Oak Knoll Pond (construction schedule?),
8. Development of the VLAWMO 10 year watershed management plan,
9. Results of proposed feasibility study of possible water reuse project in Polar Park

VI. Projects

A. Update on Wilkinson deep-water wetland restoration project bid process

Tanner stated that 13 bids were received. Houston Engineering is reviewing the bids with staff to be presented at the August regular Board meeting. VLAWMO staff will be initiating eagle nest monitoring late summer/early fall and that monitoring will continue during the project construction with check-ins after construction has been completed.

B. Wilkinson deep-water wetland project pre-construction remote-camera survey

Tanner described this effort as a comparison between pre, during, and post construction of the deep-water wetland project. Students from the U of M Community-Engaged Learning

program assisted in setting up the remote cameras this spring. She highlighted juvenile eagles have been documented on the remote camera footage.

C. Gilfillan aquatic vegetation survey completed

Tanner completed an aquatic vegetation survey with Ramsey County Soil and Water Conservation Division (RCSWCD). Tanner noted that Gilfillan has many aquatic plants that typically indicate a healthy lake. However, Gilfillan is impaired for nutrients. This provides useful information to track possible changes over time.

D. SEH biochar analysis and next 319 grant round

Tanner presented that VLAWMO staff met with SEH in June and July to prepare for upcoming 319 grant administration. SEH is working to complete a task order that includes providing load-reduction results for the biochar filter and Lambert meander. *E. coli* storm samples are being collected by VLAWMO staff and analyzed in the lab by our partners at SPRWS. Phosphorus and TSS reductions collected by VLAWMO staff during 2022 are being analyzed for the meander. Results of SEH's analysis will be provided to the MPCA as part of the grant close-out for that project.

In anticipation for the next grant round in the 319 small priority watershed program with MPCA, VLAWMO staff met with SEH engineers to work on a task order to investigate possible projects to continue working toward improvement of Wilkinson Lake. Results of this work and other potential project investigations that are underway will be provided to the TEC for consideration as early feasibilities are evaluated and optimal projects are identified. VLAWMO will provide a project proposal to the MPCA in 2025. Developing a plan at this time will prepare us for the next grant-funded project.

I. Commissioner Reports

None

II. NOHOA

Julia Hupperts shared NOHOA is planning an effort to promote VLAWMO cost-share programs for raingardens and shoreline restorations to residents. Julie expressed gratitude on behalf of NOHOA for VLAWMO's collaboration and partnership.

III. Ramsey Soil & Water Conservation Division

None

IV. St. Paul Regional Water Services

None

V. Public Comment

None

VI. Next Meetings:

Next TEC meeting September 13th, Next BOD meeting August 23rd.

XIII. Adjourn

It was moved by Commissioner Ousky and seconded by Commissioner Huntrods to adjourn the meeting at 8:33 am. Vote: all aye. Motion passed.

Minutes compiled by Nick Voss.

DRAFT

VLAWMO Finance Summary: September 2023

Sep-23		Actual 9/1/23	Actual to Date	2023 Budget	Carry over from 2022 to 2023	Remaining in Budget	2023 Available	Act vs. Budget
BUDGET #	INCOME							
5.11	Storm Water Utility	\$0	\$592,641	\$1,090,887	\$0	\$498,246	\$1,090,887	54%
5.12	Service Fees	\$0	\$0	\$200	\$0	\$200	\$200	0%
5.13	Interest + mitigation acct	\$5,094	\$33,374	\$1,000	\$0	(\$32,374)	\$1,000	3337%
5.14	Misc. income - WCA admin & other	\$22,788	\$30,997	\$3,000	\$0	(\$27,997)	\$3,000	1033%
5.15	Other Income Grants/loan	\$0	\$69,693	\$385,284	\$0	\$315,591	\$385,284	18%
5.16	Transfer from reserves	\$0	\$0	\$294,364	\$231,999	\$526,363	\$526,363	0%
	TOTAL	\$27,882	\$726,705	\$1,774,735	\$231,999	\$1,280,029	\$2,006,734	41%
EXPENSES								
3.1	Operations & Administration							
3.110	Office - rent, copies, post tel supplies	\$2,146	\$17,081	\$28,181	\$0	\$11,100	\$28,181	61%
3.120	Information Systems	\$1,439	\$12,670	\$33,300	\$0	\$20,630	\$33,300	38%
3.130	Insurance	\$0	\$10,058	\$7,571	\$0	(\$2,487)	\$7,571	133%
3.141	Consulting - Audit	\$0	\$10,585	\$9,000	\$0	(\$1,585)	\$9,000	118%
3.142	Consulting - Bookkeeping	\$44	\$287	\$1,500	\$0	\$1,213	\$1,500	19%
3.143	Consulting - Legal	\$0	\$723	\$6,000	\$0	\$5,277	\$6,000	12%
3.144	Consulting - Eng. & Tech.	\$0	\$2,178	\$30,000	\$15,000	\$42,822	\$45,000	5%
3.150	Storm Sewer Utility	\$1,325	\$4,303	\$15,000	\$0	\$10,697	\$15,000	29%
3.160	Training (staff/board)	\$300	\$9,109	\$13,250	\$0	\$4,141	\$13,250	69%
3.170	Misc. & mileage	\$560	\$2,019	\$6,300	\$0	\$4,281	\$6,300	32%
3.191	Administration - staff	\$31,403	\$265,038	\$422,353	\$0	\$157,315	\$422,353	63%
3.192	Employer Liability	\$9,475	\$77,645	\$122,428	\$0	\$44,783	\$122,428	63%
3.2	Monitoring and Studies							
3.210	Lake and Creek lab analysis	\$3,983	\$8,027	\$18,000	\$0	\$9,973	\$18,000	45%
3.220	Equipment	\$0	\$928	\$3,000	\$1,000	\$3,072	\$4,000	23%
3.230	Wetland assessment & management	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000	0%
3.240	Watershed planning /special study	\$0	\$0	\$10,000	\$5,000	\$15,000	\$15,000	0%
3.3	Education and Outreach							
3.310	Public Education	\$228	\$2,359	\$6,000	\$0	\$3,641	\$6,000	39%
3.320	Marketing	\$225	\$4,246	\$15,000	\$9,500	\$20,254	\$24,500	17%
3.330	Community Blue Ed Grant	\$0	\$1,500	\$8,000	\$0	\$6,500	\$8,000	19%
<i>Total Core functions: Ops, Monitoring, Education</i>		<i>\$51,128</i>	<i>\$428,756</i>	<i>\$754,883</i>	<i>\$40,500</i>	<i>\$366,627</i>	<i>\$795,383</i>	<i>54%</i>
Capital Improvement Projects and Programs								
3.4	Subwatershed Activity							
3.410	Gem Lake	\$0	\$0	\$15,000	\$10,000	\$25,000	\$25,000	
3.420	Lambert Creek	\$5,286	\$10,393	\$55,000	\$0	\$44,607	\$55,000	19%
3.421	Lambert Lake Loan	\$0	\$19,284	\$38,568	\$0	\$19,284	\$38,568	50%

