

BOARD OF DIRECTORS MEETING AGENDA

7:00 PM

October 25, 2023

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

 = requested Board action

- I. **Call to Order** Chair, Jim Lindner
- II. **Approval of Agenda** 
- III. **Approval of August 23, 2023 Board Meeting Minutes** 
- IV. **Visitors and Presentations**
 - A. TEC Report to the Board & Finance Report – October 2023– Terry Huntrods p. 21
 - B. Public Visitors – non-agenda items
- V. **Consent Agenda**  *Directors may request to move any item to business agenda for discussion*
 - A. Announcement of Annual Watershed Awards p. 22
 - B. Consider Capital Assets Policy p. 24
 - C. Consider Wilkinson Meander Feasibility Task Order p. 26
 - D. Consider LL1 2023-06 Wiens Raingardens Phase 1 p. 32
 - E. Consider Rotary Park MOU for Partnership Funding with City of White Bear Lake p. 34
 - F. Consider VLA WMO Audit Services p. 38
 - G. Consider 2024 Health Care Benefits Renewal p. 40
 - H. Update on Spent Lime Timing and City of WBL Project on Water Treatment Plant Closure p. 42
 - I. Update on Decision by MDH on CLP Treatment on Pleasant Lake p. 44
 - J. Website Update p. 48
 - K. Lambert/Biochar 319 Official Notification of Grant Closeout p. 50
 - L. Consider Buckthorn/Invasive Species Removal from North End of Wilkinson Project Area to Road to Support Optimal Project Function and Ongoing Maintenance Access p. 52
- VI. **Business**
 - A. **Projects and Studies**
 - 1. Update on Project Construction and Consideration of Contractor Payment for Wilkinson Deep Water Wetland Project- Dawn - 10 mins.  p. 54
 - 2. Update Presentation on Ditch Study North of Amelia Lake – Partnership with City of Lino Lakes - Brian - 10 mins. p. 68
 - B. **Administrative**
 - 1. Consider Approval of 2024 Storm Sewer Utility Certification Lists. Res.08-23 -Phil. 10 min 
p. 76
- VII. **Discussion/Administration Communication**
 - A. Update on Watershed Awards Nomination Process – Phil
- VIII. **Adjourn:** Next Regular Meeting: December 13, 2023

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MINUTES OF THE BOARD OF DIRECTORS – August 23, 2023 REGULAR BOARD MEETING

Attendance		Present	Absent
Jim Lindner, Chair	City of Gem Lake	x	
John Shuman	City of North Oaks	x	
Rob Rafferty	City of Lino Lakes	X	
Ed Prudhon	White Bear Township	x	
Dan Jones, Vice Chair	City of White Bear Lake	X	
Katherine Doll Kanne	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	
Lauren Sampedro	Watershed Tech & Program Coord.	x	

*= with prior notice

Others in attendance: Connie Taillon (City of White Bear Lake), Adam Nies (HEI Engineering), Terry Huntrods (VLAWMO TEC/City of White Bear Lake), Nick Arnt, Dona Arnt (Arnt Construction), Lauren Grouws (North Oaks Company)

I. Call to Order

The meeting was called to order at 7:00 pm by Chair Lindner.

II. Approval of Agenda

The agenda for the August 23rd, 2023 Board meeting was presented for approval.

A motion was made by Director Rafferty and seconded by Director Doll Kanne to approve the August Board meeting agenda. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Rafferty: aye, Jones: aye. Motion passed.

III. Approval of Minutes

The minutes from the June 28, 2023 Board meeting were placed on the agenda for approval, as presented. No comments from the Directors.

A motion was made by Director Shuman and seconded by Director Doll Kanne to approve the June 28th meeting minutes. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Rafferty: abstain, Jones: aye. Motion passed.

IV. Visitors and Presentations

A. TEC Report to the Board and June Finance Report

Terry Huntrods presented the August TEC report to Board as included in the August Board packet. Highlights included the Oak Knoll spent lime project that started as of 8/23/23, Wilkinson project bids have been received, and approximately 10,000 lbs of carp have been

removed from Pleasant Lake in 2023. A new VLAWMO website is also being assembled for a Fall 2023 release. New grant projects have been presented and the Board is invited to the August 24th 40th anniversary event.

Discussion: None

B. Public Visitors

None

V. Consent Agenda 

Chair Lindner asked if any Board members wished to speak on any of the consent agenda items, no requests were made from directors.

Consent agenda items on the agenda and included in the August Board packet were as follows:

- A. Consider Landscape Level 1 Grant Applications: 1) LL1 2023-04 ; 2) LL1 2023-05
- B. Consider RCD 13 agreement to transfer responsibility of Ditch maintenance to City of WBL
- C. Consider Carp revised scope of work
- D. Consider 2024-26 office lease with City of Vadnais Heights
- E. Consider biannual solicitation for auditing services
- F. Update on Spent Lime contact for construction /project communication
- G. Update on Aug 24th - 40th anniversary celebration event – Steph’s recognition
- H. Website Update
- I. CLP grant application for seed for wood wetland VH

Discussion: None

A motion was made by Director Jones and seconded by Director Rafferty to approve the consent agenda. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Rafferty: aye, Jones: aye. Motion passed.

VI. Business

A. Projects and Studies

1. Consider construction contract for Wilkinson Deep Water Wetland Project – Resolution 05-2023 

Dawn Tanner presented and introduced Lauren Grouws from North Oaks Company. Lauren Grouws provided a statement expressing the Company’s investment in the project, highlighting their additional contributions through independent consultants, and their ongoing partnership and facilitation with the Minnesota Land Trust.

Adam Nies from Houston Engineering was introduced. Tanner provided thanks for guests Adam, Nick Arnt, and Lauren Grouws.

Tanner presented the proposal to sign the contract and issue a notice to proceed. Tanner summarized the bid process from the summer of 2023 starting at the June Board approval

for authorization of the bid package. The pre-bid meeting took place on July 26th. 13 bids were received, and Arnt Construction company was the low bidder. HEI reviewed the bid quotes and provided a recommendation on August 11th, HEI also provided a 20-50% expanded footprint to maximize use of available project funds. The expanded footprint also increases the total phosphorus removal, benefiting the impact on Wilkinson Lake downstream. Tanner displayed a comparison of the original footprint and the expanded footprint as included in the August Board packet.

Tanner discussed the key current project steps including: issuing the notice of award, completing the contract, considering a change order for the possible project expansion following completion of the contract, construction mobilization to be completed by March 1, 2024, and vegetation establishment by July 1, 2024. Staff recommended approval of proposed board action as outlined in Resolution 05-2023.

Discussion:

Director Doll Kanne inquired about the grant amount and what it means for a 50% contingency. Tanner provided that the additional funds available are \$328,000 and with the proposed expansion, the project would still be below that.

A motion was made by Director Shuman and seconded by Director Jones to approve Resolution 05-2023. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Rafferty: abstain, Jones: aye. Motion passed.

RESOLUTION NO. 05-2023

Of the Vadnais Lake Area Water Management Organization (VLAWMO)

A RESOLUTION APPROVING THE FOLLOWING FOR THE WILKINSON LAKE DEEP WATER WETLAND RESTORATION PROJECT (Project): ACCEPTING HOUSTON ENGINEERING, INC. (HEI) RECOMMENDATION FROM BID PROCESS FOR CONTRACTOR, AUTHORIZE HEI TO ISSUE NOTICE OF AWARD FOR THE PROJECT, AUTHORIZE BOARD TO SIGN CONTRACT, AND AUTHORIZE HEI TO ISSUE THE NOTICE TO PROCEED ONCE ALL CONTRACT ITEMS AND ASSOCIATED DOCUMENTATION IS COMPLETE

Resolution 05-2023 was moved by Director Shuman and seconded by Director Jones.

WHEREAS, in 2013, VLAWMO led coordination of the MS4 entities in development of the Vadnais Lake Area WMO Total Maximum Daily Load (TMDL) and Protection Study, and 2014 Implementation Plan that included Wilkinson Lake;

WHEREAS, load reductions required to meet the TMDL are high and regional multipurpose projects are necessary to meet water-quality goals and improve Wilkinson Lake;

WHEREAS, Wilkinson Lake BMPs are identified within the implementation section of the of the approved VLAWMO Watershed Management Plan (2017-2026), funding has been planned for these years, and load reductions in Wilkinson Lake remain a high priority;

WHEREAS, priority locations for BMPs have been identified from multiple feasibility studies leading toward development of the current project and identified the current proposed, which is strategically located to treat the maximum area of upstream watershed before discharge into Wilkinson Lake, including receiving stormwater from five of the seven TMDL identified responsible parties for MS4 reductions (White Bear Township, City of White Bear Lake, North Oaks, Ramsey County, and MnDOT);

WHEREAS, in 2019, the VLAWMO Board of Directors (“Board”) participated in the in-person interview as part of the MPCA selection process for the 319/small priority watershed grant program and authorized approval of VLAWMO’s selection as a small priority watershed for 319 grant funding;

WHEREAS, in 2020/2021, the Board authorized submission to MPCA/EPA following final approval by MPCA of the Nine Key Element document (NKE) which was prepared by VLAWMO staff with coordination from MPCA;

WHEREAS, in 2021, the Board authorized the Memorandum of Understanding (MOU) and Maintenance Agreement with North Oaks Company/North Oaks Farms (NOC/NOF) for the Wilkinson BMP Project and location in North Oaks that is property of NOF;

WHEREAS, in 2021, the Board authorized the partner grant that St. Paul Regional Water Services (SPRWS) authored with VLAWMO staff to the Minnesota Department of Health to match funds in VLAWMO’s Wilkinson subwatershed budget for a total cost of \$20,000 (\$10,000 in grant funds and \$10,000 in cash match) to continue preparation for the Wilkinson BMP Project, and VLAWMO has used those funds to develop and secure an easement, including engineering support, legal guidance, and property boundary survey for the Project;

WHEREAS, in 2021, the Board authorized the Project Workplan and Budget for the current grant round of funding, understanding that the total project budget is \$534,510 (\$320,706 in grant funds and \$213,804 in cash match);

WHEREAS, the Minnesota Land Trust, NOC/NOF, and VLAWMO signed the proposed project easement (February 2022), which was reviewed by VLAWMO legal counsel for access to the project site for construction and maintenance;

WHEREAS, the MPCA and VLAWMO signed the project grant agreement, which contractually binds VLAWMO to implementation of the Project utilizing funding from 60% grant funds and 40% local cash match (February 2022);

WHEREAS, the Board authorized the RFP for engineering and hired Houston Engineering, Inc. (HEI), to design, complete permitting, go out for bid, and supervise construction in June 2022;

WHEREAS, HEI has worked with VLAWMO, MLT, and NOC to complete design, permitting, public engagement, and produced a final design with bid package as submitted to the Board in June 2023;

WHEREAS, the Board has reviewed the plans and specifications for the Project;

WHEREAS, the Supplemental Agreement, which has been review and approved by NOC/NOF, serves as the cooperative agreement contemplated in the previous MOU for construction of the Project;

WHEREAS, the Board authorized HEI to conduct the bid process through Quest CDN at the regular meeting on June 28, 2023;

WHEREAS, HEI advertised the bid through Quest CDN, a mandatory pre-bid meeting was held on July 26, 2023, attended by 17 contractors;

WHEREAS, the bid opening was held through Quest CDN on August 3, 2023;

WHEREAS, 13 bids were received, evaluated and references were checked by HEI, and HEI has provided a recommendation for Arnt Construction Company, Inc., at a project cost of \$151,026.25;

WHEREAS, HEI furthers recommend that an additional 20% of the contract (\$30,205.25) be budgeted as a contingency for potential change orders resulting from unforeseen conditions or omissions discovered as the project progresses;

WHEREAS, HEI also recommends authorizing VLAWMO staff working with HEI to negotiate with the contractor for an expanded excavation footprint. That additional footprint would entail an additional 20% – 50% of the contract (\$30,205.25 – \$75,513.13) for the expanded option. The resulting total potential project cost is \$211,436.75 – \$256,744.63 with both the contingency and the expanded footprint accounted for. The expanded footprint option may be accomplished through a change order once the contract is in place and is dependent on successful negotiations with the contractor regarding price and timeline.

NOW, THEREFORE, BE IT RESOLVED, by the Vadnais Lake Area Watershed Management Organization Board of Directors as follows. The Board:

1. Accepts the recommendation provided by HEI to approve awarding the contract for the Wilkinson Deep-Water Wetland Project to Arnt Construction Company, Inc., at a project cost of \$151,026.25
2. Authorizes the Board Chair to sign and HEI to transmit the Notice of Award, and the Board Chair to sign the construction contract when advised by HEI
3. Authorizes the VLAWMO Administrator to sign and HEI to issue the Notice to Proceed to Arnt Construction Company, Inc. once all contract items and associated documentation is complete,
4. Authorizes VLAWMO staff to work through HEI to attempt to negotiate and finalize the expanded footprint option through a change order once the contract is in place and authorizes VLAWMO staff to manage the expanded footprint project with an additional 20% - 50% of project cost (\$30,205.25 - \$75,513.13)
5. Authorizes an additional 20% of the contract (\$30,205.25) as contingency per HEI recommendation for other potential change orders (not including expanded footprint) from unforeseen conditions or omissions.

