

Note : 6:00pm – Watershed Management Plan Initial Planning Meeting /Board Workshop – required to be presided over by VLAWMO Board of Directors. Meeting packet sent to Directors in separate packet.

BOARD OF DIRECTORS MEETING AGENDA (Regular Meeting)

7:00 PM

April 24, 2024

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 February 28, 2024 Board Meeting Minutes** 
- IV. **Visitors and Presentations**
 - A. Oath of Office - Welcome Director West
 - B. TEC Report and Financials for April - Terry **p. 11**
 - C. Public Visitors – Non-agenda items
- V. **Consent Agenda**  **Directors may request to move any item to business agenda for discussion**
 - A. Consider Tamarack Lake Alum Project Plans and Specs and Access Agreement **p. 21**
 - B. Consider HEI Wilkinson Deep-water Wetland BMP Monitoring Task Order **p. 33**
 - C. Consider Annual Report and Monitoring Report and Submittal to BWSR et al. **p. 41**
 - D. Consider Updated Salary Table **p. 43**
 - E. Consider Pleasant Signs and MOU with NOHOA **p. 45**
 - F. Consider LL1 2023-06 Grant Agreement Extension **p. 59**
 - G. Update on Spent Lime **p. 61**
 - H. Update on Carp Management in Pleasant Lake **p. 63**
- VI. **Business**
 - A. **Projects and Programming**
 1. Consider Barr Feasibility Study for Water Reuse at Polar Lakes Park- (Jen -Barr) - 15 mins  **p. 65**
 2. Consider 2023 Audit (CLA staff) - 10 mins  **p. 75**
 3. Consider Resiliency Study for E Vadnais Lake Subshed - (David–SRF & Lauren) - 15 mins  **p. 83**
 4. Consider LL2 2024-02 Elmwood Park Raingarden Grant - Lauren– 10 mins  **p. 93**
 - B. **Administration and Budget**
 1. Discussion and Consideration of 5-year Partnership Projects Table– Phil 10 mins  **p. 99**
 2. Discussion and Authorization of VLAWMO Subcommittee to Provide Recommendations on Rough Draft Preliminary 2025 Budget– Phil 10 mins  **p. 109**
- VII. **Discussion**- Discuss 6/26/24 June Board Meeting Date per Subcommittee Request
- VIII. **Administration Communication**- Discussion on Scheduling Late May /Early June Board Subcommittee Meeting (possible dates: 5/29 or 5/30) - Phil
- XI. **Adjourn**: Next regular meeting: June 26, 2024

Intentional blank page

MINUTES OF THE BOARD OF DIRECTORS – FEBRUARY 28, 2024 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
Andrea West	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

**= alternate

Others in attendance: Greg Wilson (Barr Engineering), Terry Huntrods (VLAWMO TEC/White Bear Lake), Jennifer Morris (Advantage Townhome Management)

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 February 28, 2024 Board meeting was presented for approval.

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

III. Approval of Minutes 

The minutes from the December 13, 2023 Board meeting were placed on the agenda for approval, as presented. No comments from the Directors.

A motion was made by Director Rafferty and seconded by Director Doll Kanne to approve the December 13th meeting minutes.

Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Rafferty: aye. Motion passed.

IV. Visitors and Presentations

A. TEC Report and Financials for February

TEC Commissioner Huntrods summarized the TEC report to the Board from February. Oak Knoll Pond payment has occurred, and buckthorn removal to accompany the Wilkinson 319 grant has been accomplished. The Watershed Management Plan engagement campaign is active, and a smart irrigation project has been approved in the Landscape Grant program.

B. Public visitors – non agenda items

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

- A. Consider Designation of Legal Publication – Press Publications and VLAWMO website
Consider 2023 Board Meeting Dates
- B. Consideration of contract extension /amendment on continuance of remaining loads for spent lime project and update on next steps, amendment on temp. easement & update on payment.
- C. Consider 2024 public drainage ditch inspection report
- D. Consider 2024 education and outreach plan
- E. Consider MOU for maintenance for northern Birch shoreline
- F. Consider Invasive yellow iris removal partnership project MOU with NOHOA
- G. Update on Rotary Park prioritization for restoration
- H. Update on carp solutions
- I. Update on Pleasant Lake article #3.
- J. Update memo on Wilkinson Deep water project
- K. Update on scheduling Oath of Office for Director West to April meeting

Discussion:

A motion was made by Director Shuman and seconded by Director Doll Kanne to approve the consent agenda.

Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Rafferty: aye. Motion passed.

VI. Business

A. Administration and Projects

1. Consider election of Board, subcommittee Officers and appointment of TEC chair/ officers

Chair Jim Lindner presented the appointment needs for the Board positions and the subcommittee. Board members discussed the roles.

Discussion:

Chair:

A motion was made by Director Shuman to nominate Chair Lindner as Board Chair. Vote: Shuman: aye, Rafferty: aye, Doll Kanne: aye, Lindner abstained. Motion passed.

Vice-Chair:

A motion was made by Director Rafferty to nominate Director Shuman as Vice Chair. Vote: Rafferty: aye, Doll Kanne: aye, Lindner: aye, Shuman: Abstained. Motion passed.

Treasurer:

A motion was made by Chair Lindner to nominate Director Doll Kanne as Treasurer. Vote: all aye. Motion passed.

Subcommittee:

A motion was made by Director Shuman to nominate Directors Shuman, Lindner, Doll Kanne for the Subcommittee. Vote: All aye. Motion passed.

TEC Chair:

A motion was made by Director Shuman and seconded by Director Rafferty to confirm the TEC appointment for Gloria Tessier to serve as TEC Chair. Vote: all aye. Motion passed.

B. Projects and Programming

1. Consider Landscape Level 2 2024-01 grant application: The Pines HOA Smart Irrigation

Sampedro presented the project which is the first Landscape Level 2 application of the year. Sampedro acknowledged a HOA representative being present.

This application proposes irrigation system updates through the installation of five smart irrigation controllers across a 100-acre neighborhood in North Oaks. The grant will require groundwater conservation reporting from the applicant for the next 5 years.

Discussion:

Director Rafferty inquired about how frequently projects get grant funded at 90%. Sampedro provided that this threshold of grant coverage is reserved for projects that are seen to be of high benefit and importance for the cost. Smart irrigation controllers have been identified in the grant policy as high importance for demonstration and new data collection on water usage and cost. This project supports VLAWMO's initiatives in irrigation and groundwater conservation. Director Rafferty also inquired about when the effort is expected to be complete, Sampedro provided that the controllers are expected to be installed by the end of Spring 2024. Director Rafferty commended that it's a great idea.

A motion was made by Director Rafferty and seconded by Director Shuman to approve the Landscape Level 2 grant application 2024-01 at 90% of eligible project expenses, not to exceed \$19,115.96 in accordance with VLAWMO staff's recommendation and established program guidelines.

Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Rafferty: aye. Motion passed.