3.425	Goose Lake	\$1,690	\$19,785	\$92,500	\$0	\$72,715	\$92,500	21%
3.430	Birch Lake	\$1,710	\$1,710	\$20,000	\$0	\$18,290	\$20,000	9%
3.440	Gilf Black Tam Wilk Amelia	\$3,814	\$89,331	\$157,500	\$43,000	\$111,169	\$200,500	45%
3.450	Pleasant Charley Deep	\$1,020	\$23,460	\$48,000	\$30,000	\$54,540	\$78,000	30%
3.460	Sucker Vadnais	\$0	\$1,857	\$35,000	\$28,000	\$61,143	\$63,000	3%
3.48	Programs							
3.480	Soil Health Grant	\$89	\$1,907	\$8,000	\$0	\$6,093	\$8,000	24%
3.481	Landscape 1	\$0	\$5,000	\$30,000	\$6,263	\$31,263	\$36,263	14%
3.482	Landscape 2/BWSR WBF	\$13,678	\$15,929	\$35,000	\$36,636	\$55,707	\$71,636	22%
3.483	Project Research & feasibility	\$0	\$0	\$5,000	\$0	\$5,000	\$5,000	0%
3.485	Facilities Maintenanc/ Pub. Ditch Main.	\$6,180	\$13,929	\$90,000	\$37,600	\$113,671	\$127,600	11%
3.5	Regulatory							
3.510	Engineer Plan review	\$0	\$0	\$5,000	\$0	\$5,000	\$5,000	0%
	<i>Total CIP & Program</i>	\$33,467	\$202,585	\$634,568	\$191,499	\$623,482	\$826,067	25%
	Total of Core Operations & CIP	\$84,595	\$631,341	\$1,389,451	\$231,999	\$990,109	\$1,621,450	39%

Fund Balance	8/1/2023	9/1/2023
4M Account	\$1,216,296	\$846,426
4M Plus Savings	\$234,866	\$235,924
Total	\$1,451,162	\$1,082,350

Restricted funds		9/1/2023
Mitigation Savings		\$21,017
Term Series		\$0

Vadnais Lake Area Water Management Organization
Check Detail
 August 10 through September 13, 2023

11:32 AM
 09/06/2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	eft	08/17/2023	Reliance Standard		Checking - 1987		-312.17
				Insurance Benefit		-91.50	91.50
				Insurance Benefit		-220.67	220.67
TOTAL						-312.17	312.17
Check	eft	09/13/2023	US Bank		Checking - 1987		-44.06
				3.142 · Bookkeeping help		-44.06	44.06
TOTAL						-44.06	44.06
Check	5612	09/13/2023	Dawn Tanner		Checking - 1987		-70.00
				3.170 · Misc. & mileage		-70.00	70.00
TOTAL						-70.00	70.00
Check	5613	09/13/2023	Lauren Sampedro		Checking - 1987		-91.46
				3.170 · Misc. & mileage		-91.46	91.46
TOTAL						-91.46	91.46
Check	5614	09/13/2023	Phil Belfiori		Checking - 1987		-111.65
				3.170 · Misc. & mileage		-32.75	32.75
				3.320 · Marketing		-78.90	78.90
TOTAL						-111.65	111.65
Check	5615	09/13/2023	Brian Corcoran		Checking - 1987		-319.89
				3.170 · Misc. & mileage		-319.89	319.89
TOTAL						-319.89	319.89
Check	5616	09/13/2023	Nicholas Voss		Checking - 1987		-223.35
				3.170 · Misc. & mileage		-45.85	45.85
				3.310 · Public Education		-31.61	31.61
				3.320 · Marketing		-145.89	145.89
TOTAL						-223.35	223.35
Check	5617	09/13/2023	Birch Lake Improvement District		Checking - 1987		-1,710.00
				3.430 · Birch Lake		-1,710.00	1,710.00
TOTAL						-1,710.00	1,710.00
Check	5618	09/13/2023	White Bear Township		Checking - 1987		-12,949.20
				3.482 · Landscape 2		-12,949.20	12,949.20
TOTAL						-12,949.20	12,949.20

	Check	5619	09/13/2023 Dana Matykiewicz	Checking - 1987		-89.00	
				3.480 · Soil Health Grant		-89.00	89.00
TOTAL						<u>-89.00</u>	<u>89.00</u>
	Check	5620	09/13/2023 Ehlers & Associates, Inc.	Checking - 1987		-1,325.00	
				3.150 · Storm Sewer Utility		-1,325.00	1,325.00
TOTAL						<u>-1,325.00</u>	<u>1,325.00</u>
	Check	5621	09/13/2023 Metro - Inet	Checking - 1987		-1,439.00	
				IT Support		-1,439.00	1,439.00
TOTAL						<u>-1,439.00</u>	<u>1,439.00</u>
	Check	5622	09/13/2023 RMB Environmental Laboratories, Inc.	Checking - 1987		-4,191.00	
				3.210 · Lake & Creek lab analysis		-858.00	858.00
				3.210 · Lake & Creek lab analysis		-55.00	55.00
				3.210 · Lake & Creek lab analysis		-343.00	343.00
				LL VLAWMO cash match		-208.00	208.00
				3.210 · Lake & Creek lab analysis		-390.00	390.00
				3.210 · Lake & Creek lab analysis		-55.00	55.00
				3.210 · Lake & Creek lab analysis		-804.00	804.00
				3.210 · Lake & Creek lab analysis		-396.00	396.00
				3.210 · Lake & Creek lab analysis		-223.00	223.00
				3.210 · Lake & Creek lab analysis		-804.00	804.00
				3.210 · Lake & Creek lab analysis		-55.00	55.00
TOTAL						<u>-4,191.00</u>	<u>4,191.00</u>
	Check	5623	09/13/2023 The Munch Bunch LLC	Checking - 1987		-4,325.00	
				3.485 · Facilities & Maintenance		-4,325.00	4,325.00
TOTAL						<u>-4,325.00</u>	<u>4,325.00</u>
	Check	5624	09/13/2023 Barr Engineering Co	Checking - 1987		-4,685.30	
				3.440 · Gilfillan Black Tamarack Wilkin		-3,320.00	3,320.00
				Oak Knoll		-1,365.30	1,365.30
TOTAL						<u>-4,685.30</u>	<u>4,685.30</u>
	Check	5625	09/13/2023 City of White Bear Lake	Checking - 1987		-40,566.14	
				payroll		-31,403.26	31,403.26
				Administration FICA		-2,282.94	2,282.94
				Administration PERA		-2,355.24	2,355.24
				Insurance Benefit		-4,479.78	4,479.78
				Admin payroll processing		-44.92	44.92
TOTAL						<u>-40,566.14</u>	<u>40,566.14</u>
	Check	5626	09/13/2023 Houston Engineering, Inc	Checking - 1987		-1,183.21	
				3.485 · Facilities & Maintenance		-1,183.21	1,183.21