Adopted this 23rd day of August 2023 on a vote of 5 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
Dan Jones	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Prudhon	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Rob Rafferty	<input type="checkbox"/>	<input type="checkbox"/>	Abstain
John Shuman	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Katherine Doll Kanne	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Lindner	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>

BY THE VLAWMO BOARD

Chairperson

Attest: _____
Administrator

2. Consider contract with SRF for development of the East Vadnais Lake Subwatershed Resiliency Study – Resolution 06-2023 🦉

Sampedro introduced the agenda item as presented in the August Board packet. Four proposals were received for the East Vadnais Lake Subwatershed Resiliency Study and all project partners participated in the scoring process. The top score was for SRF Consulting Group’s proposal and staff recommended their proposal. The proposal utilized their knowledge from the Ramsey County flood feasibility study and went above and beyond the request for services with the identification of six potential BMP opportunities.

Staff recommend adoption of Resolution 06-2023.

Discussion:

Chair Lindner asked about whether there’s been any recent troubles at this intersection this year. Sampedro confirmed that this year hasn’t seen any significant problems but they did occur in 2022.

A motion was made by Director Prudhon and seconded by Director Doll Kanne to adopt Resolution 06-2023. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Rafferty: aye, Jones: aye. Motion passed.

**RESOLUTION NO. 06-2023
of the Vadnais Lake Area Water Management Organization (VLAWMO)**

A RESOLUTION APPROVING SELECTION OF SRF CONSULTING GROUP FOR DEVELOPMENT OF THE EAST VADNAIS LAKE SUBWATERSHED RESILIENCY STUDY; AUTHORIZING PROFESSIONAL ENGINEERING SERVICES AGREEMENT, APPROVING TASK ORDER 1 IN THE AMOUNT OF \$69,722, AND AUTHORIZING STUDY CONTINGENCY

Resolution 06-2023 was moved by Director Prudhon and seconded by Director Doll Kanne.

WHEREAS, East Vadnais Lake is used as a primary reservoir for the Saint Paul Regional Water Services (SPRWS) and serves as the drinking water source for approximately 450,000 people;

WHEREAS, the East Vadnais Lake subwatershed experiences chronic flooding during intense precipitation events that may be exacerbated with projected climate change impacts;

WHEREAS, the VLAWMO Board authorized participation in the development of a resiliency study for the East Vadnais Lake subwatershed in partnership with the City of Vadnais Heights, Ramsey County, and SPRWS on April 26, 2023;

WHEREAS, a resiliency study would evaluate opportunities in the East Vadnais Lake subwatershed to reduce flooding and stormwater volume, improve water quality, and protect drinking water for a more resilient subwatershed, consistent with the goals of Minnesota’s Climate Action Framework;

WHEREAS, VLAWMO, the City of Vadnais Heights, Ramsey County, and SPRWS have signed a MOU to share the professional services costs associated with the development of a resiliency study;

WHEREAS, the VLAWMO Board authorized the release of a Request for Services to engineering consulting firms for the receipt of resiliency study proposals on June 28, 2023;

WHEREAS, VLAWMO received four East Vadnais Lake subwatershed resiliency study proposals on July 27, 2023;

WHEREAS, staff from VLAWMO, the City of Vadnais Heights, Ramsey County, and SPRWS scored the proposals received, and as an outcome of this scoring, the average proposal rankings recommended the selection of SRF Consulting Group’s proposal for the development of the East Vadnais Lake subwatershed resiliency study;

WHEREAS, SRF Consulting Group’s proposal identified a study cost estimate of \$65,500; WHEREAS, the SRF proposal also included an optional task of field survey work that staff would recommend adding to the scope of work that would increase the cost estimate to a total of \$69,722;

WHEREAS, VLAWMO staff also recommend approval of a 10% contingency to cover unforeseen conditions during the completion of the study, not to exceed \$6,972.

THEREFORE, BE IT RESOLVED, that the Vadnais Lake Area Watershed Management Organization Board of Directors hereby:

- 1) Approves execution of the attached Professional Engineering Services Agreement with SRF Consulting Group and authorize the Board Chair and Administrator to sign;
- 2) Approves execution of the attached Task Order 1 to select SRF Consulting Group and authorize the Board Chair and Administrator to sign for the total price of \$69,722; and

- 3) Authorizes Administrator to sign change orders increasing the task order price in an aggregate net amount not exceeding 10% (\$6,972).

Adopted this 23rd day of August 2023 on a vote of 6 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
Dan Jones	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Prudhon	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Rob Rafferty	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
John Shuman	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Katherine Doll Kanne	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Lindner	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>

BY THE VLAWMO BOARD

Chairperson

Attest: _____
Administrator

B. Administrative

1. Consider 2024 SSU rates – Resolution 07-2023 

Administrator Belfiori introduced the agenda item as included in the August Board packet. He noted that the proposed SSU rate is based on the budget that was approved at the June 2023 Board meeting. Certified for the 2024 SSU charge is a rate of \$64.56/unit. Administrator Belfiori displayed a visual of watershed storm water utility charges between VLAWMO and other nearby watershed districts in the Twin Cities metro, noting that VLAWMO’s rate is lower than other watersheds. He also noted that VLAWMO utilizes a charge while other watersheds utilize a property tax levy. The timeline for the SSU rates continues to the October Board meeting to approve the parcels to be certified. The parcels must be certified and submitted to Ramsey County by November 30th.

Discussion:

Chair Lindner asked about how the actions tonight connect to the next steps in certifying the SSU. Administrator Belfiori confirmed that the link provided in the packet for this agenda item lists the new developments that appeared since the last SSU charge. He noted that the charge is always based on how much runoff the property generates.

Director Rafferty asked about how churches and cemeteries fit in. Administrator Belfiori confirmed that churches are considered under the institutional classification. He noted that vacant land, railroad, and right of way public waters are exempt. Administrator Belfiori noted that he will investigate and follow-up with insight on cemeteries.

A motion was made by Director Jones and seconded by Director Rafferty to approve Resolution 07-2023. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Rafferty: aye, Jones: aye. Motion passed.

**RESOLUTION NO. 07-2023
Of the Vadnais Lake Area Water Management Organization (VLAWMO)**

A RESOLUTION APPROVING THE STORMSEWER UTILITY RATES FOR 2024.

Resolution 07-2023 was moved by Director __ Jones __ and second by Director __ Rafferty __.

WHEREAS, the 2024 Budget of the Vadnais Lake Area Water Management Organization (VLAWMO) has been approved by the VLAWMO Board of Directors and

WHEREAS, Storm Sewer Utility (SSU) Rule of the Vadnais Lake Area Water Management Organization, has been applied to the properties within the boundary,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION, The SSU Rates for 2024 will be as follows:

Classification	Total Amount	R. E. F.	Rate
Residential 1-3 Units	\$675,814.08	1.00	\$64.56/ Unit
Residential 4 or more Units	\$47,253.50	2.72	\$93.48/ Acre
Commercial	\$160,865.99	4.23	\$93.48/ Acre
Industrial	\$143,712.52	3.30	\$93.48/ Acre
Institutional	\$100,057.50	3.30	\$93.48/ Acre
Golf Courses	\$15,376.00	0.74	\$93.48/ Acre
Agricultural	\$9,357.26	0.25	\$93.48/ 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	\$1,152,436.85		

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>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ed Prudhon</i>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>Rob Rafferty</i>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>John Shuman</i>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>Katherine Doll Kanne</i>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>Jim Lindner</i>	X	<input type="checkbox"/>	<input type="checkbox"/>

_____ Board Chair Date

_____ Attest Date

VII. Discussion and Administration Communication

1. August 24th VLAWMO 40th Anniversary Event

Voss thanked Chair Lindner, Administrator Belfiori, and previous Administrator Stephanie McNamara for being in the VLAWMO 40th anniversary reflection video. He also shared the 40th anniversary celebration webpage on the VLAWMO website. He discussed the schedule for the anniversary celebration event on August 24, 2023 and asked Directors to consider their thoughts or memories of Stephanie McNamara that they would like to share if in attendance for the event.

VIII. Adjourn

A motion was made by Director Rafferty and seconded by Director Jones to adjourn at 7:38 pm. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Prudhon: aye, Rafferty: aye, Jones: aye. Motion passed.

Minutes compiled and submitted by Nick Voss.

VLAWMO Finance Summary: October 2023

Oct-23		Actual 10/1/23	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	\$4,650	\$38,024	\$1,000	\$0	(\$37,024)	\$1,000	3802%
5.14	Misc. income - WCA admin & other	\$19,284	\$50,281	\$3,000	\$0	(\$47,281)	\$3,000	1676%
5.15	Other Income Grants/loan	\$28,344	\$98,037	\$385,284	\$0	\$287,247	\$385,284	25%
5.16	Transfer from reserves	\$0	\$0	\$294,364	\$231,999	\$526,363	\$526,363	0%
	TOTAL	\$52,279	\$778,983	\$1,774,735	\$231,999	\$1,227,751	\$2,006,734	44%
EXPENSES								
3.1	Operations & Administration							
3.110	Office - rent, copies, post tel supplies	\$2,095	\$19,176	\$28,181	\$0	\$9,005	\$28,181	68%
3.120	Information Systems	\$1,439	\$14,109	\$33,300	\$0	\$19,191	\$33,300	42%
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	\$307	\$594	\$1,500	\$0	\$906	\$1,500	40%
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	\$5,253	\$9,556	\$15,000	\$0	\$5,444	\$15,000	64%
3.160	Training (staff/board)	\$625	\$9,734	\$13,250	\$0	\$3,516	\$13,250	73%
3.170	Misc. & mileage	\$612	\$2,631	\$6,300	\$0	\$3,669	\$6,300	42%
3.191	Administration - staff	\$47,105	\$312,143	\$422,353	\$0	\$110,210	\$422,353	74%
3.192	Employer Liability	\$11,854	\$89,499	\$122,428	\$0	\$32,929	\$122,428	73%
3.2	Monitoring and Studies							
3.210	Lake and Creek lab analysis	\$3,155	\$11,182	\$18,000	\$0	\$6,818	\$18,000	62%
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	\$0	\$2,359	\$6,000	\$0	\$3,641	\$6,000	39%
3.320	Marketing	\$6,077	\$10,323	\$15,000	\$9,500	\$14,177	\$24,500	42%
3.330	Community Blue Ed Grant	\$2,950	\$4,450	\$8,000	\$0	\$3,550	\$8,000	56%
<i>Total Core functions: Ops, Monitoring, Education</i>		\$81,472	\$510,228	\$754,883	\$40,500	\$285,155	\$795,383	64%
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	\$0	\$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	\$2,795	\$22,580	\$92,500	\$0	\$69,920	\$92,500	24%
3.430	Birch Lake	\$0	\$1,710	\$20,000	\$0	\$18,290	\$20,000	9%
3.440	Gilf Black Tam Wilk Amelia	\$39,819	\$129,150	\$157,500	\$43,000	\$71,350	\$200,500	64%
3.450	Pleasant Charley Deep	\$0	\$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	\$1,250	\$3,157	\$8,000	\$0	\$4,843	\$8,000	39%
3.481	Landscape 1	\$5,000	\$10,000	\$30,000	\$6,263	\$26,263	\$36,263	28%
3.482	Landscape 2/BWSR WBF	\$0	\$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.	\$60	\$13,989	\$90,000	\$37,600	\$113,611	\$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>	\$48,924	\$251,509	\$634,568	\$191,499	\$574,558	\$826,067	30%
	Total of Core Operations & CIP	\$130,395	\$761,737	\$1,389,451	\$231,999	\$859,713	\$1,621,450	47%

Fund Balance	9/1/2023	10/1/2023
4M Account	\$846,426	\$798,045
4M Plus Savings	\$235,924	\$236,964
Total	\$1,082,350	\$1,035,009

Restricted funds		10/1/2023
Mitigation Savings		\$21,018
Term Series		\$300,000

Vadnais Lake Area Water Management Organization
Check Detail

12:54 PM

10/03/2023

September 14 through October 11, 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	eft	10/03/2023	US Bank		Checking - 1987		-44.02
				3.142 · Bookkeeping help		-44.02	44.02
TOTAL						-44.02	44.02
Check	5632	10/11/2023	Dawn Tanner		Checking - 1987		-171.88
				3.170 · Misc. & mileage		-171.88	171.88
TOTAL						-171.88	171.88
Check	5633	10/11/2023	Brian Corcoran		Checking - 1987		-199.12
				3.170 · Misc. & mileage		-199.12	199.12
TOTAL						-199.12	199.12
Check	5634	10/11/2023	Lauren Sampedro		Checking - 1987		-70.09
				3.170 · Misc. & mileage		-70.09	70.09
TOTAL						-70.09	70.09
Check	5635	10/11/2023	Nicholas Voss		Checking - 1987		-54.37
				3.170 · Misc. & mileage		-54.37	54.37
TOTAL						-54.37	54.37
Check	5636	10/11/2023	Phil Belfiori		Checking - 1987		-65.50
				3.170 · Misc. & mileage		-65.50	65.50
TOTAL						-65.50	65.50
Check	5637	10/11/2023	RMB Environmental Laboratories, Inc.		Checking - 1987		-3,155.00
				3.210 · Lake & Creek lab analysis		-343.00	343.00
				3.210 · Lake & Creek lab analysis		-804.00	804.00
				3.210 · Lake & Creek lab analysis		-55.00	55.00
				3.210 · Lake & Creek lab analysis		-343.00	343.00
				3.210 · Lake & Creek lab analysis		-804.00	804.00
				3.210 · Lake & Creek lab analysis		-55.00	55.00
				3.210 · Lake & Creek lab analysis		-353.00	353.00
				3.210 · Lake & Creek lab analysis		-343.00	343.00
				3.210 · Lake & Creek lab analysis		-55.00	55.00
TOTAL						-3,155.00	3,155.00
Check	5638	10/11/2023	Resilience Resources LLC		Checking - 1987		-1,344.00
				3.150 · Storm Sewer Utility		-1,344.00	1,344.00
TOTAL						-1,344.00	1,344.00
Check	5639	10/11/2023	Metro - Inet		Checking - 1987		-1,439.00
				IT Support		-1,439.00	1,439.00