2. Update on the East Vadnais Resiliency Study and consider MOU with City of Vadnais Heights

Sampedro reviewed the resiliency study's last Board discussion from the August 2023 Board meeting. At this meeting SRF was approved to complete the resiliency study. Modeling of the targeted subwatershed area is continuing this spring and expected to be completed by April or May 2024. There are nine potential BMP locations identified within the study at this time. SRF created a draft decision matrix for staff and Study partners to use to discuss and

evaluate the various potential considerations and benefits of the BMPs from flood control to water quality. The top three were selected to be brought to a conceptual BMP design level.

Sampedro explained that during the Study development a new MPCA Stormwater Resilience Grant was released that would be a good fit for implementation of projects from the Study. Applications are due April 11th and the City of Vadnais Heights has expressed initial interest in applying. Sampedro highlighted that BMPs 2, 4, and 5 would be the focus of the application, as shown on the slide, if the City of Vadnais Heights pursues the grant opportunity.

VLAWMO staff recommend the Board of Directors approve a draft MOU with the City of Vadnais Heights to support a potential MPCA Implementation for Stormwater Resilience Grant application if the City decides to pursue the application.

Discussion:

Chair Lindner inquired about when staff would know about grant submission results. Sampedro replied that staff would know by June.

Director Doll Kanne commented that the City of Vadnais Heights City Council has discussed the collaboration with VLAWMO, noting that the Council is interested in alleviating flooding in this area as flood events have shown to be increasing and residents in the area have been impacted by the flooding.

It was moved by Director Rafferty and seconded by Director Shuman to approve the MOU between VLAWMO and the City of Vadnais Heights with non-material changes.

Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Rafferty: aye. Motion passed.

3. Update on WMP process including discussion on upcoming Board survey and April 24th Workshop

Voss presented engagement that is underway for the next 10-year Comprehensive Watershed Management Plan (WMP). The required 60-day comment period that the Board authorized at the regular meeting in December closed on February 13. Feedback received is being compiled by VLAWMO and HEI staff.

Voss discussed a WMP survey was created for the public that opened on Feb. 5 and is being advertised and promoted actively including in-person kiosks at local libraries and Tamarack Nature Center. The Board and TEC members are encouraged to advocate residents to participate in the WMP process by filling out this survey, either in-person or online, by March 13. The TEC/CAC/Partner survey also opened on Feb. 5 and closed on Feb. 26.

Tanner summarized the TEC, CAC, and partner survey, noting that these results will be used to build the Board survey. Both will be incorporated into the April 24th Initial Plan Meeting (6:00-7:00 pm), which will be presided upon by the Board and facilitated by VLAWMO staff and HEI. VLAWMO has received RSVPs for the Initial Planning Meeting from BWSR, the Minnesota Department of Health, the Minnesota Pollution Control Agency, and the City of White Bear Lake. The meeting is also open to the public.

Discussion:

Chair Lindner inquired about having a quorum at the Initial Planning Meeting. Administrator Belfiori responded that there is no quorum requirement or action items being taken at this meeting. However, it's important to have attendance due to the implications the meeting will have for VLAWMO's work and financing from 2027-2036.

Director Rafferty inquired about the new Board appointee from the City of White Bear Lake. Tanner confirmed that White Bear Lake has appointed a representative; she wasn't able to attend the Board meeting because of a scheduling conflict with the City Council.

4. Consider 2024 Tamarack Lake alum project design

Tanner presented the project summary with Greg Wilson of Barr Engineering. Meetings for temporary access for the project are underway, and a temporary access agreement is in review with Ramsey County Parks. The cost estimate increased due to the latest market data and the need for a longer hose at Tamarack Lake to achieve the alum application. The recommendation from Barr Engineering is to complete a full dose while monitoring lake pH levels. The anticipated cost range is still below the \$200,000 in the 2024 approved budget. The Tamarack Lake application will inform and guide the efforts that will be explored later for Wilkinson Lake.

Discussion:

Director Rafferty asked about the background of applying full doses vs half doses of alum, and if in the past full doses were the norm. Wilson explained that originally full doses were routine for alum treatments, but past observations indicated that splitting the treatment into multiple doses makes the process more efficient, and makes the treatment last longer. In the case of Tamarack Lake, Wilson explained that a full, single dose is sought because it's a smaller lake with difficult access conditions.

Director Rafferty also asked about the impacts that half doses have on the budget. Wilson explained that generally two half doses cost more, but he expects two half doses to be more appropriate for Wilkinson Lake because of its larger size, shallow conditions, and larger chemical dose required.

A motion was made by Director Rafferty and seconded by Director Doll Kanne to approve VLAWMO staff and the project engineer to continue preparing Request For Quote documents for an alum treatment in Tamarack Lake.

Vote: Shuman: aye. Doll Kanne: aye. Lindner: aye. Rafferty: aye. Motion passed.

VII. Discussion

Administrator Belfiori discussed scheduling the April subcommittee meeting dates and inquired about the dates presented. Consensus indicated Wednesday April 3rd.

VIII. Administration communication

1. Scheduling early April Board subcommittee meeting.

XI. Adjourn

A motion was made by Director Rafferty and seconded by Director Doll Kanne to adjourn at 7:41 pm. Vote: Shuman: aye, Doll Kanne: aye, Lindner: aye, Rafferty: aye. Motion passed.

DRAFT

IV. A. New Board Member Oath of Office

OFFICIAL OATH OF OFFICE

State of Minnesota,
County of Ramsey
Vadnais Lake Area Water Management
Organization

I, _____(your name) DO SOLEMNLY SWEAR (OR AFFIRM), to support the Constitution and the Laws of the United States, and of the State of Minnesota, and the and Policies of the Vadnais Lake Area Water Management Organization and to discharge faithfully the duties devolving upon me as director of the Vadnais Lake Area Water Management Organization to the best of my judgment and ability.

_____ Chair _____ Date

Intentional blank page

TEC Report to the Board April 2024

Programs & Projects	Effort Level		Completion Date	Comments	Administration & Operation	
	LOW	MED			2023	2025
Projects						
E. Vadrnais Lake Subwatershed Resiliency Study			Mid 2024	VLAWMO and partners provided comments to SRF on a first draft of the E. Vadrnais Lake Subwatershed Resiliency Study. Final draft for review and approval may be available in April or May.	Audit	Staff has begun the process of working with CLA on the 2023 Audit. Anticipated consideration of the Audit at the 4/24 Board meeting.
Oak Knoll Pond/Wood Lake			2024	Extended temporary easements received, coordination with partners ongoing, and project resuming spring/summer 2024.	Budget	5 year project partnership table and early draft 2025 budget are anticipated to be discussed at the 4/24 VLAWMO Board meeting.
Public Ditch Maintenance			ongoing	2024 Ditch inspection report completed.	Personnel /HR	Training and professional development continues for staff
MPCA 319 /Wilkinson Lake BMP			2024	Eagle monitoring ongoing; pay request expected spring/summer. Planning underway for next round grant project.	SSU	The approved 2024 SSU certifications have been submitted to Anoka and Ramsey County.
Pleasant Lake Carp Management			ongoing	New barrier completed, reinforced, technology added and monitoring underway for spring removal.	Strategic /watershed planning	Noticing complete, and Initial planning meeting prep underway for April 24.
Tamarack Alum Project			2024	RFQ being drafted by Barr for presentation to the Board at the April meeting; alum project implementation anticipated for fall.		