TOTAL				-1,183.21	1,183.21
Check 5627	09/13/2023	Kennedy & Graven, Chartered	Checking - 1987		-324.30
			3.440 · Gilfillan Black Tamarack Wilkin	-207.00	207.00
			3.485 · Facilities & Maintenance	-117.30	117.30
TOTAL				-324.30	324.30
Check 5628	09/13/2023	Kennedy & Graven, Chartered	Checking - 1987		-554.30
			3.485 · Facilities & Maintenance	-554.30	554.30
TOTAL				-554.30	554.30
Check 5629	09/13/2023	SEH	Checking - 1987		-5,077.57
			LL VLAWMO cash match	-730.46	730.46
			LL VLAWMO cash match	-4,347.11	4,347.11
TOTAL				-5,077.57	5,077.57
Check 5630	09/13/2023	City of Vadnais Heights	Checking - 1987		-2,145.95
			Rent	-1,715.00	1,715.00
			Phone/Internet/Machine Overhead	-305.00	305.00
			Postage	-33.42	33.42
			Copies	-92.53	92.53
TOTAL				-2,145.95	2,145.95
Check 5631	09/13/2023	Vacker Inc.	Checking - 1987		-729.00
			3.482 · Landscape 2	-729.00	729.00
TOTAL				-729.00	729.00

Vadnais Lake Area Water Management Orga
Profit & Loss
August 10 through September 13, 2023

11:36 AM

09/06/2023

Cash Basis

Aug 10 - Sep 13, 23

Ordinary Income/Expense	
Income	
Misc.	22,788.00
5.1 · Income	
5.13 · Interest	5,094.11
Total 5.1 · Income	<u>5,094.11</u>
Total Income	<u>27,882.11</u>
Gross Profit	27,882.11
Expense	
3.1 · Administrative/Operations	
3.110 · Office	
Copies	92.53
Phone/Internet/Machine Overhead	305.00
Postage	33.42
Rent	1,715.00
Total 3.110 · Office	<u>2,145.95</u>
3.120 · Information Systems	
IT Support	1,439.00
Total 3.120 · Information Systems	<u>1,439.00</u>
3.142 · Bookkeeping help	44.06
3.150 · Storm Sewer Utility	1,325.00
3.160 · Training (staff/board)	300.00
3.170 · Misc. & mileage	559.95
3.191 · Employee Payroll	
payroll	31,403.26
Total 3.191 · Employee Payroll	<u>31,403.26</u>
3.192 · Employer Liabilities	
Admin payroll processing	44.92
Administration FICA	2,282.94
Administration PERA	2,355.24
Insurance Benefit	4,791.95
Total 3.192 · Employer Liabilities	<u>9,475.05</u>
Total 3.1 · Administrative/Operations	<u>46,692.27</u>
3.2 · Monitoring and Studies	
3.210 · Lake & Creek lab analysis	3,983.00
Total 3.2 · Monitoring and Studies	<u>3,983.00</u>
3.3 · Education and Outreach	
3.310 · Public Education	228.11
3.320 · Marketing	224.79
Total 3.3 · Education and Outreach	<u>452.90</u>
3.4 · Capital Imp. Projects/Programs	
3.420 · Lambert Creek Restoration	

LL VLAWMO cash match	5,285.57
Total 3.420 · Lambert Creek Restoration	5,285.57
3.425 · Goose Lake	
Oak Knoll	1,690.30
Total 3.425 · Goose Lake	1,690.30
3.430 · Birch Lake	1,710.00
3.440 · Gilfillan Black Tamarack Wilkin	3,813.94
3.450 · Pleasant Charley Deep	1,020.00
Total 3.4 · Capital Imp. Projects/Programs	13,519.81
3.48 · Programs	
3.480 · Soil Health Grant	89.00
3.482 · Landscape 2	13,678.20
3.485 · Facilities & Maintenance	6,179.81
Total 3.48 · Programs	19,947.01
Total Expense	84,594.99
Net Ordinary Income	-56,712.88
Net Income	-56,712.88

Vadnais Lake Area Water Management Organization
Custom Transaction Detail Report
 July 1 through September 1, 2023

11:31 AM

09/06/2023

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Jul 1 - Sep 1, 23									
Credit Card Charge	07/03/2023		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	42.00	42.00
Credit Card Charge	07/10/2023		adobe *photography plan		US Bank CC	√	Software	9.99	51.99
Credit Card Charge	07/17/2023		University of Minnesota	Dawn project leadership training	US Bank CC	√	3.160 · Training (staff/board)	470.00	521.99
Credit Card Charge	07/18/2023		WalMart	cork board	US Bank CC	√	3.320 · Marketing	14.90	536.89
Transfer	07/20/2023			Funds Transfer	US Bank CC	√	Checking - 1987	-2,207.26	-1,670.37
Credit Card Charge	07/23/2023		Adobe "Creative Cloud		US Bank CC	√	Software	32.20	-1,638.17
Credit Card Charge	07/25/2023		pdl ccapsconf3	Phil 2023 WR Conf.	US Bank CC	√	3.160 · Training (staff/board)	325.00	-1,313.17
Credit Card Charge	07/25/2023		University of Minnesota	Dawn pesticide training	US Bank CC	√	3.160 · Training (staff/board)	145.00	-1,168.17
Credit Card Charge	08/02/2023		Google*SVCAPPS_VLAWM		US Bank CC		WEB	42.00	-1,126.17
Credit Card Charge	08/10/2023		ATS	carp transmitters	US Bank CC		3.450 · Pleasant Charley Deep	1,020.00	-106.17
Credit Card Charge	08/14/2023		field environmental instruments Inc	pH meter	US Bank CC		Oak Knoll	325.00	218.83
Credit Card Charge	08/16/2023		Office Max	40th event signs	US Bank CC		3.310 · Public Education	112.79	331.62
Credit Card Charge	08/23/2023		Prairie Moon Nursery	wilkinson seed	US Bank CC		3.440 · Giffillan Black Tamarack Wilkin	286.94	618.56
Credit Card Charge	08/30/2023		Office Max	oak knoll signs	US Bank CC		3.310 · Public Education	83.71	702.27
Credit Card Charge	08/31/2023		University of Minnesota	lauren WRC 2023	US Bank CC		3.160 · Training (staff/board)	300.00	1,002.27
Jul 1 - Sep 1, 23								1,002.27	1,002.27