TOTAL					-1,439.00	1,439.00
	Check	5640	10/11/2023 Tracy McCarthy	Checking - 1987		-1,250.00
				3.480 · Soil Health Grant	-1,250.00	1,250.00
TOTAL					<u>-1,250.00</u>	<u>1,250.00</u>
	Check	5641	10/11/2023 Lori Olinger	Checking - 1987		-5,000.00
				3.481 · Landscape 1 - cost-share	-5,000.00	5,000.00
TOTAL					<u>-5,000.00</u>	<u>5,000.00</u>
	Check	5642	10/11/2023 Ehlers & Associates, Inc.	Checking - 1987		-3,908.75
				3.150 · Storm Sewer Utility	-3,908.75	3,908.75
TOTAL					<u>-3,908.75</u>	<u>3,908.75</u>
	Check	5643	10/11/2023 Houston Engineering, Inc	Checking - 1987		-28,344.26
				Wilkinson 319 grant 320705.50	-28,344.26	28,344.26
TOTAL					<u>-28,344.26</u>	<u>28,344.26</u>
	Check	5644	10/11/2023 City of White Bear Lake	Checking - 1987		-58,646.61
				payroll	-47,104.91	47,104.91
				Administration FICA	-3,484.14	3,484.14
				Administration PERA	-3,532.86	3,532.86
				Insurance Benefit	-4,479.78	4,479.78
				Admin payroll processing	-44.92	44.92
TOTAL					<u>-58,646.61</u>	<u>58,646.61</u>
	Check	5645	10/11/2023 CliftonLarsonAllen	Checking - 1987		-262.50
				3.142 · Bookkeeping help	-262.50	262.50
TOTAL					<u>-262.50</u>	<u>262.50</u>
	Check	5646	10/11/2023 City of Vadnais Heights	Checking - 1987		-2,095.36
				Rent	-1,715.00	1,715.00
				Phone/Internet/Machine Overhead	-305.00	305.00
				Postage	-35.01	35.01
				Copies	-40.35	40.35
TOTAL					<u>-2,095.36</u>	<u>2,095.36</u>
	Check	5647	10/11/2023 Bolton & Menk	Checking - 1987		-2,950.00
				3.330 · Community Blue Education Grant	-2,950.00	2,950.00
TOTAL					<u>-2,950.00</u>	<u>2,950.00</u>
	Check	5648	10/11/2023 BWSR	Checking - 1987		-225.00
				3.160 · Training (staff/board)	-225.00	225.00
TOTAL					<u>-225.00</u>	<u>225.00</u>
	Check	5649	10/11/2023 HDR Engineering, Inc.	Checking - 1987		-5,805.75

			3.320 · Marketing	-5,805.75	5,805.75
TOTAL				<u>-5,805.75</u>	<u>5,805.75</u>
	Check 5650	10/11/2023 Barr Engineering Co	Checking - 1987		-14,269.54
			3.440 · Gilfillan Black Tamarack Wilkin	-720.00	720.00
			3.425 · Goose Lake	-1,600.00	1,600.00
			Oak Knoll	-1,195.00	1,195.00
			3.440 · Gilfillan Black Tamarack Wilkin	-10,754.54	10,754.54
TOTAL				<u>-14,269.54</u>	<u>14,269.54</u>
	Check 5651	09/18/2023 Reliance Standard	Checking - 1987		-312.17
			Insurance Benefit	-91.50	91.50
			Insurance Benefit	-220.67	220.67
TOTAL				<u>-312.17</u>	<u>312.17</u>

Vadnais Lake Area Water Management Organizatio
Profit & Loss
September 14 through October 11, 2023

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10/03/2023

Cash Basis

Sep 14 - Oct 11, 23

Ordinary Income/Expense	
Income	
Misc.	19,284.48
5.1 · Income	
5.13 · Interest	4,650.15
Total 5.1 · Income	4,650.15
6.6.6 · Grants	28,344.26
Total Income	52,278.89
Gross Profit	52,278.89
Expense	
3.1 · Administrative/Operations	
3.110 · Office	
Copies	40.35
Phone/Internet/Machine Overhead	305.00
Postage	35.01
Rent	1,715.00
Total 3.110 · Office	2,095.36
3.120 · Information Systems	
IT Support	1,439.00
Total 3.120 · Information Systems	1,439.00
3.142 · Bookkeeping help	306.52
3.150 · Storm Sewer Utility	5,252.75
3.160 · Training (staff/board)	625.07
3.170 · Misc. & mileage	612.37
3.191 · Employee Payroll	
payroll	47,104.91
Total 3.191 · Employee Payroll	47,104.91
3.192 · Employer Liabilities	
Admin payroll processing	44.92
Administration FICA	3,484.14
Administration PERA	3,532.86
Insurance Benefit	4,791.95
Total 3.192 · Employer Liabilities	11,853.87
Total 3.1 · Administrative/Operations	69,289.85
3.2 · Monitoring and Studies	
3.210 · Lake & Creek lab analysis	3,155.00
Total 3.2 · Monitoring and Studies	3,155.00
3.3 · Education and Outreach	
3.320 · Marketing	6,076.98
3.330 · Community Blue Education Grant	2,950.00
Total 3.3 · Education and Outreach	9,026.98
3.4 · Capital Imp. Projects/Programs	

3.425 · Goose Lake	
Oak Knoll	1,195.00
3.425 · Goose Lake - Other	1,600.00
	<hr/>
Total 3.425 · Goose Lake	2,795.00
3.440 · Gilfillan Black Tamarack Wilkin	
Wilkinson 319 grant 320705.50	28,344.26
3.440 · Gilfillan Black Tamarack Wilkin - Other	11,474.54
	<hr/>
Total 3.440 · Gilfillan Black Tamarack Wilkin	39,818.80
	<hr/>
Total 3.4 · Capital Imp. Projects/Programs	42,613.80
3.48 · Programs	
3.480 · Soil Health Grant	1,250.00
3.481 · Landscape 1 - cost-share	5,000.00
3.485 · Facilities & Maintenance	59.85
	<hr/>
Total 3.48 · Programs	6,309.85
	<hr/>
Total Expense	130,395.48
	<hr/>
Net Ordinary Income	-78,116.59
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Net Income	-78,116.59
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Vadnais Lake Area Water Management Organization

Custom Transaction Detail Report

August 1 through October 1, 2023

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10/03/2023
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Credit Card Charge	08/02/2023		Google*SV/CAPPS_VLAWM		US Bank CC	✓ WEB		42.00	42.00
Credit Card Charge	08/10/2023		ATS	carp transmitters	US Bank CC	✓ 3.450 - Pleasant Charley Deep		1,020.00	1,062.00
Credit Card Charge	08/14/2023		field environmental instruments Inc	pH meter	US Bank CC	✓ Oak Knoll		325.00	1,387.00
Credit Card Charge	08/16/2023		Office Max	40th event signs	US Bank CC	✓ 3.310 - Public Education		112.79	1,499.79
Transfer	08/21/2023			Funds Transfer	US Bank CC	✓ Checking - 1987		-1,039.09	460.70
Credit Card Charge	08/23/2023		Prairie Moon Nursery	wilkinson seed	US Bank CC	✓ 3.440 - Giffilian Black Tamarack Wilkin		286.94	747.64
Credit Card Charge	08/25/2023		Adobe "Creative Cloud		US Bank CC	✓ Software		32.20	779.84
Credit Card Charge	08/30/2023		Office Max	oak knoll signs	US Bank CC	✓ 3.310 - Public Education		83.71	863.55
Credit Card Charge	08/31/2023		University of Minnesota	lauren WRC 2023	US Bank CC	✓ 3.160 - Training (staff/board)		300.00	1,163.55
Credit Card Charge	09/04/2023		Google*SV/CAPPS_VLAWM		US Bank CC	✓ WEB		42.00	1,205.55
Credit Card Charge	09/05/2023		POND5	pictures	US Bank CC	3.320 - Marketing		3.40	1,208.95
Credit Card Charge	09/07/2023		EDCO	sandblasted	US Bank CC	3.320 - Marketing		129.15	1,338.10
Credit Card Charge	09/08/2023		adobe "photography plan		US Bank CC	✓ Software		9.99	1,348.09
Credit Card Charge	09/11/2023		Prairie Moon Nursery	wilkinson seed	US Bank CC	3.440 - Giffilian Black Tamarack Wilkin		760.87	2,108.96
Credit Card Charge	09/14/2023		Ace Hardware	mulch remnant	US Bank CC	3.485 - Facilities & Maintenance		17.91	2,126.87
Credit Card Charge	09/15/2023		Eventlry	white bear township	US Bank CC	3.320 - Marketing		74.72	2,201.59
Credit Card Charge	09/20/2023		POND5	pictures	US Bank CC	3.320 - Marketing		5.00	2,206.59
Credit Card Charge	09/20/2023		Arrowwood Resort & Conference Center	Dawn MAWID	US Bank CC	3.160 - Training (staff/board)		172.57	2,379.16
Credit Card Charge	09/21/2023		Ace Hardware	gloves for workday	US Bank CC	3.485 - Facilities & Maintenance		41.94	2,421.10
Credit Card Charge	09/22/2023		Fresh Thyme	ICWC crew snacks	US Bank CC	3.170 - Misc. & mileage		33.94	2,455.04
Credit Card Charge	09/22/2023		jersey mikes	ICWC food	US Bank CC	3.320 - Marketing		115.12	2,570.16
Credit Card Charge	09/27/2023		Craggins	Hotel during BWSR Academy - Nick 2023	US Bank CC	3.160 - Training (staff/board)		227.50	2,797.66
Credit Card Charge	09/29/2023		Fresh Thyme	ICWC crew snacks	US Bank CC	3.170 - Misc. & mileage		17.47	2,815.13
Credit Card Charge	09/29/2023		jersey mikes	ICWC food	US Bank CC	3.320 - Marketing		76.39	2,891.52
								2,891.52	2,891.52

**TEC Report to the Board
October 2023**

Programs & Projects	Effort Level	Completion Date	Comments	Administration & Operation						
	LOW			Audit	2023	RFP process completed on Sept. 27. Board will consider two year auditing proposal at the Oct. 25 Board meeting.				
	MED					Budget	for 2024 budget	VLAWMO Board approved 2024 budget at June 28 meeting. Working /2023 carryover budget will be considered at the Dec. Board meeting.		
	HIGH							Personnel /HR	ongoing	Mid year review and discussion on employee work objectives complete
319 Biochar			Final report and grant close-out complete. Close-out confirmation provided by MPCA.							
Oak Knoll Pond/Wood Lake		ongoing	Project paused due to City of WBL water treatment plant maintenance; restart date extended from Oct. 2 to Oct. 23 by the City.							
Public Ditch Maintenance		ongoing	Fall downed tree inhibiting flow maintenance planned for later in fall as weather permits							
MPCA 319 /Wilkinson Lake BMP		2021-24	Construction nearly completed; HEI overseeing punchlist items.							
Pleasant Lake Carp Management		2022-28	Fall tasks underway to build a second barrier and implant active transmitters to replace ones that have exceeded battery life and are no longer functioning.							
Programs				FINANCIAL SUMMARY as of 10/1/2023						
City/Township MS4		Nov	Illicit discharge training video (Minimum Control Measure #3)							
Education/Outreach		Sept-Oct	VLAWMO 40th anniversary series concluded with White Bear Township Day on September 16. Annual Watershed Awards program launches for 2023 with the opening of nominations. Nominations are due November 1st.	4M Account (1.10)	4M Plus (1.23)	Total				
Website		Oct-Dec	Website renovation in final stage of developing content.	\$798,045	\$236,964	\$1,035,009				
WAV		June-Sept	Volunteer fall meeting is scheduled for October 10th. VLAWMO volunteer banquet shared with Tamarack Nature Center volunteers scheduled for December 13th. Adopt-a-Raingarden growth and success with 6 active public raingardens and pollinator plantings being maintained.							
Cost Share & BWSR WBIF		ongoing	Several cost share applications moving forward and site visits continue. Continuing to work on projects for the BWSR WBIF grant program with partners, such as a potential raingarden through a Vadnais Heights street reconstruction project and potential raingardens in the Birch Lake subwatershed. Funding for all grant programs are almost fully awarded for 2023.							
GIS		ongoing	Managing ESRI storage, updating the online GIS viewer as needed.							
Monitoring		ongoing	2023 season complete, end of year reports started							
WCA		ongoing	Administering WCA as needed.							