Programs

City/Township MS4	Feb-March	Illicit discharge training video complete for MS4 partners. Street sweeping resource packet dispersed to all municipal partners. Water conservation smart irrigation controller promotion with City of Vadnais Heights.			
Education/Outreach	April-May	Watershed Management Plan engagement efforts, spring grant and raingarden workshops, Bluetthumb shorelines webinar. 2024 Annual Report and summary documents. Spring newsletters.		4M Plus (1.23)	Total
Website	Feb-Sept	Website renovation in progress. Launch expected 9/24.		\$243,365	\$904,223
WAV	April	2024 volunteer kick-off meetings scheduled for 4-11 and 4-18. Aquatic Invasive Species training held with Ramsey County SWCD March 11. 1 new volunteer.			

FINANCIAL SUMMARY as of 4/1/2024		
4M Account (1.10)		Total
\$660,858		\$904,223

Budget Summary	Actual Expense YTD	2024 Budget "working"	Remaining in Budget	% YTD
Operations	\$197,189	\$949,742	\$752,553	21%
CIP	\$131,666	\$1,214,131	\$1,082,465	11%
Total	\$328,855	\$2,163,873	\$1,835,018	15%

VLAWMO Finance Summary: April 2024

Apr-24		Actual 4/1/24	Actual to Date	2024 Budget (June 2023 Board Approved)	Carry over from 2023 to 2024	Remaining in Budget	2024 Available (Dec. 2023 Board approved)	Act vs. Budget
BUDGET #	INCOME							
5.11	Storm Water Utility		\$46,282	\$1,145,431	\$0	\$1,099,149	\$1,145,431	4%
5.12	Service Fees			\$1,000	\$0	\$1,000	\$1,000	0%
5.13	Interest + mitigation acct	\$4,398	\$13,722	\$30,000	\$0	\$16,278	\$30,000	46%
5.14	Misc. income - WCA admin & other	\$802	\$856	\$3,000	\$0	\$2,144	\$3,000	29%
5.15	Other Income Grants/loan	\$5,589	\$5,589	\$365,000	\$0	\$359,411	\$365,000	2%
5.16	Transfer from reserves			\$791,380	\$193,062	\$984,442	\$984,442	0%
	TOTAL	\$10,789	\$66,449	\$2,335,811	\$193,062	\$2,462,424	\$2,528,873	3%
EXPENSES								
3.1	Operations & Administration							
3.110	Office - rent, copies, post tel supplies	\$2,199	\$7,119	\$32,239	\$0	\$25,120	\$32,239	22%
3.120	Information Systems	\$1,571	\$4,713	\$33,850	\$0	\$29,137	\$33,850	14%
3.130	Insurance			\$10,050	\$0	\$10,050	\$10,050	0%
3.141	Consulting - Audit	\$1,680	\$14,175	\$12,000	\$7,000	\$4,825	\$19,000	75%
3.142	Consulting - Bookkeeping	\$59	\$152	\$1,500	\$0	\$1,348	\$1,500	10%
3.143	Consulting - Legal			\$7,000	\$0	\$7,000	\$7,000	0%
3.144	Consulting - Eng. & Tech.	\$609	\$2,114	\$30,000	\$20,000	\$47,886	\$50,000	4%
3.150	Storm Sewer Utility	\$713	\$928	\$22,500	\$0	\$21,572	\$22,500	4%
3.160	Training (staff/board)		\$250	\$14,250	\$0	\$14,000	\$14,250	2%
3.170	Misc. & mileage	\$152	\$416	\$6,930	\$0	\$6,514	\$6,930	6%
3.191	Administration - staff	\$48,631	\$112,964	\$435,554	\$0	\$322,590	\$435,554	26%
3.192	Employer Liability	\$12,344	\$32,043	\$129,869	\$0	\$97,826	\$129,869	25%
3.2	Monitoring and Studies							
3.210	Lake and Creek lab analysis		\$177	\$18,000	\$0	\$17,823	\$18,000	1%
3.220	Equipment	\$57	\$111	\$3,000	\$0	\$2,889	\$3,000	4%
3.230	Wetland assessment & management			\$15,000	\$0	\$15,000	\$15,000	0%
3.240	Watershed planning /special study	\$11,269	\$18,325	\$100,000	\$15,000	\$96,675	\$115,000	16%
3.3	Education and Outreach							
3.310	Public Education		\$2,000	\$6,000	\$0	\$4,000	\$6,000	33%
3.320	Comm., Outreach & Marketing	\$764	\$1,702	\$20,000	\$2,000	\$20,298	\$22,000	8%
3.330	Community Blue Ed Grant			\$8,000	\$0	\$8,000	\$8,000	0%
<i>Total Core functions: Ops, Monitoring, Education</i>		<i>\$80,048</i>	<i>\$197,189</i>	<i>\$905,742</i>	<i>\$44,000</i>	<i>\$752,553</i>	<i>\$949,742</i>	<i>21%</i>
Capital Improvement Projects and Programs								
3.4	Subwatershed Activity							
3.410	Gem Lake			\$25,000	\$10,000	\$35,000	\$35,000	
3.420	Lambert Creek	\$2,258	\$2,258	\$90,000	\$0	\$87,742	\$90,000	3%
3.421	Lambert Lake Loan			\$38,569	\$0	\$38,569	\$38,569	0%

3.425	Goose Lake	\$448	\$25,356	\$85,000	\$0	\$59,644	\$85,000	30%
3.430	Birch Lake		\$1,150	\$48,000	\$0	\$46,850	\$48,000	2%
3.440	Gilf Black Tam Wilk Amelia	\$8,986	\$37,415	\$345,000	\$60,000	\$367,585	\$405,000	9%
3.450	Pleasant Charley Deep	\$12,657	\$32,220	\$145,000	\$0	\$112,780	\$145,000	22%
3.460	Sucker Vadnais	\$5,011	\$21,203	\$90,000	\$33,000	\$101,797	\$123,000	17%
3.48	Programs							
3.480	Soil Health Grant	\$48	\$186	\$10,500	\$4,500	\$14,814	\$15,000	1%
3.481	Landscape 1		\$5,000	\$40,000	\$16,263	\$51,263	\$56,263	9%
3.482	Landscape 2/BWSR WBF		\$1,278	\$60,000	\$25,299	\$84,021	\$85,299	1%
3.483	Project Research & feasibility			\$5,000	\$0	\$5,000	\$5,000	0%
3.485	Facilities Maintenanc/ Pub. Ditch Main.	\$2,044	\$5,600	\$78,000	\$0	\$72,400	\$78,000	7%
3.5	Regulatory							
3.510	Engineer Plan review			\$5,000	\$0	\$5,000	\$5,000	0%
	<i>Total CIP & Program</i>	\$31,452	\$131,666	\$1,065,069	\$149,062	\$1,082,465	\$1,214,131	11%
	Total of Core Operations & CIP	\$111,500	\$328,855	\$1,970,811	\$193,062	\$1,835,018	\$2,163,873	15%