September TEC: Staff Memo

IV. Administration & Operations

A. Financial report for September and authorization for payment

Please find the September financial report and authorization to pay bills in the ePacket for review and approval.

V. Programs

A. SHG 2023-03 WBL Area Historical Society Pollinator Garden Phase 2

The White Bear Lake Area Historical Society submitted a Soil Health Grant application for a ~600 square foot pollinator garden that is a second phase of the pollinator garden project started in the fall of 2022 at the historic White Bear Town Hall located at Polar Lakes Park in White Bear Township. This second garden would bookend the 2022 pollinator garden adjacent to the sidewalk leading up to the entrance. This location is highly visible to the public and will continue to provide engagement opportunities to town hall visitors, adjacent soccer field users, and others in the community. The Historical Society will also use the pollinator gardens to provide environmental education opportunities for students. The proposed garden design includes the same native plant species as the 2022 garden, depending on plant availability, which incorporates native species consistent with the area's historic native plant community of a mesic/wet prairie. The project will be installed and maintained by the White Bear Lake Area Historical Society and volunteers. The total estimated project cost is \$1,868. Staff recommends approval of SHG 2023-03 in the amount of \$1,000.

B. Vadnais-Sucker Regional Park Interpretive Series

Staff have assembled an interpretive signage series in conjunction with the Vadnais-Sucker habitat restoration and the VLAWMO 40th Anniversary event from August, 2023. The signs take readers through the basics of the habitat restoration, watersheds, local history of the park itself, and history and perspectives from indigenous Dakota connections to the region. VLAWMO thanks all the partners that were involved in reviewing and contributing to this effort. VLAWMO recommends TEC, BOD, and affiliates to review the signs to help disperse and familiarize this local history in the community. The signage series is posted in full at the project page below:

<https://www.vlawmo.org/projects/maps/project-map/vadnais-sucker-park-habitat-restoration/>

VI. Projects

A. Update on Wilkinson deep-water wetland restoration project

The bid process was completed, as reported at the August TEC meeting. HEI reviewed the received bids and issued a Recommendation of Award memorandum on August 11, 2023, for Arnt Construction Company, Inc., in the amount of \$151,026.25. HEI also recommended having a 20%-50% possible expanded project footprint, because the project bid came in low compared to the budget and engineer's estimate, and a 20% contingency available to cover unforeseen conditions during construction in the amount of \$30,205.25. It is anticipated that the updated grading plan for the expanded footprint design will ready to be presented at the TEC meeting. The Board approved the requested actions and authorized HEI to issue the Notice of Award, complete the contract and, upon completion, issue the Notice to Proceed.

B. Aquatic vegetation surveys completed for the 2023 season

VLAWMO staff joined RCSWCD for aquatic vegetation surveys on Birch, Gilfillan, and Pleasant Lakes during 2023. The Birch surveys were used to assess success of the hand-removal grant-funded treatment for Eurasian watermilfoil (EWM) and Curly-leaf pondweed. An abstract highlighting the results of this project was submitted to the annual Minnesota Watersheds (previously Minnesota Association of Watershed Districts) in Nov. If accepted, VLAWMO staff will present this project at the annual conference and communicate about the reduction in EWM from 11.4 acres to only a few plants after 2 years of hand-pulling with divers. The Gilfillan survey will be used to assess success of future projects on this lake and help to build a better understanding of the status of the lake. The Pleasant Lake surveys were used to provide a delineation for Curly-leaf pondweed at the height of its growth cycle and better understand the status of the native plant community. Information gained on Pleasant Lake surveys is being incorporated into a series of articles to work to increase understanding about the native plant community and its role in both improving water quality and reducing the potential for harmful algal blooms.

C. Revised fall carp removal efforts to prepare for spring 2024 removal

VLAWMO staff and Carp Solutions prepared a revised plan for fall work to prepare for spring 2024 removal. That includes building a barrier between Pleasant and Deep Lakes at Chickadee Lane, because a portion of the carp that initially migrated to the barrier stayed in Deep Lake instead of staying close to the barrier and becoming trapped for removal. The more hesitant carp returned to Deep Lake, did not re-approach the barrier, and were not removed. To capture these carp, the new barrier will allow Carp Solutions to work to capture these fish earlier in the migration and prior to their arrival in Deep Lake. Five additional telemetry transmitters will also be added this fall to allow staff and Carp Solutions to continue to gain more specific information about carp movement and timing of movements.

D. Conservation Partners Legacy grant submission

VLAWMO staff requested authorization from the Board to submit a proposal to the Conservation Partners Legacy grant program. At the time of packet preparation, staff are working to submit that proposal in partnership with the City of Vadnais Heights for reseeded of the wooded wetland following a second year of munching by the Munch Bunch, which is planned for 2024.

The first round applications of the Conservation Partners Legacy (CPL) grant program with MN DNR were due on September 11, 2023. CPL funds conservation projects that restore, enhance, or protect forests, wetlands, prairies, and habitat for fish, game, and wildlife in Minnesota. Grant requests may range from \$5,000 to \$500,000 with a maximum total project cost of \$1,000,000. Nonprofit organizations and government entities are eligible to apply, and a 10% match of non-state origin is required. Funding for the CPL program comes from the Outdoor Heritage Fund.

The current grant cycle again includes a section for Expedited Conservation Projects (ECP) grants. ECP funds projects up to \$50,000 for eligible activities on public lands and waters.

VLAWMO has been successful with previous recent CPL grants to provide funds for seeding and enhancing the 4th and Otter restoration area in partnership with the City of White Bear Lake.

E. Spent lime project update

Barr Engineering completed the project contract and associated documentation. The project start date was provided by the contractor and communicated to residents via a postcard and the VLAWMO website. Project status updates will be regularly provided through the VLAWMO website/spent lime project page.