Budget Summary	Actual Expense YTD	2023 Budget "working"	Remaining in Budget	% YTD
Operations	\$510,288	\$795,383	\$285,095	64%
CIP	\$251,509	\$826,067	\$574,558	30%
Total	\$761,797	\$1,621,450	\$859,653	47%

To: VLAWMO Board of Directors
From: Nick Voss
Date: October 18, 2023
Re: **V. A.:** Announcement of Annual Watershed Awards



Fall is the time for watershed awards! We are excited to continue our growing tradition of thanking and acknowledging the community members that are advancing VLAWMO's mission in their communities. 2023 is the 5th year of the program.

TEC members, municipal partners and affiliates, and the general public are invited to partake in the nomination process.

Nominations are due November 1st, with the finalists to be voted on by the TEC at the November 8th, 2023 TEC meeting. The official announcement and celebration of this year's winners will occur at the December TEC and BOD meetings.

There are two award categories: Watershed Partner Award and Watershed Steward Award

Who's eligible to be nominated?

The Watershed Partner Award is for municipality, state, public school, or county staff operating within the VLAWMO watershed.

The Watershed Steward Award is for volunteers, businesses, neighborhood or lake associations, and community groups who have worked independently or with VLAWMO staff to improve water resources or community awareness on water.

What kinds of projects and efforts should be highlighted?

The Watershed Partner Award should highlight partnership with VLAWMO capital improvement projects, use of VLAWMO education or MS4 programming, success stories from carrying out a VLAWMO cost-share grant, initiative to reference and apply the VLAWMO water plan or water policy, or other efforts that show water resource leadership (to be reviewed by the TEC on a case by case basis).

Watershed Steward Award nominations should focus on initiative in education and outreach, outstanding volunteer efforts, carrying out a cost-share program in a publicly visible place or involving community in its installation or maintenance, and/or pioneering neighborhood or community programs that bring people into closer involvement and understanding with local water resources.

Find all the info, examples of past year award winners, and links to online nomination forms at VLAWMO.org/get-involved/awards.

Thank you for helping us celebrate the terrific water resource leaders right here in our community!

To: VLAWMO Board of Directors

From: Phil Belfiori, Administrator

Date: October 18, 2023

Re: Consent - **V. B.** Consideration of VLAWMO Capital Assets Policy

The purpose of the memo is to provide the VLAWMO Board with background and requested Board consideration of the VLAWMO Capital Assets Policy.

Background

As part of the 2022 Audit process, the auditors at CLA recommended development of a VLAWMO Board policy related to establishing a minimum cost (capitalization amount) that will be used to determine the capital assets that are to be recorded in VLAWMO's annual financial statements.

The attached VLAWMO Capital Asset Policy defines a capital asset as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. A useful life of infrastructure assets are 15 to 30 years and equipment is 5 to 7 years.

The Policy also lists the current capital assets based on the language with the policy. Based on this policy, there will be five capital assets for the 2023 audit which will be started in early 2024.

Recommendation

Staff recommends to approve the attached VLAWMO Capital Assets Policy.

Requested Board Action

Director _____ moves and Director _____ seconds to approve the VLAWMO Capital Assets Policy dated October 25, 2023 with non-materials changes.

VLAWMO Capital Assets Policy – For Oct 25, 2023 VLAWMO Board meeting

This accounting policy establishes the minimum cost (capitalization amount) that will be used to determine the capital assets that are to be recorded in VLAWMO's annual financial statements.

1. Definition

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined by the Organization as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year.

2. Capitalization method and procedure

Capital assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation.

Property, plant, and equipment of the Organization are depreciated using the straight-line method over the following estimated useful lives:

- Infrastructure 15 to 30 Years
- Equipment 5 to 7 Years

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

In cases of projects constructed on land owned by another partnering entity and where VLAWMO has taken on Board approved responsibility for project operation and maintenance, the useful life of that project would be capitalized based on the years of operation and maintenance of that documented responsibility.

3. List of VLAWMO Capital Assets per the 2022 Audit

- Infrastructure - Lambert Creek Flume Project
- Infrastructure -Whitaker Wetlands (15-Year Life)
- Equipment - Surveying Equipment (10-Year Life)

Two projects anticipated to be added to the list of VLAWMO Capital Assets in the next audit per this policy:

1. Biochar Filter Project – 10 year life
2. Wilkinson Deep Water Wetland – 10 year life

To: VLAWMO Board of Directors
From: Dawn Tanner and Phil Belfiori
Date: October 18, 2023
Re: **V. C.:** Consider Wilkinson Meander Feasibility Task Order

In preparation for the upcoming rounds of Small, Priority Watershed/319 funding with MPCA/EPA, VLAWMO is investigating project options, a subset of which is being selected from the pre-approved project table that is part of the Nine Key Element (NKE) document that was approved on April 20, 2021.

A project option for reduction in phosphorus loading to Wilkinson Lake is building a meander in what is now a straight-line ditch to recreate a more natural flow pattern, slow water movement, and allow pollutants and sediment to be filtered out prior to flowing into Wilkinson Lake.

SEH engineering prepared a task order to start evaluating the potential of a meander that would be location just north of the current Wilkinson deep-water wetland restoration and ending at approximately the boardwalk just to the south of Wilkinson Lake. The current straight-line ditch is quite similar in length to the ditch segment of Lambert Creek that was meandered as part of VLAWMO's recently completed and closed out 319 grant project. SEH was the engineering firm that designed and conducted oversight on the Lambert meander project, and the lead engineer from that project, Emily Jennings, prepared the current task order to determine initial feasibility of a meander project upstream from Wilkinson Lake.

Additional feasibility, geotechnical, and design work would follow this initial feasibility if the project is favorable for modeled load reductions and has partner and agency support.

Partner support has been stated from the landowner, North Oaks Company/North Oaks Farms. Partner coordination will continue as this feasibility proceeds. Minnesota Land Trust and other partners will also be consulted through the process.

Conducting this feasibility and continuing to investigation other potential projects will allow VLAWMO to be poised to bring the next project proposal to MPCA/EPA for funding in 2025, as scheduled in the Small, Priority Watershed Grant Program. VLAWMO is part of Group B, and the schedule for funding can be viewed here: <https://www.pca.state.mn.us/business-with-us/section-319-small-watersheds-focus>

The cost for the initial feasibility with SEH is \$14,240. Note that timing for completion of this task order by SEH may be adjusted due to additional preparation time that was needed to establish partner support and bring this task order to the VLAWMO Board. Likely, results of the task order will be brought to the Board at a Board meeting in early /mid 2024. This study has been anticipated and incorporated in the approved 2023 and 2024 VLAWMO budget.

Requested Action: VLAWMO staff request Board approval the attached task order with SEH for \$14,240 and authorize finalization of administrator signature to conduct an initial overview feasibility for a possible meander just upstream of Wilkinson Lake with nonmaterial changes. A contingency of 10% is requested to allow adaptive response if additional work can be completed that arises during the task order process.

Proposed Motion:

Director _____ moves and Director _____ seconds approval the attached task order with SEH for \$14,240 and authorize finalization of administrator signature to conduct an initial overview feasibility study for a possible meander just upstream of Wilkinson Lake with nonmaterial changes. A contingency of up to 10% (\$1,424) is requested to allow the Administrator to approve any necessary adaptive response if additional work can be completed that arises during the task order process.

Attachment: Task order from SEH

Draft SCOPE OF SERVICES

Task Order No. 2023-02 Vadnais Lakes Area WMO



Task Order Purpose: Investigate the potential for a meander project on the south side of Wilkinson Lake; flowing from the current deep-water wetland restoration project to the access road north of Wilkinson Lake (approximately 1,800-2,000 feet). Items to evaluate include:

- Feasibility analysis of a potential meander
- Concept level pathway(s) for the meander and associated preliminary cost(s) and estimated pollutant-load reduction for phosphorus and TSS for potential meander
- Preliminary discussion and outreach with permitting authorities to determine if such a project is likely to be supported if actively pursued by VLAWMO and partners

Professional Services Rendered:

- Data collection and review, including past studies and models, site visit via boardwalk access (downstream), site visit upstream, review of historical photography, and constructability discussion with SEH geotechnical engineers.
- Up to two concept design(s) for meander channel type, path, and cross section using wetland characteristics and landscape, as well as the overall drainage area and flow characteristics.
- Estimated pollutant-load reduction for phosphorus and TSS for potential meander using the typical wetland removal rates as published by the MPCA and assumptions based on the site and meander configuration.
- One meeting with permitting entities, including local project partners (including but not limited to North Oaks Company/North Oaks Farms and the Minnesota Land Trust.), MnDNR Area Hydrologist and USACE permit coordinator, as needed, to discuss the potential project and share concept design(s) to determine project support and feasibility of compliance.

Draft SCOPE OF SERVICES

Task Order No. 2023-02 Vadnais Lakes Area WMO



-
-
- Preliminary cost estimate for concept(s) using MnDOT average bid prices and other cost information from recent, relevant project work.
 - Up to two (2) meetings with VLAWMO Staff assumed to occur (1) following data collection and review and (1) prior to Task Order completion.

Deliverables:

- A technical memorandum suitable for presentation to the VLAWMO TEC, Board, and MPCA/EPA describing the potential meander path(s), estimated pollutant-load reductions, and a recommendation as to the feasibility of the project as an optimal BMP for pollutant-load reduction toward improvement of Wilkinson Lake.
- Up to 2 figures showing the potential meander path(s), with associated cross section information.

Schedule and Compensation: The Task Order is expected to begin in fall/winter 2023. The deliverables will be provided to VLAWMO in early-mid 2024.

Work described within this task order is estimated at \$14,240. Compensation for this task order request would be provided under the general engineering contract between SEH and VLAWMO, dated January 1, 2023.

Assumptions:

- Grant conditions for an upcoming grant application round will be similar to the previous (and soon to be completed) 319/small, priority watershed grant project, with an anticipated total project cost ~\$500,000.
- Land-owner participation will allow meander construction if it is identified as a feasible and optimal project, and previous Lambert meander construction and design with SEH will help to inform the current meander in question including possible conversations with permitting authorities.

Draft SCOPE OF SERVICES

**Task Order No. 2023-02
Vadnais Lakes Area WMO**



-
-
- Load reductions for P and TSS will be completed using a similar format used to estimate removals for Lambert Lake meander, using the typical wetland removal rates as published by the MPCA and assumptions based on the site and meander configuration. Concentrations of TSS and TP and flow data will be provided by VLAWMO from a monitoring location.
 - Due to the limited locally available reference reaches, reference reaches used for the Lambert Lake meander will be referenced within this analysis, as needed.
 - In addition to data provided by VLAWMO from monitoring locations, flow data from VLAWMO's XPWMMM model and USGS Streamstats may also be used for cross sectional analysis. DNR Regional Curves are assumed to not be applicable to this analysis.
 - This Task Order does not include development of any hydrologic and/or hydraulic model.
 - Portions of the study area are in a FEMA floodplain (Zone A). We assume a no rise will be achieved.

SIGNATURES:

VLAWMO

By: _____

Name: Phil Belfiori

Title: Administrator

Date: _____

SEH

By: *Emily Jennings*

Name: Emily Jennings

Title: Sr. Water Resources Engineer

Date: 10/16/2023

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To: VLAWMO Board of Directors

From: Lauren Sampedro, Watershed Technician & Program Coordinator

Date: October 13, 2023

Re: **V. D.** Consider Landscape Level 1 2023-06 Wiens Grant Application

Introduction

LL1 2023-06 Wiens Raingardens Phase 1

- Applicant: Royce and Volatiana Wiens
- Location: 3784 Tessier Trail, Vadnais Heights
- Project Type: Dry creek bed and raingarden
- Total Estimated Project Cost: \$10,503.73
- VLAWMO Grant Recommendation: 50%, up to \$5,000

Background

This application proposes a ~225 square foot dry creek bed and ~450 square foot raingarden at a residential property in Vadnais Heights. The West Vadnais Lake Subwatershed Urban Stormwater Retrofit Analysis report completed by Ramsey County Parks & Recreation Soil and Water Conservation Division (SWCD) recommended a raingarden close to this property. The proposed project drains to East Vadnais Lake, the Saint Paul Regional Water Services reservoir for providing drinking water.

A project plan was completed by the landowners and a formal design will be provided after a contractor is selected. The dry creek bed and raingarden would capture stormwater runoff from the property's impervious surfaces, as well as runoff from two neighboring properties to the north that are about six feet higher in elevation. Native plantings, birch trees, and approved cultivars will be added that will help filter the captured stormwater runoff and reduce turf grass. The estimated annual pollutant reductions are as follows: 21% reduction in volume (8,237 cubic feet), a 21% reduction in TSS (28 lbs), and a 21% reduction in TP (0.16 lbs). This is the first phase of a three-phased stormwater rate and volume reduction project. The future phases would capture additional stormwater runoff from the neighboring properties.

The applicant obtained two bids for the project:

- Southview Design: \$13,675.00
- Field Outdoor Spaces: \$10,503.73

The proposed grant award is based on Field Outdoor Spaces' low bid. This project was discussed at the TEC meeting on October 11th. The TEC recommended approval and supported a phased approach for larger-scale projects.