Fund Balance	3/1/2024	4/1/2024
4M Account	\$796,909	\$660,858
4M Plus Savings	\$242,275	\$243,365
Total	\$1,039,184	\$904,223

Restricted funds	4/1/2024
Mitigation Savings	\$21,023
Term Series	\$300,000

Vadnais Lake Area Water Management Orga
Profit & Loss
March 14 through April 10, 2024

12:15 PM

04/02/2024

Cash Basis

Mar 14 - Apr 10, 24

Ordinary Income/Expense

Income

Misc. 802.00

5.1 · Income

5.13 · Interest 4,398.51

Total 5.1 · Income 4,398.51

6.6.6 · Grants 5,589.25

Total Income 10,789.76

Gross Profit 10,789.76

Expense

3.1 · Administrative/Operations

3.110 · Office

Copies 88.68

Phone/Internet/Machine Overhead 315.00

Postage 31.21

Rent 1,765.00

Total 3.110 · Office 2,199.89

3.120 · Information Systems

IT Support 1,571.00

Total 3.120 · Information Systems 1,571.00

3.141 · Audit 1,680.00

3.142 · Bookkeeping help 59.09

3.144 · Eng. & Tech. 609.37

3.150 · Storm Sewer Utility 712.50

3.170 · Misc. & mileage 151.84

3.191 · Employee Payroll

payroll 48,631.81

Total 3.191 · Employee Payroll 48,631.81

3.192 · Employer Liabilities

Admin payroll processing 244.33

Administration FICA 3,546.63

Administration PERA 3,647.37

Insurance Benefit 4,906.08

Total 3.192 · Employer Liabilities 12,344.41

Total 3.1 · Administrative/Operations 67,959.91

3.2 · Monitoring and Studies

3.220 · Equipment 56.62

3.240 · Watershed Plan Amendment 11,268.67

Total 3.2 · Monitoring and Studies 11,325.29

3.3 · Education and Outreach

3.320 · Marketing 764.28

Total 3.3 · Education and Outreach 764.28

3.4 · Capital Imp. Projects/Programs	
3.420 · Lambert Creek Restoration	
Whitaker Wetlands	2,258.00
Total 3.420 · Lambert Creek Restoration	<u>2,258.00</u>
3.425 · Goose Lake	
Oak Knoll	447.50
Total 3.425 · Goose Lake	<u>447.50</u>
3.440 · Gilfillan Black Tamarack Wilkin	8,985.78
3.450 · Pleasant Charley Deep	12,657.64
3.460 · Sucker Vadnais	5,010.75
Total 3.4 · Capital Imp. Projects/Programs	<u>29,359.67</u>
3.48 · Programs	
3.480 · Soil Health Grant	48.66
3.485 · Facilities & Maintenance	2,044.40
Total 3.48 · Programs	<u>2,093.06</u>
Total Expense	<u>111,502.21</u>
Net Ordinary Income	<u>-100,712.45</u>
Net Income	<u><u>-100,712.45</u></u>

Vadnais Lake Area Water Management Organization

12:18 PM

Check Detail

04/02/2024

March 14 through April 10, 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	eft	03/14/2024	further		Checking - 1987		-6.00
				Insurance Benefit		-6.00	6.00
TOTAL						-6.00	6.00
Check	eft	03/14/2024	US Bank		Checking - 1987		-44.14
				3.142 · Bookkeeping help		-44.14	44.14
TOTAL						-44.14	44.14
Check	5752	04/10/2024	Dawn Tanner		Checking - 1987		-117.25
				3.170 · Misc. & mileage		-117.25	117.25
TOTAL						-117.25	117.25
Check	5753	04/10/2024	Nicholas Voss		Checking - 1987		-136.02
				3.170 · Misc. & mileage		-11.14	11.14
				3.320 · Marketing		-5.54	5.54
				3.320 · Marketing		-8.98	8.98
				3.320 · Marketing		-110.36	110.36
TOTAL						-136.02	136.02
Check	5754	04/10/2024	Brian Corcoran		Checking - 1987		-80.07
				3.170 · Misc. & mileage		-23.45	23.45
				3.220 · Equipment		-56.62	56.62
TOTAL						-80.07	80.07
Check	5755	04/10/2024	CliftonLarsonAllen		Checking - 1987		-1,680.00
				3.141 · Audit		-1,680.00	1,680.00
TOTAL						-1,680.00	1,680.00
Check	5756	04/10/2024	Metro - Inet		Checking - 1987		-1,571.00
				IT Support		-1,571.00	1,571.00
TOTAL						-1,571.00	1,571.00
Check	5757	04/10/2024	FastSigns		Checking - 1987		-191.00
				3.320 · Marketing		-191.00	191.00
TOTAL						-191.00	191.00

	Check	5758	04/10/2024 Gallagher	Checking - 1987		-3,416.67
				3.240 · Watershed Plan Amendment	-3,416.67	3,416.67
TOTAL					<u>-3,416.67</u>	<u>3,416.67</u>
	Check	5759	04/10/2024 SRF Consulting Group	Checking - 1987		-5,010.75
				3.460 · Sucker Vadnais	-5,010.75	5,010.75
TOTAL					<u>-5,010.75</u>	<u>5,010.75</u>
	Check	5760	04/10/2024 SEH	Checking - 1987		-4,265.85
				3.440 · Gilfillan Black Tamarack Wilkin	-3,656.48	3,656.48
				3.144 · Eng. & Tech.	-609.37	609.37
TOTAL					<u>-4,265.85</u>	<u>4,265.85</u>
	Check	5761	04/10/2024 Houston Engineering, Inc	Checking - 1987		-11,597.50
				3.485 · Facilities & Maintenance	-1,487.50	1,487.50
				Whitaker Wetlands	-2,258.00	2,258.00
				3.240 · Watershed Plan Amendment	-7,852.00	7,852.00
TOTAL					<u>-11,597.50</u>	<u>11,597.50</u>
	Check	5762	04/10/2024 Barr Engineering Co	Checking - 1987		-5,776.80
				3.440 · Gilfillan Black Tamarack Wilkin	-4,459.30	4,459.30
				Oak Knoll	-447.50	447.50
				3.440 · Gilfillan Black Tamarack Wilkin	-870.00	870.00
TOTAL					<u>-5,776.80</u>	<u>5,776.80</u>
	Check	5763	04/10/2024 Press Publications	Checking - 1987		-448.40
				3.320 · Marketing	-448.40	448.40
TOTAL					<u>-448.40</u>	<u>448.40</u>
	Check	5764	04/10/2024 Ehlers & Associates, Inc.	Checking - 1987		-712.50
				3.150 · Storm Sewer Utility	-712.50	712.50
TOTAL					<u>-712.50</u>	<u>712.50</u>
	Check	5765	04/10/2024 carp solutions	Checking - 1987		-12,657.64
				3.450 · Pleasant Charley Deep	-12,657.64	12,657.64
TOTAL					<u>-12,657.64</u>	<u>12,657.64</u>
	Check	5766	04/10/2024 Jonna Klatt	Checking - 1987		-48.66
				3.480 · Soil Health Grant	-48.66	48.66
TOTAL					<u>-48.66</u>	<u>48.66</u>