F. Update on East Vadnais Lake Subwatershed Resiliency Study

VLAWMO received proposals for the development of the East Vadnais Lake Subwatershed Resiliency Study from four engineering firms including Barr Engineering, Houston Engineering, Inc. (HEI), Short Elliot & Hendrickson, Inc. (SEH), and SRF Consulting Group. VLAWMO staff and staff from the City of Vadnais Heights, Ramsey County, and Saint Paul Regional Water Services all scored the proposals and the top average score was SRF's proposal. One of the main highlights from SRF's proposal is they are the same firm currently working on the Ramsey County flood feasibility study for the Edgerton Street and Centerville Road intersection, which is in the same drainage area as the resiliency study. Their experience in this area would allow partners to seamlessly expand on the County's flood feasibility study.

The proposed cost for SRF's proposal for the resiliency study is \$65,500. Their proposal was approved at the August 23rd Board meeting with the addition of a staff-recommended optional task of field survey work to investigate complicated storm sewer infrastructure. The total study cost with the optional task is \$69,722. At its meeting, the Board approved entering into a professional engineering services agreement with SRF and executing a first task order to complete the resiliency study for a cost of \$69,722. The Board also approved a staff-recommended contingency of 10%, not to exceed \$6,972, to cover any unforeseen costs. Staff are currently working with SRF to kick off the study with partners and begin data collection. We anticipate the study to be completed around March 2024 per the attached draft schedule and presented to the TEC and Board at the April 2024 meetings. Staff will provide updates as the study moves forward.

G. Update on Ramsey County Ditch 13 Agreement with City of WBL

A Ditch Repair Agreement between the Vadnais Lake Area Water Management Organization and the City of White Bear Lake was approved at the August 2023 Board Meeting. Below is the timeline of the process:

- Ramsey County established Ramsey County Ditch 13 (RCD 13) in the 1910's as an open drainage ditch.
- In 1980, the City secured an easement from the County over the RCD 13 route and constructed a stormsewer system.
- In 1986 the County transferred its rights and responsibilities to the RCD 13 to VLAWMO together with County Ditch 14.

- VLAWMO currently manages the Ditch System (RCD 13 and RCD 14) pursuant to its authority under Minn. Stat. §§ 103B.201-103B.253, not Minn. Stat., Chap. 103E, as provided in Minn. Stat. § 103E.812, subd. 8 and VLAWMO's joint powers agreement.
- In 2018, VLAWMO hired Houston Engineering, Inc. to prepare a repair report to help VLAWMO identify and plan for maintenance and repair projects on the Ditch System.
- The RCD 13 functions solely through the stormsewer system installed by the City and the City has maintained the RCD 13 since 1980.
- VLAWMO does not maintain stormsewer systems and the parties agree the City is in the better position to assume the on-going maintenance responsibility for the RCD 13 as it is the City's stormsewer system.

The RCD 13 is now a storm pipe installed by the City and is located from the 96-inch storm sewer outfall near the Whitaker Weir, north to 5th Street in WBL.

In the approved agreement, VLAWMO agrees to transfer, and City agrees to accept, the on-going responsibility to maintain the Ditch as described within the Ditch Repair Agreement. The City agrees to maintain the Ditch, in its discretion, as part of its stormsewer system and in accordance with its usual procedures, policies, and practices.

Soil Health Grant Application



Submit completed application to:
 Lauren Sampedro
 lauren.sampedro@vlawmo.org



Applicant Information:

Name:	White Bear Lake Area Historical Society
Address:	PO Box 10543
City/Township, State, Zip:	White Bear Lake, MN 55110
Phone:	651-440-3702
Email:	dan@whitebearhistory.org

Project Summary:

ESTIMATED TOTAL PROJECT COST (\$)	1800
AMOUNT REQUESTED (\$1,000 MAX or \$1,250 in Priority Area)	1000
EXPECTED PROJECT COMPLETION (Month, Year)	Nov 2023

PROJECT TYPE:

- Downspout/Small Raingarden
- Native Restoration/Pollinator Garden
- Turfgrass Replacement
- Other

If other, please describe the proposed project: _____

Project Background:

Describe your property. What is the purpose of your project? Does your property connect to a lake, stream, ditch, or wetland in VLAWMO?	The White Bear Lake Area Historical Society is seeking funds to add a second pollinator garden to an existing open space at the White Bear Town Hall. The White Bear Town Hall is located in White Bear Township at the south end of Polar Lakes Park.
---	--

Project Background: Continued

<p>Describe how your project will support the goals of the Soil Health Grant Program.</p> <p>(See grant policy)</p>	<p>Native plantings, native plant buffer strips, turf replacement, and stabilization projects that protect and enhance water quality and native habitat.</p>
<p>Briefly describe the planned installation and maintenance activities for your project.</p>	<p>The garden will bookend the 2022 garden, approximately 15' x 40', will be located on the south side of the stair case entering the Town Hall (See attached illustrations). The garden will include perennial plants that support the native bee species, butterfly species, birds that rely on insects to feed their young, and dozens of other pollinators foraging for nectar. (See Illustration for plant listings)</p>

Project Specifications:

<p>TOTAL PROPERTY AREA (Acres)</p>	<p>0.0138</p>
<p>Total PROJECT SIZE (SQ FT)</p>	<p>600 SF</p>
<p>IF APPLICABLE: DEPTH OF RAINGARDEN BASIN (Inches)</p>	



Required Attachments:

- ⇒ Detailed drawing or plan of the proposed project.
- ⇒ Detailed project budget estimate with itemized costs and materials that equal your total estimated cost.

VLAWMO Soil Health Grant Agreement



It is understood that:

1. The grantee is responsible for maintaining the project for at least 5 years after its installation. VLAWMO is not responsible for completing maintenance activities.
2. The grantee will participate in VLAWMO's outreach and project sharing efforts.
3. A project may be visited and inspected by a VLAWMO representative during the 5-year maintenance period.
4. Grant awards will expire within 1 year of grant approval unless the project is extended with VLAWMO approval.

The applicant's signature indicates their agreement to the above terms and certifies the grant application information is true and accurate. A VLAWMO staff signature will constitute an approved and executed grant agreement between the grantee and the VLAWMO.