Staff Recommendation

Staff recommend the VLAWMO Board of Directors approve Landscape Level 1 Grant funds for the 2023-06 Wiens Raingardens Phase 1 project.

Proposed Motion

It was moved by Director _____ and seconded by Director _____ to approve the Landscape Level 1 grant application 2023-06 at 50% of eligible project expenses, not to exceed \$5,000.00 in accordance with VLAWMO staff's recommendation and established program guidelines.

Attachment

- Application packet ([linked here](#))

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To: VLAWMO Board of Directors
From: Dawn Tanner and Phil Belfiori
Date: October 18, 2023
Re: **V. E.:** Consider Rotary Park MOU for partnership funding w/City of WBL

VLAWMO and the City of White Bear Lake have been working on a multi-year restoration process for Rotary Park. The City of WBL is leading the effort.

VLAWMO is providing a prioritization plan for wetland areas that is being conducted during 2023 by Natural Shore Technologies and will help to inform ongoing restoration steps beginning in 2025.

VLAWMO support for 2023 restoration work was established in the budget and planned for the current year. The attached MOU formalizes the partnership for the current year and authorizes VLAWMO to reimburse the City of WBL for \$5,000.

Requested Action: VLAWMO staff request Board approve signature of the Board Chair and Administrator on the attached MOU with the City of WBL for \$5,000 in financial reimbursement for the Rotary Park restoration phase being conducted during 2023.

Attachments:

1. MOU with the City of WBL for Rotary Park Restoration in 2023
2. Figure showing project area

Memorandum of Understanding Between The City of White Bear Lake and Vadnais Lake Area Water Management Organization

This Memorandum of Understanding (“**MOU**”) is made and entered into by and between the City of White Bear Lake (“**City**”) and the Vadnais Lake Area Water Management Organization (“**VLAWMO**”) each acting by and through its duly authorized governing bodies.

Whereas, the City operates programs to manage lakes, wetlands and streams to preserve, protect and improve water quality and enhance fish and wildlife habitat; and

Whereas, the Rotary Nature Preserve (“**Rotary Park**”) contains a large mosaic of wetlands and buffer areas that are highly infested with invasive plant species; and

Whereas, restoration of these wetlands and buffer areas would improve ecological function and allow them to better support downstream waterbodies; and

Whereas, the City and VLAWMO mutually desire to support and expand upon wetland and buffer restoration efforts in Rotary Park; and

Whereas, the City entered into a contract with Natural Shore Technologies (“**NST**”) in 2023 to complete a 15,580 square foot wetland buffer restoration project installation (“**Project**”) in Rotary Park, at the location identified on the attached map, for a total cost of \$19,661; and

Whereas, VLAWMO included \$5,000 in funding for the Project in its approved budget for 2023; and

Whereas, both parties wish to clearly define their respective roles in completing the Project;

Now, therefore, the parties hereby agree to enter into this MOU and to comply with the following responsibilities with respect to the Project:

1. City Responsibilities. City agrees to do each of the following:

- a. Enter into a contract with NST to complete the Project and pay for services included in the contract.
- b. Provide for Project management and oversight.
- c. Attend meetings and participate in discussions related to Project planning.
- d. Remove invasive trees within the Project site.
- e. Provide Project outreach and education.
- f. Contract with NST for ongoing maintenance of the Project.

2. VLAWMO Responsibilities. VLAWMO agrees to do each of the following:

- a. Attend meetings and participate in discussion related to Project planning.
- b. Assist the City with Project outreach and education.
- c. Reimburse the City \$5,000 towards the total Project cost.

3. Term. This MOU is effective on the date of the last party to execute it. This MOU shall terminate upon completion of the Project and VLAWMO reimbursement to the City.
4. Termination. Each party has the right to terminate this MOU at any time and for any reason by submitting written notice of the intention to do so to the other party at least thirty (30) days prior to the specified effective date of such termination.
5. Entire Agreement; Amendments. This MOU constitutes the entire agreement between the parties regarding this matter. No amendments to this MOU are valid unless they are in writing and signed by both parties.

IN WITNESS WHEREOF, the parties have caused this MOU to be executed by their duly authorized representatives and is effective as of the date of the last party to execute it.

City of White Bear Lake

**Vadnais Lake Area Watershed
Management Organization**

Mayor

Chairperson

City Manager

Administrator

Date: _____

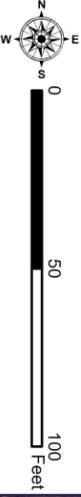
Date: _____



City of White Bear Lake Rotary Park Restoration Project



Legend
Rotary Park Project Area - 15,580 Sq. Ft.



To: Board of Directors

From: Phil Belfiori, Administrator

Date: October 18, 2023

Re: **V. F.** Financial Audit Services Proposals and Recommendation

Pursuant to Minnesota Statute 103B, staff noticed and advertised a Request for Proposal (RFP) for Financial Audit services for Fiscal years 2023 and 2024. The purpose of the program is to provide an audit of VLAWMO financial statements for fiscal years ending December 31, 2023 and 2024. The advertisement for the RFP was placed in the Legal of MN Cities marketplace from September 8-27th, in the White Bear Press and Vadnais Heights Press on September 6, 2023 and noticed at the offices and placed on the VLAWMO web page. Closing date to receive proposals was September 27, 2023.

The RFP identified services including development of a report consisting of the Annual Financial Statements and Supplemental Information, report on compliance with requirements applicable to each major program and a report on compliance with applicable laws and regulations. A proposal was received from Clifton Larson Allen LLP (CLA). Two other firms that have historically done a significant number of metro Watershed (WMOs/WDs) audits notified staff via email that they have reviewed the RFP and had chosen not to submit a proposal due to workload concerns and staffing constraints.

CLA have performed well on the worked completed as VLAWMO auditors over the last several years, their electronic interface system for upload and submitting files works well, and have been very responsive with staff and follow-up. The proposed professional fees identified in the CLA proposal came in \$5,850 higher than anticipated in the 2024 budget. It is anticipate that this higher cost for audit services will be included in the 2024 working budget considered at the December 2023 Board meeting. In discussions with the CLA project management, the reasons cited for the higher costs include technical staff shortages and the need to add additional government accounting standards analysis and other processes in the 2023 budget. Staff is also aware that other watersheds around the State are all having challenges securing annual auditing services and cost are going up across the board in the State.

CLA's proposal can be found below:

Clifton Larson Allen: [Linked Here](#)

Staff Recommendation

Staff recommends Board approve CLA to provide the annual audits of VLAWMO financials for fiscal years ending December 31, 2023 and 2024 consistent with their proposal for services dated September 25, 2023

Requested Board Action

Director _____ moves and _____ seconds to approve CLA to provide the annual audits of VLAWMO financials for fiscal years ending December 31, 2023 and 2024 consistent with their proposal for services dated September 25, 2023

To: VLAWMO Board of Directors

From: Phil Belfiori, Administrator

Date: October 18, 2023

Re: Consent - **V. G.** 2024 Employee Health Care & Employee Benefits Package

The purpose of the memo is to provide the VLAWMO Board with an update and consideration of the 2024 health care and benefits package.

Background – 2024 Health Care Plan Selection

As in years past, staff has worked with Ken Carlson from North Risk Partners (VLAWMO health insurance consultant) to identify health insurance benefits options and related projected costs. Ken’s research included an analysis of 2024 health insurance programs available for purchase by VLAWMO for 2024. Based on this review, it was determined by Ken Carlson that the same two 2024 United Health Care (UHC) traditional coverage program and HSA coverage program (the same two plan options that were offered in 2023) continue to be the lowest price going into 2024 when compared to equivalent plans for other health insurance companies. This change in premium from 2023 to 2024 for UHC was an increase of 8.52% which was much lower (apx. 18- 20 % lower) than the other equivalent health care benefit policies from Health Partners, Medica and Blue Cross. The UHC proposed plans for 2024 is also lower than the amount of increase for employee benefits included in the approved 2024 budget.

As part of an employee input meeting held with Ken on October 11, 2023, staff also inquired about adding a low cost vision cover to the UHC plans. This vision coverage could be administratively added to the existing UHC billing system and when combined with the 2024 health coverage cost is still less than was included for employee health care benefits in the Board approved 2024 budget.

Recommendation

Staff is recommending to again offering employees a choice of either the UHC Traditional or HSA Plans for 2024 health Insurance Plan (same health insurance plans that were offered in 2023). These recommended health plans were the lowest cost when compared to other similar plans when analyzed by Ken Carlson. Staff is also recommending adding a low cost vision coverage to the continued dental, life and STD benefit programs for 2024. The above mentioned recommendations are consistent with and were anticipated in the approved 2024 VLAWMO Budget and the estimated cost for these plans are within the budget estimates included in the approved budget.

Requested Board Action

Director _____ moves and Director _____ Seconds to approve the recommended 2024 health insurance plan and benefit package identified in this above memo and begin to implement the process to complete necessary tasks to renew the insurance plans for 2024 as recommended.

To: VLAWMO Board of Directors

From: Dawn Tanner and Phil Belfiori

Date: October 18, 2023

Re: **V. H.:** Update on Spent Lime timing and City of WBL Project on Water Treatment Plant Closure

The City of White Bear Lake is conducting maintenance on the water treatment plant. While the water treatment plant is shut down, spent lime is not available for the Oak Knoll spent lime treatment project. The project was scheduled to resume on Oct. 2 when the plant maintenance was completed. The maintenance has not been completed according to the original schedule. The plant is now scheduled to have spent lime once again available for the project to resume on Oct. 23. Updates will continue to be provided as they are received by VLAWMO staff.

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To: VLAWMO Board of Directors

From: Dawn Tanner and Phil Belfiori

Date: October 18, 2023

Re: **V. I.:** Update on Decision by MDH on CLP Treatment on Pleasant Lake

VLAWMO, North Oaks Home Owners' Association (NOHOA), St. Paul Regional Water Services (SPRWS), Minnesota Department of Natural Resources (MN DNR), and the Minnesota Department of Health (MDH) staff engaged in a multi-month conversation regarding the potential for chemical treatment for AIS (Curly Leaf Pondweed- CLP) in Pleasant Lake, due to its importance in the drinking water supply chain of lakes for St. Paul and surrounding communities. The discussion and involvement of State agency representation was necessary because any chemical application must have an approved permit. The permit would be submitted to the MN DNR and referred to MDH for final approval. MDH has stated, during previous years, that chemical application would not be allowed until baseline statewide data was completed. Baseline data has been completed, so partners engaged in the conversation to determine potential chemical application in Pleasant Lake.

A letter (**Attached**) was received from MDH on September 5, 2023, regarding their final decision. Use of chemicals known by MN DNR to be effective in treating invasive aquatic plants will not be allowed in Pleasant Lake. Copper sulfate is stated as a chemical that MDH would potentially approve. Copper sulfate is not very effective in treating aquatic plants. It is effective as an algicide and molluscicide. Because Pleasant Lake has rare, native macroalgae (large algae that look like plants; note that macroalgae are not the cause of potentially harmful blue-green algae blooms), MN DNR would not recommend use of copper sulfate.

MDH recommends considering mechanical removal for aquatic invasive species instead of chemical treatment in Pleasant Lake.

VLAWMO, NOHOA, and SPRWS staff are also working on educational efforts to increase local understanding of the importance of native aquatic plants in improving water quality and the extensive diversity of native plants in Pleasant Lake. Shallow areas of Pleasant Lake are expected to have more plant growth as water quality improves due to projects implemented and achieving their water-quality objectives. Educational efforts include a series of articles in North Oaks News and preparation of on-site signage regarding projects toward improvement of Pleasant Lake water quality and native vs. invasive aquatic plants.

Attachment: Letter from MDH received by VLAWMO staff on September 5, 2023.

September 5, 2023

Vadnais Lake Area Water Management Organization
Attn: Dawn Tanner
800 East County Road E
Saint Paul, MN 55127

Subject: Minnesota Department of Health (MDH) Comment on Curly-Leaf Pondweed
Treatment on Pleasant Lake

Vadnais Lake Area Watershed Management Organization (VLAWMO) has made a request to MDH to evaluate potential chemical treatment to remove the curly-leaf pondweed on Pleasant Lake. MDH has been asked to comment on this plan as Pleasant Lake is part of a chain of lakes that serve as the Saint Paul Regional Water Services (SPRWS) drinking-water source and is directly upstream from the SPRWS source intake. The primary chemical being considered is an endothall based product. Endothall is a drinking-water contaminant regulated under the Safe Drinking Water Act.

MDH does not approve aquatic pesticide individual permit applications for products that include primary Safe Drinking Water Act (SDWA)-regulated drinking water organic contaminants when the desired management area is:

- a Class 1 water as defined in Minnesota Rules 7050.0221 Subparts 2, 3, and 4 (a list of such waters is located within Minnesota Rules 7050.0470) – and -
- an active public water system (PWS) drinking water source

Aquatic pesticide ingredients that are not allowed in such situations include:

- 2,4-dichlorophenoxyacetic acid (2,4-D)
- diquat
- endothall
- glyphosate

The MDH strongly recommends using mechanical methods to treat any water body connected to a public potable water supply. If mechanical treatment is not feasible and non-mechanical treatment is necessary, MDH recommends copper sulfate when effective. If the contracted applicator chooses a copper sulfate product:

- The MDH recommends the applicator notify the owner(s) of any surface-water intakes (potable or not) in the immediate vicinity of the requested chemical application in advance of the application so they can take appropriate steps to avoid contact/consumption of the treated water, as specified on the product label for potable water intakes.
- The copper sulfate is to only be applied in accordance with the product manufacturer's directions on the label.
- The concentration and duration shall match the target aquatic vegetation that is being controlled.
- If the copper sulfate application will occur near any swimming area on Pleasant Lake, the applicator must notify potential users of that area when it is safe to re-enter the water near the area that was chemically treated.