Check	5767	04/10/2024	City of Vadnais Heights	Checking - 1987		-2,199.89
				Rent	-1,765.00	1,765.00
				Phone/Internet/Machine Overhead	-315.00	315.00
				Postage	-31.21	31.21
				Copies	-88.68	88.68
TOTAL					-2,199.89	2,199.89

Check	5768	04/10/2024	City of White Bear Lake	Checking - 1987		-60,970.22
				payroll	-48,631.81	48,631.81
				Administration FICA	-3,546.63	3,546.63
				Administration PERA	-3,647.37	3,647.37
				Insurance Benefit	-4,900.08	4,900.08
				Admin payroll processing	-244.33	244.33
TOTAL					-60,970.22	60,970.22

Vadnais Lake Area Water Management Organization

Custom Transaction Detail Report

February 1 through April 1, 2024

12:13 PM

04/02/2024

Accrual Basis

Feb 1 - Apr 1, 24

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Credit Card Charge	02/02/2024		Google*SVCAPPS_VLAWM		US Bank CC	✓ WEB		42.00	42.00
Credit Card Charge	02/08/2024		adobe *photography plan		US Bank CC	✓ Software		9.99	51.99
Credit Card Charge	02/12/2024		Name Bank USA	mailing list	US Bank CC	✓ 3.320 · Marketing		147.50	199.49
Credit Card Charge	02/12/2024		xylem	ysi unit	US Bank CC	✓ Wilkinson 319 grant 320705.50		3,938.75	4,138.24
Credit Card Charge	02/14/2024		Aatrix	1095-B efile	US Bank CC	✓ 3.142 · Bookkeeping help		24.95	4,163.19
Transfer	02/20/2024			Funds Transfer	US Bank CC	✓ Checking - 1987		-639.25	3,523.94
Credit Card Charge	02/21/2024		Ace Hardware	remote camera batteries	US Bank CC	✓ 3.485 · Facilities & Maintenance		21.99	3,545.93
Credit Card Charge	02/26/2024		Adobe *Creative Cloud		US Bank CC	✓ Software		32.50	3,578.43
Credit Card Charge	02/28/2024		hologram	account refill	US Bank CC	✓ 3.210 · Lake & Creek lab analysis		30.00	3,608.43
Credit Card Charge	03/01/2024		Starbucks	coffee for S to S	US Bank CC	✓ 3.485 · Facilities & Maintenance		48.20	3,656.63
Credit Card Charge	03/01/2024		Fresh Thyme	ICWC crew snacks	US Bank CC	✓ 3.485 · Facilities & Maintenance		22.19	3,678.82
Credit Card Charge	03/01/2024		subway	lunch Corrections crew	US Bank CC	✓ 3.485 · Facilities & Maintenance		140.07	3,818.89
Credit Card Charge	03/04/2024		Google*SVCAPPS_VLAWM		US Bank CC	✓ WEB		42.00	3,860.89
Credit Card Charge	03/05/2024		print for change	costshare Brochures	US Bank CC	3.482 · Landscape 2		377.50	4,238.39
Credit Card Charge	03/08/2024		Fresh Thyme	ICWC crew snacks	US Bank CC	3.485 · Facilities & Maintenance		12.97	4,251.36
Credit Card Charge	03/08/2024		subway	lunch Corrections crew	US Bank CC	3.485 · Facilities & Maintenance		133.46	4,384.82
Credit Card Charge	03/08/2024		Starbucks	coffee for S to S	US Bank CC	3.485 · Facilities & Maintenance		37.19	4,422.01
Credit Card Charge	03/13/2024		Aatrix	1095-B efile	US Bank CC	3.142 · Bookkeeping help		14.95	4,436.96
Credit Card Charge	03/19/2024		Aatrix	1095-B efile	US Bank CC	3.142 · Bookkeeping help		14.95	4,451.91
Credit Card Charge	03/19/2024		NAISMA	buckthorn supplies	US Bank CC	3.485 · Facilities & Maintenance		104.30	4,556.21
Credit Card Charge	03/19/2024		Ace Hardware	gloves & bags	US Bank CC	3.485 · Facilities & Maintenance		78.94	4,635.15
Credit Card Charge	03/20/2024		Prairie Restorations	plants	US Bank CC	3.485 · Facilities & Maintenance		373.66	5,008.81
								5,008.81	5,008.81

Feb 1 - Apr 1, 24

Intentional blank page

To: VLAWMO Board of Directors
From: Phil Belfiori, Dawn Tanner, and Greg Wilson
Date: April 17, 2024
Re: **V. A.:** Consider Tamarack Lake Alum project Plans and Specs and access agreement

Since the February VLAWMO Board meeting, VLAWMO staff have received the completed and signed temporary access agreement with Ramsey County Parks. The temporary access agreement is included in the packet and ready for VLAWMO signature.

As authorized at the February Board meeting, Barr Engineering has completed the Request For Quote documents. These documents are included in the packet, and ready for submission to potential contractors by Barr Engineering. It is anticipated that a recommendation will be provided by Barr Engineering to consider the quote(s) at the June regular Board meeting.

Requested action:

Director _____ moves and Director _____ seconds to approve the Board Chair signing of the temporary access agreement with Ramsey County and authorize VLAWMO staff and the project engineer to request quotes for an alum treatment in Tamarack Lake.