Applicant/Grantee

Signature **Daniel T. Jones** Digitally signed by Daniel T. Jones
Date: 2023.09.05 10:16:54 -05'00' Date 9/5/23

Print _____

VLAWMO Staff

Signature _____ Date _____

Print _____

Proposal Narrative -

White Bear Lake Area Historical Society Pollinator Garden 2, Historic White Bear Town Hall

I. Organizational Review

A. Brief Summary of Organizations History, Size, Membership, et.

Established in 1970, the White Bear Lake Area Historical Society (WBLAHS) has over 400 household memberships and 100s of volunteers. WBLAHS serves the public with a museum, archives, and a resource library. The collection spans nearly 150 years and includes artifacts, photographs, and records relating to the resorts, people, railroads, businesses, and governances of the five municipalities that touch White Bear Lake.

B. A. Brief Summary of Organizations Mission & Goals

The White Bear Lake Area Historical Society's mission is to connect the community to its past and to cultivate an understanding and appreciation for its history. In 2023 the White Bear Lake Area Historical Society aims to continue its virtual program offerings with four new presentations to connect our community to its past. The White Bear Town Hall Rehabilitation Project has come to completion and will continue to be used as an interpretive site for public groups where student camps, public presentations, and interpretive exhibits can be experienced.

C. Brief description of the organization's current programs or activities

In 2020-2021 the White Bear Lake Area Historical Society engaged over 7,000 attendees in virtual and on-site programming to connect them to our community's past. We provided research services and information for more than 200 requests and implemented a 2 week program of the History of Water Skiing in White Bear with a multi media exhibit held at the Armory. Over 2,000 people attended this event, which was a first of its kind for the WBLAHS and provided a glimpse of what can come in the future.

The WBLAHS has secured a "new" permanent home. In November of 2022 the WBLAHS purchased the White Bear Armory from the City of White Bear Lake and is now sole owner of this 100 year historic building. Beginning in April of 2023 major reconstruction and remodeling will be taking place hopefully completed in Spring of 2024.

In 2023, the WBLAHS will undertake the first phases of a full inventory of its artifact and photograph collections to gain intellectual control over the collection and provide increased access to the public.

D. Number of board members, full-time paid staff, part-time paid staff, and volunteers.

The WBLAHS currently has three full-time staff members, eleven board members, 3 weekly volunteers, and hundreds of situational event volunteers.

II. Purpose of Specified Grant Requested

A. Project Description

The White Bear Lake Area Historical Society is seeking funds to add a second pollinator garden to an existing open space at the White Bear Town Hall. The White Bear Town Hall is located in White Bear Township at the south end of Polar Lakes Park. The garden will bookend the 2022

garden, approximately 15' x 40', will be located on the south side of the stair case entering the Town Hall (See attached illustrations).

The garden will include perennial plants that support the native bee species, butterfly species, birds that rely on insects to feed their young, and dozens of other pollinators foraging for nectar. (See Illustration for plant listings)

The White Bear Lake Area Historical Society will also use the pollinator garden to provide opportunities for students to learn extensive place-based environmental education. During the spring and summer months, student volunteers will tend to the garden and learn how gardens can provide clear, real-life examples of the interdependent nature of our food ecosystem, and the valuable services that pollinators provide to human society.

B. Specific Expenditures:

Funds will be used to purchase specific native plants, garden soil, and edging to surround and protect the borders of the pollinator garden. See attached itemized budget.

C. Community Impact

The WBLAHS service area's population is approximately 45,000 (all municipalities that surround White Bear Lake). We have over 400 members, 50 volunteers that volunteer on a regular basis, as well as an 11 member Board of Directors.

D. Type of Impact

The most important aspect of this garden is to promote knowledge, awareness and understanding of how important pollinator plants are to our ecosystem. There are ecological impacts with overall soil health and moisture retention, as well as beautifying the Historic Town Hall main entrance with more than just "nice looking" landscaping.

E. Maintenance

The maintenance of the pollinator garden will be monitored and organized by the White Bear Lake Area Historical Society. Volunteers composed of students and adults and board members will be assigned weeding and watering duties throughout the growing months. The Vadnais Lake Water Management Organization will also be of help and resource ongoing maintenance and education for the garden caretakers.

F. Total Cost of Project

The total cost will be approximately \$1800

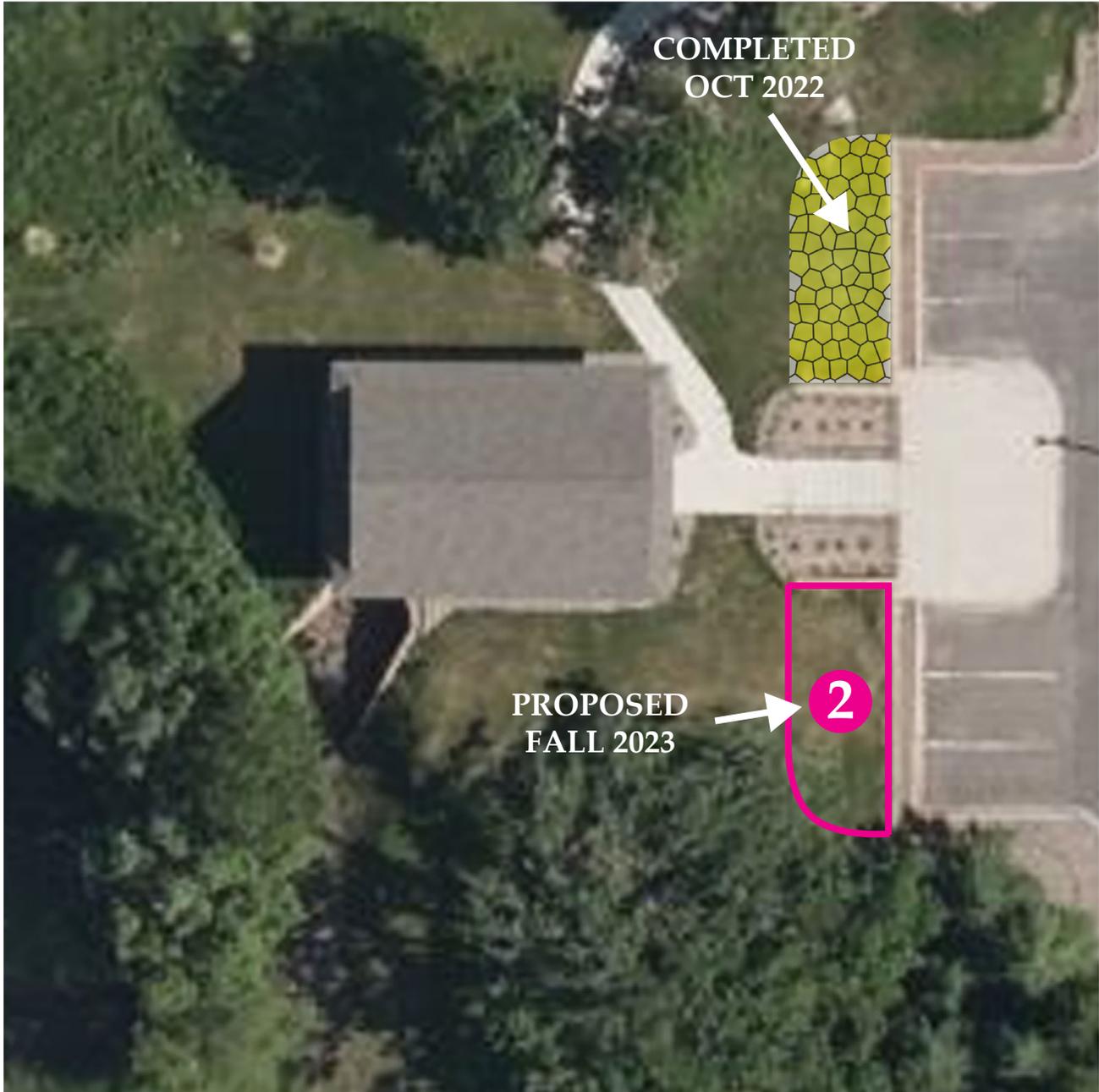
G. Total Annual Budget for Organization (WBLAHS)