If neither mechanical treatment or copper sulfate treatment would be a viable solution, MDH need to further assess any other approved aquatic pesticide and determine if it would be allowed for potential treatment in Pleasant Lake.

If you have any questions regarding this comment, please contact Indran Kamalanathan at 612-946-4418 or indran.kamalanathan@state.mn.us.

Sincerely,

Sandeep Burman, PG
Manager, Drinking Water Protection
Environmental Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

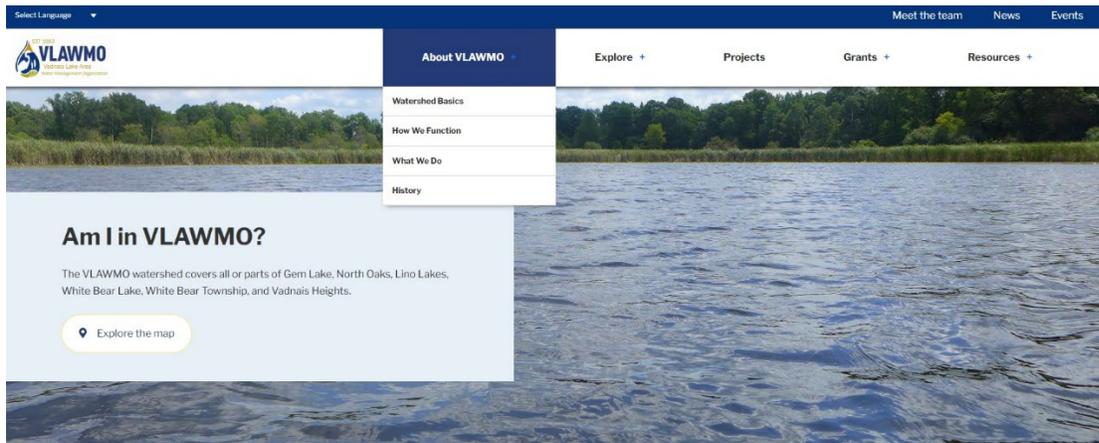
Enclosure

cc: Justine Roe, Water Quality Supervisor, Saint Paul Regional Water Services
April Londo, Aquatic Biologist, Minnesota Department of Natural Resources

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To: VLAWMO Board of Directors
From: Nick Voss
Date: October 18, 2023
Re: V. J.: Website update

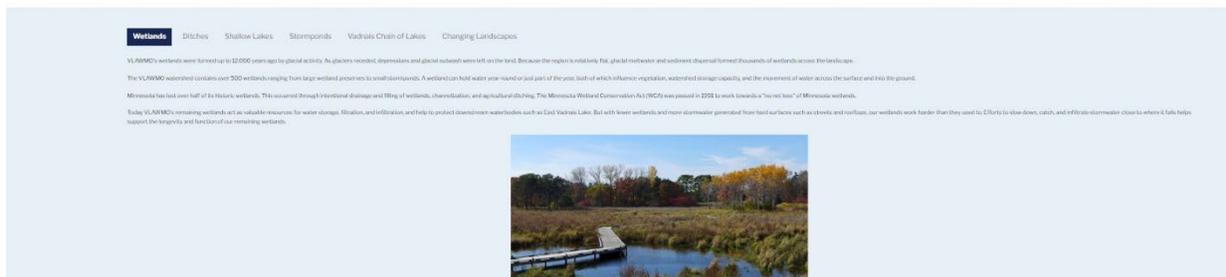
The VLAWMO website renovation is fully active as of October, 2023. Staff are currently working within the new website template building content on the updated server. Completion and launch are expected in early 2024. See this memo for a glimpse of the layout and aesthetics.



Welcome to VLAWMO



Our watershed has seen several eras of change from glaciers to indigenous communities to agriculture and development. Read on for a glimpse of how these forces shape our everyday water experience and guide our work.



Meet our team

VLAWMO was formed in 1983 to protect the Vadnais Lake watershed area in northern Ramsey County and a small portion of Anoka County, Minnesota. VLAWMO covers approximately 24 square miles in the northeast metropolitan area. The watershed is a Joint Powers organization that encompasses the City of North Oaks, and portions of the Cities of White Bear Lake, Gem Lake, Vadnais Heights, Linco, and White Bear Township.

Who we are

Staff Board Technical Commission



Phil Balsari, Administrator
Operations - Budget - Work plan
Email: philbalsari@vlawmo.org
Direct: 651-204-6073



Brian Corcoran, Water Resources Manager
Project management - Wetland Conservation Act (WCA) - Water quality monitoring - Financials
Email: brian@vlawmo.org
Direct: 651-204-6075



Dawn Tanner, PhD, Program Development Coordinator
Grant writing - Project development and management - Planning
Email: dawn@vlawmo.org
Direct: 651-204-6074



Nick Voss, Education & Outreach Coordinator
Communications - Volunteer coordination - MS4 support - Community Blue Grant
Email: nick@vlawmo.org
Direct: 651-204-6074



Lauren Sampedro, Watershed Technician & Program Coordinator
Cost Share Grant Program - GIS - Water monitoring
Email: lauren@vlawmo.org
Direct: 651-204-6074

For general watershed questions:
Email: office@vlawmo.org
Phone: 651-204-6070



What We Do

Our work can be broken down into several basic strategies.
For more details, check out our watershed plan and watershed plan summary.

Protect



We strive to protect local lakes, wetlands, and streams through a variety of water quality projects.

Enhance



We work to enhance water storage and improve impaired waterbodies by renovating the built landscape.

Monitor



We monitor local water resources on a regular basis, with various checks and in occur throughout the year.

Plan and Team-Up



We create plans and policies for our member cities and townships to adopt and enforce.

Inform and Empower



Education, outreach, and volunteering fosters local leadership and a team effort.

To: VLAWMO Board of Directors

From: Dawn Tanner and Phil Belfiori

Date: October 18, 2023

Re: **V. K.:** Lambert/biochar 319 official notification that is grant closed out

VLAWMO submitted the final grant report for the Lambert/biochar 319 grant project in September 2023. On October 2, 2023, VLAWMO was notified of official completion and closure of the grant. MPCA also complimented VLAWMO on their dedication to improving water quality in the creek and providing a thorough and detailed report to support the work completed.

Attachment: Encumbering Order Closure Form from MPCA.

P/T related Contract Encumbering Order Closure Form

Contract, Grant, Purchase Order, or Work Order information

Project name: VLAWMO Bacteria, Sediment, & Nutrient Reduction Project

Contractor name: Vadnais Lake Area Watershed Mgmt

Contract ID/Shell No.: 169280 Purchase Order No.: 3000025454

Date: 10/02/2023

Contractor Project Manager: Dawn Tanner MPCA Project Manager: Brittany Faust

Notice

1. This form serves as notice that Minnesota Pollution Control Agency (MPCA) staff has closed out the Contract, Grant, Purchase Order, or Work Order referenced above.
2. The work has been completed and all invoices have been paid by the MPCA to the total of: \$302,679.00
3. There are to be no further invoices charged to this Contract, Grant, Purchase Order, or Work Order.

We appreciate your work for this project and look forward to working with you again.

MPCA Project Manager: Brittany Faust Date: 10/02/2023
(wet signature is not required)

To: VLAWMO Board of Directors

From: Dawn Tanner and Phil Belfiori

Date: October 18, 2023

V. L.: Consider buckthorn/invasive species removal from north end of Wilkinson project area to road to support optimal project function and ongoing maintenance access

VLAWMO requested pricing from Natural Shore Technologies (NST) to conduct invasive tree removal from the north end of the Wilkinson deep-water wetland restoration site to the road, along the ditch and maintenance road. This invasive tree removal will support optimal function of the project and allow improved access for ongoing, grant-required, 10-year maintenance.

North Oaks Company (NOC) has stated their support for this removal and is considering providing chipping and removal of cut/treated trees as part of their partnership role in the project through their tree service. NOC would allow NST to cut, treat, and stack trees near the project area, and the tree service would chip and remove at a time that is convenient for them.

NST provided a time and materials estimate to conduct this removal during the current fall/winter. It will take a crew of 6 people, 3 days to cut, treat, and stack. The estimated total is \$9,000. NST will coordinate with VLAWMO staff to track of hours and bill accordingly.

The area on either side of the ditch contains many large fruiting buckthorn. Removing these will provide improved access and function of the site. The current grant has funds remaining because of the low bids received, which means that the \$9,000 will be supported by 60% grant funds and 40% local match. Local match is shared 50/50 between VLAWMO and NOC.

Requested action: VLAWMO staff requests the Board authorize NST to conduct invasive tree removal, working with VLAWMO and contingent on NOC agreement and support for optimal function of the project and access for long-term maintenance. The estimated amount is \$9,000. VLAWMO staff requests authorization of the \$9,000 estimate, plus a 10% contingency to account for potentially difficult conditions and higher water levels that may exist at the time of removal.

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To: VLAWMO Board of Directors

From: Dawn Tanner and Phil Belfiori

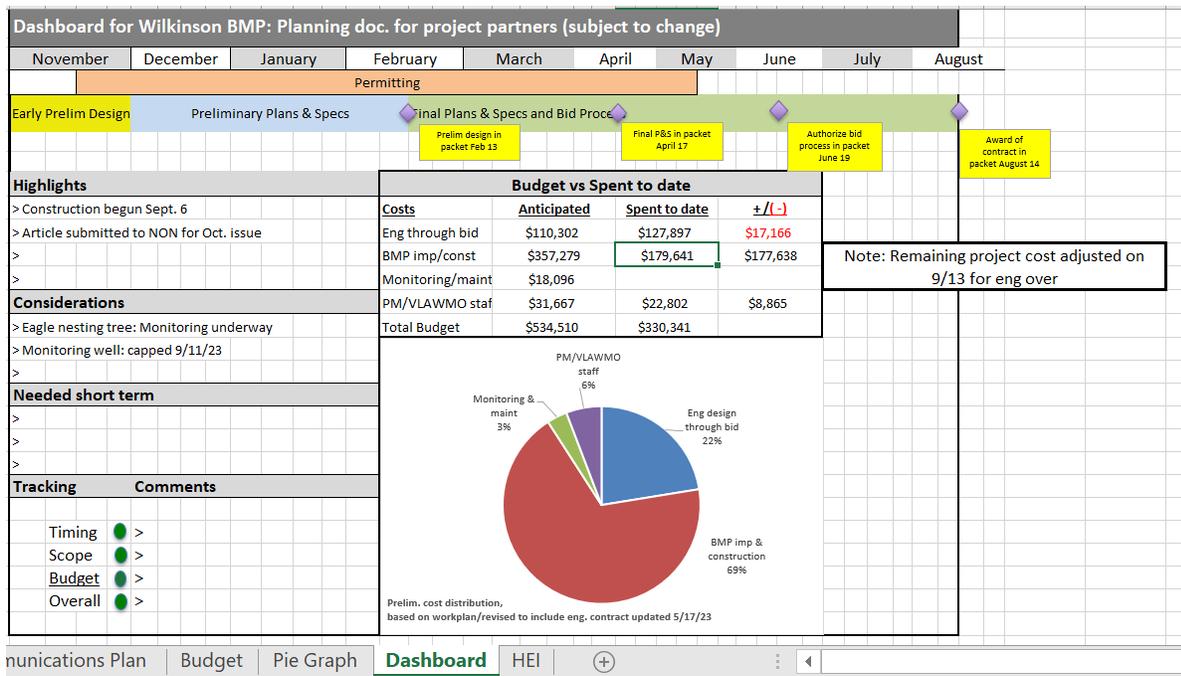
Date: October 18, 2023

Re: **VI. A. 1.** Update on project construction and consideration of contractor payment for Wilkinson Deep-Water Wetland project

Following the August Board meeting, the project contract was signed and the change order for the 50% expanded project design was completed. Project construction began in September. Earthwork mobilization has largely been completed. Water control at the site is ongoing and expected to continue through the fall and coming spring.

Houston has been conducting oversight and inspection for the project and received the attached Application for Payment #1 (AFP). Houston has evaluated the AFP request and provided their recommendation to the VLAWMO Board for payment.

Total work completed	\$148,921.60
Total retainage recommended	\$7,446.08
Recommended payment	\$141,475.52



The Project Dashboard is updated to show the current project status and the recommended payment including AFP #1. Following approval by the Board for payment of AFP #1, VLAWMO staff will prepare an invoice to MPCA for grant reimbursement and NOC for partner/cash match reimbursement.

Requested Board Action

Staff request Board consideration of proposed motion:

Director _____ moves and Director _____ seconds to approve and pay AFP #1 to Arnt Construction in the amount recommended by Houston of \$141,475.52.

Attached:

1. PowerPoint
2. AFP #1 from Houston including memo re: recommendation to VLAWMO Board

Agenda Item VI. A. 1.