Attachments:

1. Temporary Access Agreement with Ramsey County
 - o To review the full document, see link below:
https://www.vlawmo.org/index.php/download_file/4868/
2. Request for Quote documents by Barr Engineering including the draft contract by VLAWMO legal counsel
 - o To review the full document, see link below:
https://www.vlawmo.org/index.php/download_file/4869/

**PROPERTY ACCESS AGREEMENT
VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION**

PROPERTY OWNER NAME(S): County of Ramsey, a political subdivision of the State of Minnesota, through Ramsey County Parks and Recreation and Ramsey County Soil and Water Conservation Division (“Owner”)

PROPERTY ADDRESS: Tamarack Nature Center, 5287 Otter Lake Rd, White Bear Township, MN 55110 (“Property”)

PROPERTY ID NUMBER (PID): Parcel ID: 103022330003

SECTION 10 TOWN 30 RANGE 22 SUBJ TO RDS THE FOL; EX W 697 FT OF E ...OF W 1/2 OF SEC 10 TN 30 RN 22

EFFECTIVE DATE: March 31, 2024

TERMINATION DATE: December 31, 2024

By executing this Property Access Agreement (“Agreement”), Owner understands that the Vadnais Lake Area Water Management Organization (“VLAWMO”) desires to enter onto the above-listed Property to carry out certain work, as described generally below. The work consists of an alum treatment, divided into two phases, to treat internal phosphorus loading in Tamarack Lake, which is an impaired water as designated by the Minnesota Pollution Control Agency (MPCA) for nutrients. The work is the result of a preceding feasibility study in the attached **Exhibit A**. Phase 1 of the alum treatment is anticipated to occur during fall 2024. Phase 2 of the alum treatment is anticipated to occur 2-3 years after the first phase has been completed. The decision for timing of the phase 2 application will be a result of monitoring conducted by VLAWMO and upon recommendation by the project engineer. The Owner is willing to grant access to the Property on the terms and conditions provided by this Agreement and with ongoing collaboration between both parties. As more information becomes available in the request for quote documents and contract documents, those will be shared by VLAWMO with the Owner. A focus of ongoing communication, especially regarding site access and staging specifics, will be regular updates and accommodation of potential nature center activities. An important and sensitive activity window will happen October 24-November 1 because Tamarack Nature Center has a high-attendance activity. VLAWMO and the Owner will coordinate around this window of time with additional sensitivity to ensure that the project activities are not interfering with the event. The right of entry granted herein shall apply to VLAWMO, its employees, agents, and contractors, collectively referred to herein as VLAWMO. Owner and VLAWMO agree as follows:

1. Right of Entry. Owner hereby grants to VLAWMO, its employees, agents, and contractors a temporary and non-exclusive license to enter upon the Property for the purpose of performing the following work (collectively, the “**Work**”):

The work consists of staging and conducting an alum treatment in Tamarack Lake in two phases. Phase 1 is anticipated to be completed during fall 2024. **Exhibit B** shows the anticipated use area for project delivery, staging, and the possible location for temporary storage tanks. The final use area will be defined by the contractor as part of the quote/bid received and will be shared with the Owner by VLAWMO once a contractor has been selected and approved by the VLAWMO Board to complete the work. Staging may include setting up and maintaining storage tanks with double containment for alum (aluminum sulfate) and a buffer (sodium aluminate), delivering the chemicals to the site, and filling the tanks onsite. Chemical delivery and maintenance will be conducted consistent with bid or quote documents that will include a management/safety response plan. Conducting the alum treatment will include a contractor using the parking lot area and vehicle access trails to bring a small boat (e.g., pontoon or other similar watercraft) near the application location. Once supplies are close to the application area, they will be transported along the boardwalk using wheeled carts or hand-carried. The small watercraft will be launched at or near the observation platform. Chemicals will be loaded onto the watercraft and applied to the lake in accordance with the description that will be provided by the contractor in the quote/bid documents and successful quote/bid. Staging will begin prior to each phase of the alum treatment, with communication and coordination between VLAWMO and the Owner. The application of alum is anticipated to take a few days over the course of 1-2 weeks, dependent upon weather and pH response in the lake. Monitoring will be conducted by the project engineer during the alum application as per MPCA requirements, and VLAWMO will be conducting ongoing monitoring once the application has been completed. Phase 2 will be conducted in the same manner as phase 1 and will be timed according to recommendations made by the project engineer.

Owner authorizes VLAWMO, at VLAWMO’s reasonable discretion, to enter upon and temporarily bring onto the Property such equipment and materials as may be reasonably needed to perform the Work. Owner represents and warrants that it is the fee owner of the Property and has the authority and right to enter into this Agreement on behalf of all owners of the Property.

2. Term. This Agreement shall commence as of the Effective Date and terminate on the Termination Date as indicated above unless extended by mutual written agreement of the parties. Following completion of the Work, VLAWMO agrees to reasonably restore the Property to its prior condition in the event that it is damaged as a result of the work. All such restoration work shall be completed before the indicated termination date.

**PROPERTY ACCESS AGREEMENT
VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION**

3. Fees and Costs. VLAWMO shall be solely responsible for the costs of all labor, services, equipment, and materials used in conducting the Work at the Property and shall not permit any lien or encumbrance upon the Property resulting from its activities thereon. VLAWMO is also responsible for all costs associated with restoring the Property.
4. Property Damage. If VLAWMO causes damage to the Property or Owner's personal property while performing the Work, VLAWMO shall repair the Property or replace the damaged item at its own cost.
5. Insurance. VLAWMO shall require the contractor completing the work to maintain workers' compensation insurance (unless exempt under law) and commercial general liability insurance with coverage limits of no less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, \$2,000,000 products/completed operations total limit, \$1,000,000 personal injury, and advertising liability. An umbrella or excess liability policy over primary liability insurance coverages is an acceptable method to provide the required commercial general liability and employer's liability insurance amounts.

Additional insurance requirements include:

Auto Liability: If the contractor is driving on behalf of the county but not transporting clients as part of the contractor's services under this contract, a minimum of \$500,000 combined single limit auto liability, including hired, owned and non-owned.

Professional Liability: Professional liability of no less than \$1,000,000 per claim and \$3,000,000 aggregate limit.

Work Comp: Workers' Compensation as required by Minnesota Law. Employer's liability with limits of \$500,000/\$500,000/\$500,000.

Additional Insured: The County must be named as an additional insured on all policies and no work can commence until certificates of insurance are delivered to the County.

If requested, the Contractor shall provide the VLAWMO and the Owner a certificate of insurance showing all insurance coverages it has in effect. The Contractor shall have the Owner named as an additional insured on its commercial general liability policy.

6. Indemnify. VLAWMO will, and will cause its contractors to, indemnify, hold harmless, and defend Owner and its respective officials, agents, and employees against any and all liability, losses, costs, damages, expenses, claims, or actions, including attorney's and expert witness's fees, which Owner or its officials, agents, or employees may sustain, incur, or be required to pay, arising out of or by reason of any act or omission of VLAWMO, its contractors, officials, agents, or employees, arising directly or indirectly from VLAWMO's or its contractor's or contractors' presence on the Property, activities on the Property, acts and/or omissions with respect to the Property and/or Work, and/or from the performance, or failure to adequately or safely perform the Work.
7. Binding Effect. This Agreement shall be binding upon, and inure to the benefit of, the parties' respective successors and assigns.
8. Governing Law. This Agreement shall be interpreted in accordance with and be governed by the laws of the state of Minnesota.
9. Entire Agreement. This Agreement is the full, complete, and entire agreement of the parties with respect to the subjects hereof, and any and all prior writings, representations, and negotiations with respect to those subjects are superseded by this Agreement. This Agreement may only be amended by the parties hereto by a written and signed instrument.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement as of the dates indicated below.