\$450



White Bear Township Historic Townhall Pollinator Garden Project

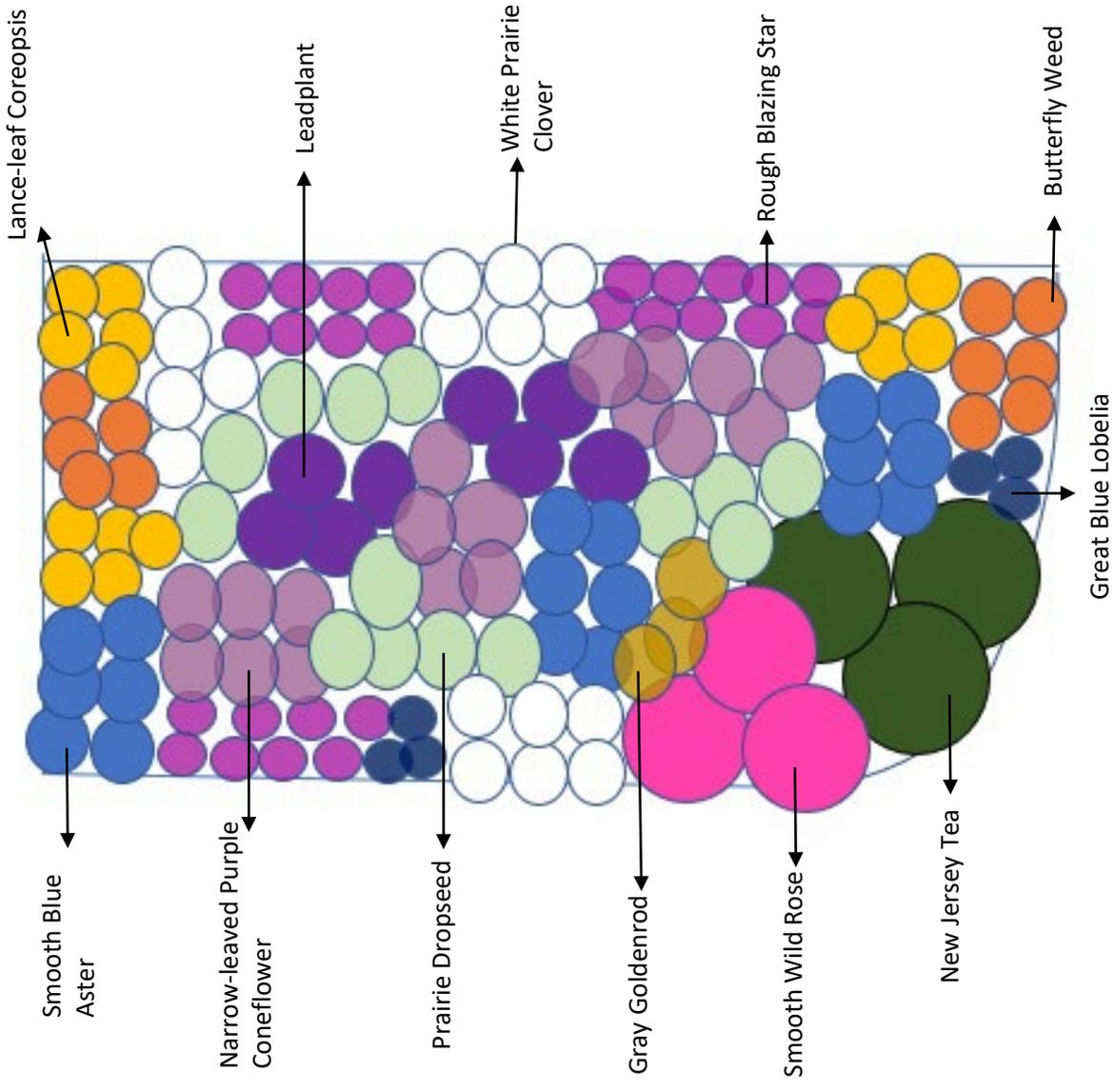
Location Options



Project Partners:



Planting Plan				
Qty	Latin Name	Common Name	Size	Spacing (ft)
11	<i>Asclepias tuberosa</i>	Butterfly Weed	2" Plug	1.5
15	<i>Coreopsis lanceolata</i>	Lance-leaf Coreopsis	2" Plug	1
26	<i>Liatris aspera</i>	Rough Blazing Star	2" Plug	1
17	<i>Dalea candida</i>	White Prairie Clover	2" Plug	1
6	<i>Lobelia siphilitica</i>	Great Blue Lobelia	2" Plug	1
8	<i>Amorpha canescens</i>	Leadplant	3.5" Pot	2
18	<i>Aster laevis</i>	Smooth Blue Aster	2" Plug	1
18	<i>Echinacea angustifolia</i>	Narrow-leaved Purple Coneflower	2" Plug	1
14	<i>Sporobolus heterolepis</i>	Prairie Dropseed	2" Plug	2
3	<i>Solidago nemoralis</i>	Gray Goldenrod	2" Plug	1
3	<i>Rosa blanda</i>	Smooth Wild Rose	#1 Cont.	2
3	<i>Ceanothus americanus</i>	New Jersey Tea	3.5" pot	3
142	Total Plants			