Attachment 1

AFP #1 to Arnt Construction

October 25, 2023
VLAWMO Board Meeting



Project dashboard

Dashboard for Wilkinson BMP: Planning doc. for project partners (subject to change)

November	December	January	February	March	April	May	June	July	August
Permitting									
Early Prelim Design	Preliminary Plans & Specs		Final Plans & Specs and Bid Proc.			Authorize bid process in packet			
			Prelim design in packet Feb 13		Final P&S in packet April 17		Authorize bid process in packet June 15		Award of contract in packet August 14

Budget vs Spent to date			
Costs	Anticipated	Spent to date	+ / (-)
Eng through bid	\$110,302	\$127,897	\$17,166
BMP imp/const	\$357,279	\$179,641	\$177,638
Monitoring/maint	\$18,096		
PM/VLAWMO staf	\$31,667	\$22,802	\$8,865
Total Budget	\$534,510	\$330,341	

Note: Remaining project cost adjusted on 9/13 for eng over

Tracking	Comments
Timing	>
Scope	>
Budget	>
Overall	>

Prelim. cost distribution, based on workplan/ revised to include eng. contract updated 5/17/23

Project construction

- Construction began in early September and progressed quickly
- Earthwork mobilization has been largely completed
- Berm stabilization and seeding has been completed
- Water control is ongoing

Project construction



Project construction



Project construction



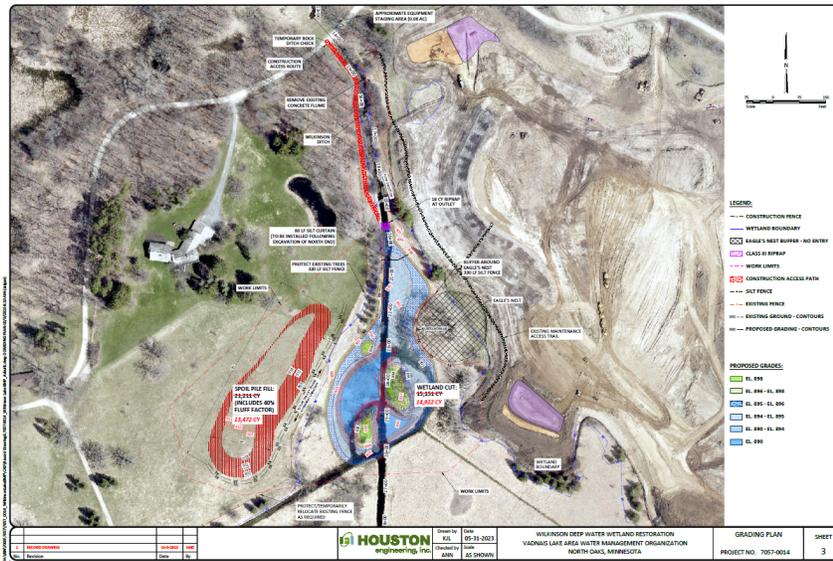
Project construction



Project construction



As-built received



HEI recommendation for AFP #1

- Houston received the attached Application for Payment #1 (AFP). Houston has evaluated the AFP request and provided their recommendation to the VLAWMO Board for payment.
- Total work completed \$148,921.60
- Total retainage recommended \$7,446.08
- Recommended payment \$141,475.52

Proposed Board motion

Director _____ moves and Director _____ seconds to approve and pay AFP #1 to Arnt Construction in the amount recommended by Houston of \$141,475.52.

Technical Memorandum

To: Phil Belfiori and Dawn Tanner (VLAWMO)
Cc: Lauren Grouws (North Oaks Company)
From: Adam Nies, PE CFM
Chris Otterness, PE
Houston Engineering, Inc.
Subject: Partial Pay Request Summary Memorandum
Date: October 13, 2023
Project: 7057-0014

INTRODUCTION

The purpose of this memorandum is to recommend Partial Payment #01 to Arnt Construction Company, Inc for work completed to date for the Wilkinson Lake Deepwater Wetland Restoration near North Oaks, MN.

PROJECT UPDATE

Project work began after the Labor Day holiday and primarily included excavation work for the wetland restoration. Summer drought conditions were favorable for construction activities. Invasive vegetation was treated along with clearing and demolition/removal activities for the project. Spoil pile management has been completed and is stabilized. The outlet of the wetland is stabilized through placement of rock rip rap at the elevation of the existing ditch per approved plans. As-built survey has confirmed that the excavation sufficiently adhered to the intent of the design. Erosion protection measures such as silt fence around the spoil pile, and floating silt curtain at the outlet have been installed correctly.

Seeding was applied to wetland areas prior to September 20th, and upland areas have been seeded as of October 10th. Vegetation is anticipated to establish next spring. Ongoing water management activities include pumping the wetland areas due to wet conditions experienced this fall. Wildlife have been observed using the site. In addition to the active Eagle nest on site, deer, turkey, and geese have been noted. This is expected to continue to increase as the vegetation becomes established.

Most remaining “punchlist” items involve the establishment of vegetation and removals of erosion control measures such as silt fence. These items are recommended to be paid half now, and half once removed following vegetation establishment / stabilization. The Majority of the water control line item will be held through spring for management of anticipated snowmelt runoff.



PAYMENT RECOMMENDATION

Arnt Construction Company, Inc. has applied for partial payment for work completed on the Project. The attached tabulation shows quantities as confirmed by the Engineer recommended for payment and represent the revised contract amount, including the expanded footprint change order. Several line items are required by spec to pay only a percentage of completeness. Other items such as the erosion control items will be paid a certain percentage for the install, and the remainder once removed. The attached Table includes notes for the itemized line items and recommended partial payments.

The following is a summary of payment:

Amount of original contract:	<u>\$ 151,026.25</u>
Change Orders (expanded footprint):	<u>\$ 53,223.81</u>
Revised Contract Amount:	<u>\$ 204,250.06</u>
Total work completed:	<u>\$ 148,921.60</u>
Retainage (5%):	<u>\$ 7,446.08</u>
Previous Payments:	<u>\$ 0.00</u>
Recommended Payment:	<u>\$ 141,475.52</u>

We recommend authorization of Partial Payment #01 in the amount of **\$141,475.52** to Arnt Construction Company, Inc. for work completed. Certification for partial payment is attached.



Line Item	Unit of Measure	Quantity	Unit Price	Extension	Pay Request #01	Notes
Mobilization	Lump Sum	1	\$4,000.00	\$4,000.00	\$2,000.00	Per Spec: Pay 50% for first pay request
Demolition, Removals and Salvage	Lump Sum	1	\$2,850.00	\$2,850.00	\$2,850.00	
Clearing & Chipping (P)	Acre	0.5	\$14,000.00	\$7,000.00	\$7,000.00	
Construction Matting	Lump Sum	1	\$2,700.00	\$2,700.00	\$2,700.00	
Common Excavation (P)	Cubic Yard	15151	\$5.52	\$83,633.52	\$83,633.52	
Spoil Management (P)	Cubic Yard	21211	\$0.46	\$9,757.06	\$9,757.06	
Access Road Grading	Lump Sum	1	\$1,000.00	\$1,000.00	\$1,000.00	
Water Control	Lump Sum	1	\$39,000.00	\$57,000.00	\$17,000.00	Hold 70% until vegetation is fully established
Random Riprap Class III	Cubic Yard	18	\$200.00	\$3,600.00	\$3,600.00	
Silt Fence	Linear Foot	2100	\$2.48	\$5,208.00	\$2,604.00	Pay 50% now, and 50% when removed - following final stabilization
Temporary Ditch Check	Each	1	\$100.00	\$100.00	\$50.00	Pay 50% now, and 50% when removed - following final stabilization
Floating Silt Curtain	Linear Foot	80	\$30.00	\$2,400.00	\$1,200.00	Pay 50% now, and 50% when removed - following final stabilization
Erosion Control Blanket	Square Yard	4430	\$1.74	\$7,708.20	\$7,708.20	
Upland Seeding and Mulch	Acre	1.8	\$4,320.00	\$7,776.00	\$3,888.00	Hold 50% until vegetation is fully established
Wetland Seeding (P)	Acre	2.0	\$5.44	\$10.88	\$7.62	Hold 50% until vegetation is fully established
Glyphosate Pre-treatment	Acre	2.8	\$1,008.00	\$2,822.40	\$2,923.20	Treated 2.9 acres
Herbicide spot treatment post vegetation establishment	Acre	1.3	\$1,680.00	\$2,184.00	\$0.00	Hold until next spring when spot treatment of invasives will be initiated
Rock Construction Entrance	Lump Sum	1	\$2,500.00	\$2,500.00	\$0.00	Not required
SWPPP Documentation and Management	Lump Sum	1	\$2,000.00	\$2,000.00	\$1,000.00	Pay 50% now, and 50% when SWPPP is closed out following final stabilization



**SECTION 00920
PARTIAL PAYMENT CERTIFICATION**

OWNER: Vadnais Lake Area Water Management
Organization
PROJECT: Wilkinson Lake Deep-Water
Wetland Restoration

CONTRACTOR: **Arnt Construction
Company, Inc.**
ENGINEER: Houston Engineering Inc.

PARTIAL PAYMENT: **001**
PERIOD OF ESTIMATE: **9/5/2023 - 10/16/2023**

CONTRACT CHANGE ORDER SUMMARY

No.	Deduction	Additions
001 - expanded footprint		\$53,223.81
Totals		
Net Change to Contract		\$53,223.81

CONTRACT TIME:

Original Days:
Revisions: **none**
Days Remaining:
On Schedule (y/n): **yes**
Starting Date: **9/5/2023**
Projected Completion: **7/1/2024 full vegetation establishment**

ESTIMATE

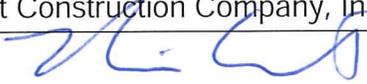
Original Contract Amount.....	\$ <u>151,026.25</u>
Change Orders.....	\$ <u>53,223.81</u>
Revised Contract Amount.....	\$ <u>204,250.06</u>
Completed to Date Amount.....	\$ <u>148,921.60</u>
Materials On-Site.....	\$ <u>N/A</u>
Subtotal.....	\$ <u>148,921.60</u>
Retainage.....	\$ <u>7,446.08 (5%)</u>
Previous Payments.....	\$ <u>0.00</u>
Amount Due This Payment.....	\$ <u>141,475.52</u>

(see attached breakdown)

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that to the best of their knowledge, information and belief, the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for work for which previous payment estimates were issued and for which payments were received from the Owner, and that current payment shown herein is now due.

RELEASE OF CLAIMS AND WAIVER OF LIEN: NOW THEREFORE, upon receipt of the above payment amount, the undersigned does hereby irrevocably releases and waives any and all claims for payment of any type for any work up through and including the date of this application, and irrevocably releases and waives all bond claims, construction liens, mechanic's liens, and/or other liens, or right to claim any against the above project or any part thereof.

Contractor: Arnt Construction Company, Inc.
By: 
Date: 10/13/2023

ENGINEER'S CERTIFICATION

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

Engineer: Houston Engineering, Inc.
By: Adam N. Nies 
Date: 10/13/2023

OWNER'S APPROVAL

Owner: Vadnais Lake Area Water Management Organization
By: _____
Date: _____

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To: VLAWMO Board of Directors

From: Phil Belfiori & Brian Corcoran

Date: October 16, 2023

Re: **VI. A. 2.** Update Presentation on Ditch Study North of Amelia Lake – Partnership with City of Lino Lakes

Background

The Amelia Lake Ditch study is a partnership with the City of Lino Lakes and was completed by the City's engineering consulting firm WSB. The purpose of the Study is to analyze existing drainage conditions and possible future drainage improvements to the ditch draining to Lake Amelia within the City of Lino Lakes and the Vadnais Lake Area Water Management Organization (VLAWMO). The VLAWMO Board approve a MOU at the February 2023 meeting for financial partnership with the City to develop this Study.

The ditch to Lake Amelia serves a 255-acre drainage area, primarily consisting of agricultural and lightly developed residential areas. The ditch has known flooding and other stormwater concerns in existing conditions. While these have been addressed in the past with localized private and public projects, the City aims to understand the problems along the entirety of the ditch and find solutions that best serve the surrounding properties.

Based on the existing concerns and anticipated future changes to the area, two phases of work are recommended by WSB at this time. The short-term phase would propose conveyance improvements to the section of the ditch currently causing the most problems for landowners. The long-term concept level plan proposes more holistic improvements to the corridor that would occur alongside its eventual development.

Status and Next Steps

The attached Study dated August 10, 2023 should not be considered final or ready for consideration given there are several important steps that need to occur before it would be ready for consideration by the City of Lino Lakes Council. The attached Study was initially discussed earlier this summer at a City of Lino Lakes Council workshop. Based on this Council workshop discussion, City staff anticipates the next step will be to schedule a discussion with residents in the area of the ditch to present this report and get feedback on content, as well as discuss easement issues related to construction access and maintenance access. Pending the conversation with residents, staff would then decide appropriate next steps which could include bringing the final report to the City Council for consideration. There is no formal

timeline on when this report would be finalized or when any possible short-term phase construction could start.