OWNER:

 _____

Signature

Mark McCabe, Director Ramsey County Parks

Printed Name

March 3, 2024

Date

Approved as to form:

 3/11/2024

Assistant County Attorney Date

VLAWMO:

Signature

Printed Name

Date

**PROPERTY ACCESS AGREEMENT
VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION**

Exhibit A: Feasibility study

Attached, beginning on following page

REQUEST FOR QUOTATIONS

2024 ALUM TREATMENT FOR TAMARACK LAKE
WHITE BEAR TOWNSHIP, MINNESOTA
VADNAIS LAKE AREA WATERSHED MANAGEMENT ORGANIZATION

This Request for Quotations was prepared by Barr Engineering Company.



Barr Engineering Company
4300 MarketPointe Drive, Suite 200
Bloomington, MN 55435

**2024 ALUM TREATMENT FOR TAMARACK LAKE
WHITE BEAR TOWNSHIP, MINNESOTA
VADNAIS LAKE AREA WATERSHED MANAGEMENT ORGANIZATION**

TABLE OF CONTENTS

REQUEST FOR QUOTATIONS

- A. Scope of Work
- B. Contractor Qualifications
- C. Examination of Contract Documents and Site
- D. Work Schedule
- E. Price Quote Form
- F. Submission of Price Quotes
- G. Review and Signing of Agreement
- H. Definitions

TECHNICAL SPECIFICATIONS

<u>Division 1</u>	General Specifications
01000	Summary of Work
01010	Measurement and Payment
01070	Project Meetings
01080	Submittals
01085	Safety
01095	Closeout Procedures
01100	Mobilization and Demobilization
<u>Division 2</u>	Technical Specifications
02400	Chemical Treatment

DRAWINGS: Figures 1 and 2

ATTACHMENTS: Attachments 1 and 2



CERTIFICATION

I hereby certify that these specifications were prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the Laws of the State of Minnesota.

Gregory J. Wilson, P.E.

Reg. No. 25782 Date April 15, 2024



**REQUEST FOR QUOTATIONS
2024 ALUM TREATMENT FOR TAMARACK LAKE
WHITE BEAR TOWNSHIP, MINNESOTA
VADNAIS LAKE AREA WATERSHED MANAGEMENT ORGANIZATION AND
RAMSEY COUNTY**

The Vadnais Lake Area Watershed Management Organization (Owner) is requesting written quotations for conducting an alum treatment of Tamarack Lake in White Bear Township, Minnesota. The Work (as defined below) includes delivering and applying aluminum sulfate and sodium aluminate (referred to as alum) to the lake to mitigate the internal release of phosphorus from lake sediment. The Work is to be completed by October 23, 2024. Quotations must be submitted to the Owner in accordance with the requirements herein by **noon CST on Thursday, May 23, 2024.**

The form of the contract to be entered by the selected contractor and the Vadnais Lake Area Watershed Management Organization is provided in Attachment 1. Respondents must prepare a quote based upon the requirements of the contract form, attached drawings (Figures 1 and 2) and technical specifications. The quotes provided in response to this request must represent full reimbursement for all costs associated with completing the scope of work.

A. Scope of Work

The Work includes:

1. Mobilize and demobilize labor, equipment, and materials, as needed.
2. Deliver and apply alum to the lake.
3. Maintain and protect shoreline areas used for access to lake and areas used for parking of equipment and materials.
4. Install and remove all appropriate signage and buoys (if used) in a timely manner.
5. Restore all land areas directly or indirectly disturbed by the Work.

B. Contractor Qualifications

1. The quote must include documentation of past relevant experience, including documentation of past relevant experience with at least three examples of simultaneous application of liquid aluminum sulfate and liquid sodium aluminate to lakes of 10 acres or larger in size. Furthermore, Contractor must have the necessary equipment utilizing a barge or similar vessel with an Engineer approved microprocessor injection system that allows for uniform application of liquid aluminum sulfate and sodium aluminate at variable boat speeds, as provided in Section 02400 of the Specifications.



2. The Owner reserves the right to make inquiries regarding whether a respondent has the practical knowledge, experience, available personnel, equipment, and financial resources for the timely and professional completion of the Work. The Owner also reserves the right to make inquiries regarding past performance of a respondent on previous contracts. The object of this review and subsequent inquiries is to provide the Owner with the best available information regarding the capabilities of the respondent to complete the Work as specified in the Contract Documents and minimize the risk of awarding work to an unqualified Contractor.
3. The Owner reserves the right to reject all quotes or any quote providing insufficient or unsatisfactory evidence to demonstrate the respondent's ability to perform the Work. Failure on the part of any respondent to have carried out previous contracts satisfactorily, to show adequate experience, or to possess necessary equipment or labor for completion of the work, may be deemed sufficient cause for disqualification of said respondent.
4. The Owner will exercise its discretion to select from among the respondents the Contractor it determines is most likely to complete the Work in a timely and satisfactory manner in accordance with the Contract Documents and specifications.

C. Examination of Contract Documents and Site

1. It is the responsibility of each respondent before submitting a price quote to examine this request for quotations and all attachments (the Contract Documents, as defined in the Agreement form in Attachment 1) and become thoroughly familiar with all terms, conditions, and requirements; visit the site to become familiar with local conditions that may affect cost, progress, performance or furnishing of the Work; and notify Owner of all conflicts, errors or discrepancies in the request for quotations and all attachments.
2. A site visit is recommended. Portions of the site (shown in Figure 1) are available for inspection during normal working hours with prior notice to the Engineer, who will notify VLAWMO and Ramsey County, at least 48 hours in advance.
3. Any questions shall be directed to:

Greg Wilson, PE
Senior Water Resources Engineer
Barr Engineering Co.
952.832.2672
gwilson@barr.com

D. Work Schedule

1. The Work will begin immediately after Owner issues a notice to proceed to Contractor and must be completed by October 23, 2024. Following notice to proceed, Contractor will notify Engineer and Owner 5 days in advance of the beginning of the Work to allow for notification to Ramsey County.



E. Price Quote Form

1. The undersigned Contractor proposes and agrees, if this quote is accepted, to enter into an agreement with the Owner in the form included in the Contract Documents (Attachment 1), and to perform all work as specified or indicated in the Contract Documents for the prices in its quote and within the times indicated, in accordance with the terms and conditions of the Contract Documents. Contractor accepts all terms and conditions of the request for quotes. A submitted quote will remain subject to acceptance for 45 days after the date for submission of quotes stated above.
2. In submitting this quote, the Contractor represents that it has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents, and hereby acknowledges receipt of the following addenda:

Addendum No.	Addendum Date

3. The price quote form may be completed in ink, by typewriter, or by computer program.
4. The address and telephone number for communications regarding the price quote must be shown on the price quote form.