Out Back Nursery
Hastings, MN 55033

15280 110th St South
651-438-2771

Container

Scientific Name	Common Name	Size	Price	QTY.	\$ Sub Tot.
<i>Asclepias tuberosa</i>	Butterfly Milkweed	3" / 4" pot	\$ 6.50	8	\$ 60.00
<i>Coreopsis lanceolata</i>	Lance-leaf Coreopsis	1	\$ 9.95	12	\$ 125.00
<i>Liatris aspera</i>	Rough Blazingstar	1	\$ 9.95	26	\$ 265.00
<i>Petalostemon purpureum</i>	Purple Prairie Clover	1	\$ 9.95	17	\$ 175.00
<i>Lobelia siphilitica</i>	Great Blue Lobelia	1	\$ 9.95	2	\$ 25.00
<i>Amorpha canescens</i>	Leadplant	1	\$ 15.00	8	\$ 130.00
<i>Aster laevis</i>	Smooth Blue Aster	1	\$ 9.95	15	\$ 160.00
<i>Echinacea angustifolia</i>	Narrow-Leaf Coneflower	1	\$ 9.95	18	\$ 185.00
<i>Sporobolus heterolepis</i>	Prairie Dropseed Grass	1	\$ 9.95	14	\$ 145.00
<i>Rosa blanda</i>	Meadow/Smooth Wild Rose	1	\$ 13.75	3	\$ 48.00
<i>Ceanothus americanus</i>	New Jersey Tea	1	\$ 15.00	3	\$ 50.00
<i>Mulch</i>					\$ 300.00
<i>Bricks</i>					\$ 200.00
				TOTAL	\$ 1,868.00

V.A. WBLAHS Pollinator Garden 2

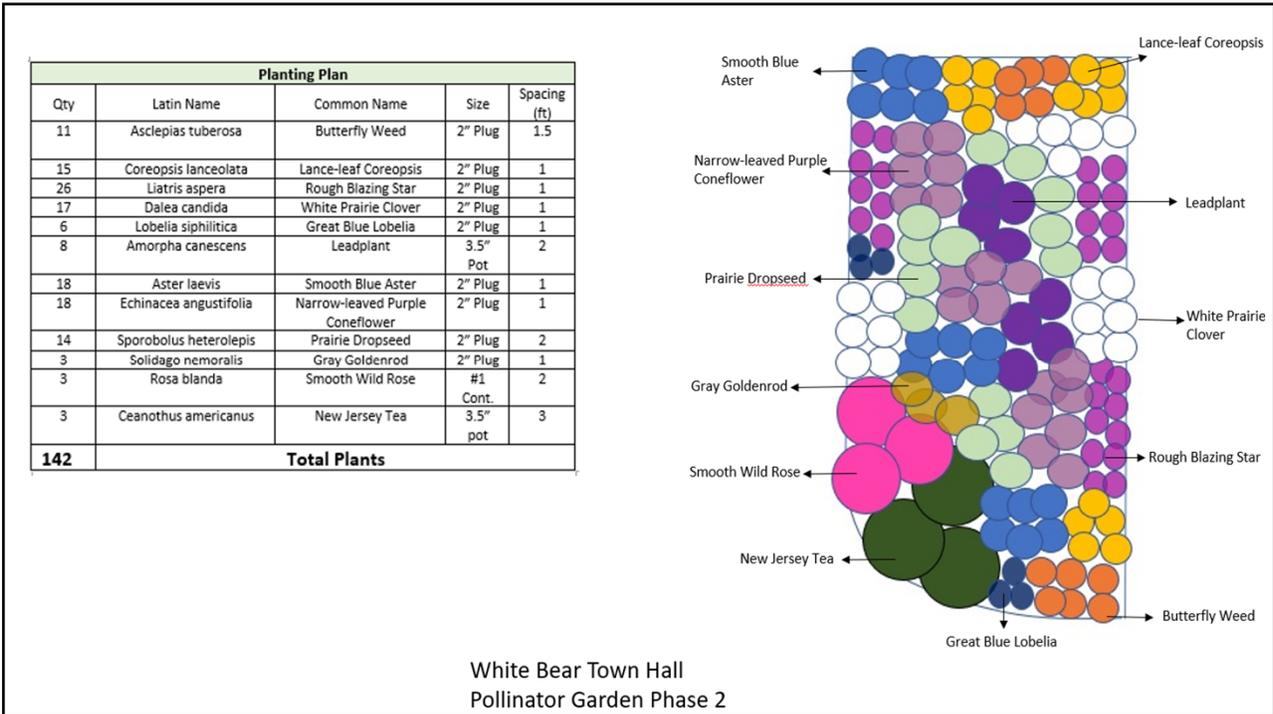
SHG 2023-03 Grant Application

Lauren Sampedro
TEC Meeting
9/13/2023



Soil Health Grant-Pollinator Garden





Schedule

	2023				2024			
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
1 Project Management/ Stakeholder Meetings								
Kickoff Meeting	★							
Project Management Team Meetings	●			●			●	
Individual Stakeholder Meetings (one mtg with Ramsey County and St. Paul Regional Water Services, two meetings with City of Vadnais Heights)		●	● ●		●			■
Bi-Weekly Check-In Phone Call with VLAWMO PM	■							
2 Data Collection and Analysis								
Collect and Review Existing Data		■						
3 Existing Condition and Proposed Conditions H & H Model Development								
Prepare Existing Conditions H & H Model		■						
Develop Proposed Conditions H & H and Water Quality Models					■			
4 Alternatives Design Analysis and Concept Plan Development								
Develop 5 BMP Alternatives for Further Analysis			■					
Develop Concept Plans for 3 BMPs					■			
Develop Cost Estimates, Water Quality Analysis, Modeling for 3 Concept Plans						■		
Conduct Feasibility Assessment for 3 Concept BMPs						■		
5 Summary of Permitting Considerations								
Review Permitting Requirements for 3 Concept BMPs						■		
6 Grant and Funding Opportunity Analysis								
Investigate and Summarize Grant and Funding Opportunities							■	
Evaluate Study Findings for Grant Eligibility and Criteria							■	
7 Final Report and Project Deliverables								
Development and Submittal of Final Report							■	
Presentation of Final Report and 3 Concept BMP Plan to Stakeholders								■

■ Work on task ■ Project/Task Completion or Deliverable