Attached:

- PowerPoint summarizing content of the Amelia Ditch Study
- Amelia Ditch Study- [Linked here](#)

Agenda item VI. A. 2

Update on Private Ditch Study North of Amelia Lake and Partnership with City of Lino Lakes

Brian Corcoran

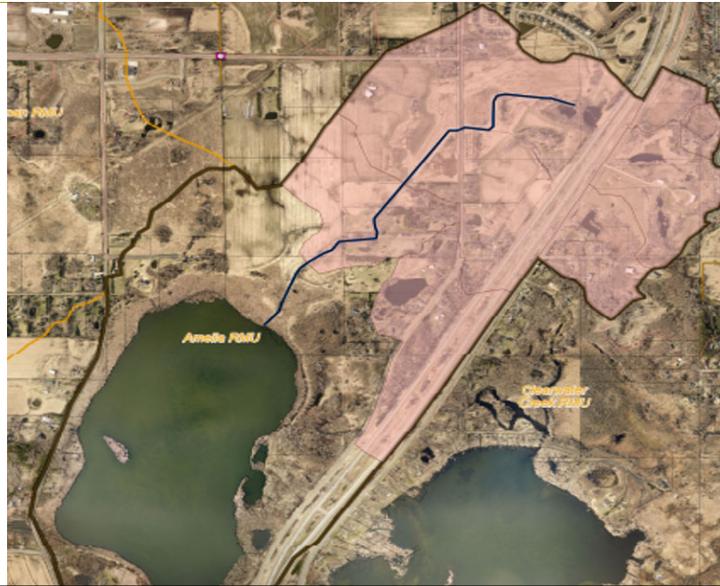


Background- Purpose of Study



- The Amelia Lake Ditch study is a partnership with the City of Lino Lakes and was completed by the City's engineering consulting firm WSB.
- The purpose of the Study is to analyze existing drainage conditions and possible future drainage improvements to the ditch draining to Lake Amelia within the City of Lino Lakes and VLAWMO.
- The VLAWMO Board approve a MOU at the February, 2023 meeting for financial partnership with the City to develop this Study.
- The Study is very preliminary with several important steps that need to happen before the Study can be finalized including a City staff discussion with residents in the area.

Background- Study area



- The ditch to Lake Amelia serves a 255-acre drainage area, primarily consisting of agricultural and lightly developed residential areas.
- The ditch has known flooding and other stormwater concerns in existing conditions.
- While these have been addressed in the past with localized private and public projects, the City aims to understand the problems along the entirety of the ditch and find solutions that best serve the surrounding properties.

Background- Two phases recommended in the Study



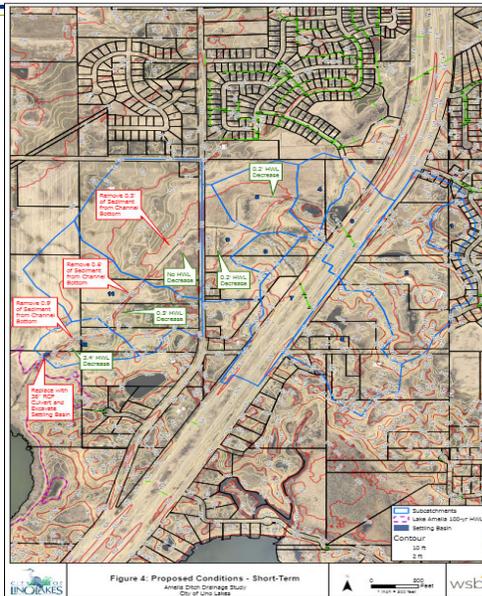
- Based on the existing concerns and anticipated future changes to the area, two phases of work are recommended by WSB at this time.
- The short-term phase would propose conveyance improvements to the section of the ditch currently causing the most problems for landowners.
- The long-term concept level plan proposes more holistic improvements to the corridor that would occur alongside its eventual development.

Short-term Concepts

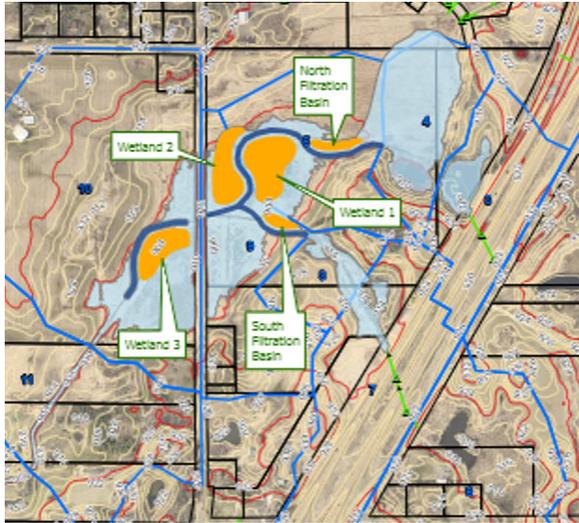


- Access and maintenance
- Remove sediment and stabilize banks
- Gain voluntary easements
- Replace culvert

Short-term Concepts



Long-term Concepts



- Water quality improvements
- Wetland restoration
- Floodplain management
- Re-meandering of the ditch

Future Long-term Concept



Status and Next Steps



- Study is considered preliminary - there are several important steps that need to occur before it would be ready for consideration by the City of Lino Lakes Council.
- The Study was initially discussed earlier this summer at a City of Lino Lakes Council workshop.
- Based on this Council workshop discussion, City staff anticipates the next step will be to schedule a discussion with residents in the area of the ditch to present this report and get feedback on content as well as discuss easement issues related to construction access and maintenance access.
- Pending the conversation with residents, staff would then decided appropriate next steps which could include revisions to the Study and/or bring the final report to the City Council for consideration.
- At this time, there is no formal timeline on when this report would be finalized or when any possible short term phase construction could be initiated.

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Date: October 18, 2023

To: Board of Directors

From: Phil Belfiori, Administrator

Re: **VI.B.1.** Storm Sewer Utility Certification to Ramsey and Anoka Counties

This is the final step in our annual process to complete the Storm Sewer Utility for 2024. The Budget with its anticipated income from the SSU was set in June that drove the rates for residential and non- residential properties which were approved VLAWMO Board pursuant to resolution 07-2023 at the August 2023 meeting. Below is the summary of Board approved 2024 SSU Rates from the August 2023 Board meeting:

Classification	Total Amount	R. E. F.	Rate
Residential 1-3 Units	\$675,814.08	1.00	\$64.56/ Unit
Residential 4 or more Units	\$47,253.50	2.72	\$93.48/ Acre
Commercial	\$160,865.99	4.23	\$93.48/ Acre
Industrial	\$143,712.52	3.30	\$93.48/ Acre
Institutional	\$100,057.50	3.30	\$93.48/ Acre
Golf Courses	\$15,376.00	0.74	\$93.48/ Acre
Agricultural	\$9,357.26	0.25	\$93.48/ 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	\$1,152,436.85		

Since the August VLAWMO Board meeting, Staff has been working with our SSU consultant and the counties to review property divisions and other updates since then. The charges to each non- exempt parcel are now ready to be certified as we do each October.

Please note the Parcel lists for each county will be sent as a separate attachment /separate file which will only be included in the electronic packet as they are very lengthy. The Resolution for Certification and 2 page summary table are included in both the hard copy and electronic packet.

Staff Recommendation.

Approval of Resolution 08-2023 certifying the VLAWMO storm sewer utility charges to the county auditor to be assessed on real estate taxes payable in 2024.

Requested Board Action

Move by Director _____, Second by _____ to approve **Resolution 08-2023** certifying the VLAWMO storm sewer utility charges to the county auditor to be assessed on real estate taxes payable in 2024.

Attachments:

In Board meeting packet (electronic and hard copies):

- Summary of pay 2024 Divisions for each County and broken down by City– 2 pages
- Resolution 08-2023

In separate attachment /file as sent as part of the electronic packet only:

1. **Storm Water Utility Certification lists Ramsey and Anoka County –160 pages. (157 pages for Ramsey and 3 pages for Anoka) Noted as Attachment 1 and 2.**



Vadnais Lake Area Water Management Organization
 Parcels to be certified to Anoka and Ramsey Counties
 For Taxes Payable in 2024

City Name	Land Use Description	Parcel Count	Annual Fee
ANOKA COUNTY			
Lino Lakes	Residential 1-3 units	95	\$ 6,133.20
	Residential 4 or more units	0	-
	Commercial	0	-
	Industrial	0	-
	Institutional	2	943.79
	Airports / Golf Course	0	-
	Agricultural	18	6,439.27
	Parks / Cemeteries / Vacant Land	0	-
	Road / Railroad Right of Way	0	-
	Wetlands / Lakes / Streams	0	-
	Other Exempt	0	-
	Manual Override	18	-
	Total Lino Lakes		133
Total Anoka County		133	\$ 13,516.26
RAMSEY COUNTY			
Gem Lake	Residential 1-3 units	186	\$ 12,008.16
	Residential 4 or more units	0	-
	Commercial	13	11,757.44
	Industrial	5	1,282.30
	Institutional	1	908.99
	Airports / Golf Course	8	3,802.79
	Agricultural	1	410.04
	Parks / Cemeteries / Vacant Land	0	-
	Road / Railroad Right of Way	2	-
	Wetlands / Lakes / Streams	0	-
	Other Exempt	2	-
	Manual Override	0	-
	Total Gem Lake		218
North Oaks	Residential 1-3 units	2,029	\$ 130,992.24
	Residential 4 or more units	7	6,352.09
	Commercial	16	11,836.78
	Industrial	0	-
	Institutional	5	21,551.07
	Airports / Golf Course	1	11,573.21
	Agricultural	3	1,244.66
	Parks / Cemeteries / Vacant Land	0	-
	Road / Railroad Right of Way	1	-
	Wetlands / Lakes / Streams	15	-
	Other Exempt	121	-
	Manual Override	83	-
	Total North Oaks		2,281

City Name	Land Use Description	Parcel Count	Annual Fee
Vadnais Heights	Residential 1-3 units	3,638	\$ 234,869.28
	Residential 4 or more units	15	11,973.64
	Commercial	77	58,567.68
	Industrial	21	23,027.63
	Institutional	19	20,517.49
	Airports / Golf Course	0	-
	Agricultural	4	417.62
	Parks / Cemeteries / Vacant Land	0	-
	Road / Railroad Right of Way	8	-
	Wetlands / Lakes / Streams	2	-
	Other Exempt	37	-
	Manual Override	127	-
	Total Vadnais Heights		3,948
White Bear Lake	Residential 1-3 units	3,027	\$ 195,423.12
	Residential 4 or more units	35	27,701.28
	Commercial	123	56,538.39
	Industrial	39	34,515.21
	Institutional	78	50,067.13
	Airports / Golf Course	0	-
	Agricultural	0	-
	Parks / Cemeteries / Vacant Land	2	-
	Road / Railroad Right of Way	7	-
	Wetlands / Lakes / Streams	1	-
	Other Exempt	29	-
	Manual Override	35	-
	Total White Bear Lake		3,376
White Bear Township	Residential 1-3 units	1,493	\$ 96,388.08
	Residential 4 or more units	1	1,226.49
	Commercial	32	22,165.70
	Industrial	37	84,887.38
	Institutional	7	6,069.03
	Airports / Golf Course	0	-
	Agricultural	3	845.67
	Parks / Cemeteries / Vacant Land	0	-
	Road / Railroad Right of Way	9	-
	Wetlands / Lakes / Streams	2	-
	Other Exempt	73	-
	Manual Override	50	-
	Total White Bear Township		1,707
Total Ramsey County		11,530	\$ 1,138,920.59
Total VLAWMO		11,663	\$ 1,152,436.85

RESOLUTION 08-2023

A RESOLUTION CERTIFYING STORM SEWER UTILITY CHARGES TO THE COUNTY AUDITOR TO BE ASSESSED ON REAL ESTATE TAXES PAYABLE IN 2024.

WHEREAS, Minnesota Law 2008, Chapter 366, Article 6, Section 47 provides that the Vadnais Lake Area Water Management Organization may certify to the County Auditors the amounts of storm sewer utility charges to be collected on said premises the ensuing year; and

WHEREAS, the Storm Sewer Utility (SSU) Rule of the Vadnais Lake Area Water Management Organization, provides that the watershed may certify to the County Auditors the amounts of unpaid utility charges to be collected as part of the tax levy/special assessments on said premises the ensuing year;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION, AS FOLLOWS:

1. Attachments 1 and 2 attached hereto and made a part thereof by reference is a list of parcels of real property lying within the VLAWMO limits of which have surface water runoff and on which there are service charges payable in 2024.
2. The Board hereby certifies said list and requests the Ramsey County Auditor and Anoka County Auditor to include in the real estate taxes/assessments due the amount set forth in Attachments 1 and 2 with taxes/assessments due and payable in 2024.
3. The VLAWMO Administrator is directed to tender a certified copy of this Resolution to the Ramsey and Anoka County Departments of Property Records and Revenue.

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>John Shuman</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Katherine Doll</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Kanne</i>			
<i>Jim Lindner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

James Lindner, Chair

Date

VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION

I, the undersigned, Administrator of the Vадnais Lake Area Water Management Organization, hereby certify that I have carefully compared and attached the foregoing extract of minutes of a regular meeting of the Board of Directors of said watershed held on the 25th day of October 2023, with the original thereof on file in my office.

WITNESSED BY the Watershed Administrator this 25th day of October 2023.

Phil Belfiori, Administrator