Item	Description	Unit	Estimated Quantity	Unit Price	Extension
1.1	Mobilization to Tamarack Lake	LS	1		
1.2	Liquid Aluminum Sulfate Application to Tamarack Lake	Gallons	7,600		
1.3	Liquid Sodium Aluminate Application to Tamarack Lake	Gallons	3,800		
Total Quote					

GRAND TOTAL OF BASE PRICE QUOTE EXTENSIONS

(in words) _____ Dollars
 (\$ _____)

F. Submission of Price Quotes

1. All price quotes shall be submitted on the unaltered forms included with the quotation. The blank spaces on the form shall be filled in correctly in ink, typewritten or printed where



indicated for each and every item for which a quantity is given, and the respondent shall clearly indicate the prices for which he/she proposes to do each item of the Work.

2. All costs to complete the Work will be considered to be included in the quoted price and no additional compensation will be provided.
3. The price quote submittal must include documentation of past relevant experience, in a format of choice, including documentation of past relevant experience with at least three examples of simultaneous application of liquid aluminum sulfate and liquid sodium aluminate to lakes of 10 acres or larger in size.
4. The price quote form including required attachments shall be submitted by email to Greg Wilson at gwilson@barr.com or by mail to:

Barr Engineering Company
4300 MarketPointe Drive, Suite 200
Bloomington, MN 55435
Attn: Greg Wilson gwilson@barr.com
5. Price quotes must be received not later than **noon CST, May 23, 2024**.

G. Review and Signing of Agreement

1. Owner will notify the Contractor selected to complete the Work of its selection on or before the close of business June 27, 2024, and will provide the required number of unsigned counterparts of the Contract Documents for the Work.
2. The respondent shall review Attachment 1, noting all insurance requirements. Attachment 1 includes baseline terms regarding indemnification, insurance, property, and data management. Owner is disinclined to negotiate the terms of the Contract Documents but encourages respondents to call to discuss any terms. Modification of terms in the Agreement is solely at Owner's discretion.
3. Within ten calendar days after receiving notice of selection, the selected Contractor must sign and deliver the required number of counterparts of the Contract Documents with attachments to Owner, in accordance with the instruction for delivery in the notice, along with the required evidence of insurance and any other required submittals.

H. Definitions

1. Terms used in the Contract Documents have the following meanings:
 - a. **Agreement**– the template document included in the Contract Documents titled Agreement between Vadnais Lake Area Watershed Management Organization and Contractor, to be completed and executed by Vadnais Lake Area Watershed Management Organization and the selected Contractor (Attachment 1).
 - b. **County** – the County of Ramsey, fee title holder of the Site.
 - c. **Contract Documents**– the documents listed in the recitals of the Agreement.
 - d. **Engineer**– Barr Engineering Co., the owner's agent, responsible for project oversight on behalf of the Owner.
 - e. **Owner**– Vadnais Lake Area Watershed Management Organization.
 - f. **Project** – is synonymous with the Work.



- g. **Site**– the area within which the Work is to be performed, shown in Figures 1 and 2.
- h. **Selected Contractor or Contractor** – the respondent selected by Owner to complete the Work. The selected contractor becomes the Contractor on execution of the agreement.
- i. **Work**– pursuant to the Contract Documents, furnishing all materials, equipment, and labor to complete the scope of work in Section A of this request for quotations and the items in the Price Quote Form.

Communications concerning this price quote shall be addressed to the address of respondent at the address indicated below.

This quotation is submitted by:

Firm Name:

By (Typed or Printed):

Signature:

Title:

Official Address:

Phone:

()

Federal Tax I.D. No.

Date:

Experience With Alum Applications to Lakes (Yes or No):

Contact Information for Project Reference(s):



To: VLAWMO Board of Directors

From: Dawn Tanner and Phil Belfiori

Date: April 17, 2024

Re: **V. B. :** Consider HEI Wilkinson Deep-water Wetland BMP monitoring task order

At VLAWMO staff's request, HEI prepared a monitoring scope for the Wilkinson deep-water wetland project. The scope is consistent with the grant project budget and will inform required reporting to MPCA for pollutant load reductions. The total cost for the scope is \$8,300 with additional in-kind support from VLAWMO staff. The full scope is attached in the packet and was recommended by the TEC to the Board at the March TEC meeting.

Requested Action: Director _____ moves and Director _____ seconds to authorize signing the HEI scope for monitoring the Wilkinson Deep-water Wetland and returning the fully executed scope to HEI.

Attachments:

1. Monitoring scope for Wilkinson Deep-water Wetland by HEI

SCOPE OF SERVICES



Task Order No. 2024-01
Vadnais Lakes Area WMO



Wilkinson Lake BMP Monitoring Assistance

Houston Engineering Inc. (HEI) Project No.: R007057-0022

Task Order Purpose:

The project purpose is to assist VLAWMO staff with monitoring and evaluating load reductions from the Wilkinson Lake BMP Wetland Creation Project. The following tasks are anticipated.

Professional Services Rendered:

A draft monitoring plan has been developed which provides one methodology that could be followed to measure changes in water quality as a result of the construction of the wetland (see **Appendix A**). The following is a summary of the tasks from the monitoring plan which we recommend be completed by HEI. (Note: additional tasks may be added to this scope upon request).

Task 1: Streamflow monitoring:

- Survey staff gauge and downstream outlet channel.
- Prepare rating curve for project outlet channel based on XP-SWMM model previously completed for the Wilkinson Lake BMP project.
- Calculate streamflow based on velocity and depth measurements provide by VLAWMO staff in the field.

Task 2: Water quality sampling:

- Assist VLAWMO staff with monitoring collection planning.
- Review XP-SWMM model to determine expected minimum and maximum flow rates for the streamflow monitoring location, based on the model output hydrograph from a 10-year, 24-hour storm event.

Task 3: Data Analysis

- Compare the inflow levels of TSS and TP against the outflow levels in various scatter plots through Microsoft Excel.
- Summarize the results in a Technical Memorandum.

SCOPE OF SERVICES



Task Order No. 2024-01
Vadnais Lakes Area WMO



Wilkinson Lake BMP Monitoring Assistance

Deliverables:

The deliverables for the Task Order consist primarily of:

- Water quality technical memorandum
- Survey of staff gauge
- Three virtual meetings with VLAWMO staff

Schedule and Compensation:

We estimate a cost of **\$8,300** for services described within this task order. HEI shall not exceed this amount for the completion of this work without prior authorization from VLAWMO. It is understood that the MPCA reporting deadlines occur annually in August and February. In order to get a true “annual” load reduction estimate, at least one complete sampling season worth of data is required at a minimum. The intent would be to collect samples in spring/ summer/ fall of 2024, then data analysis complete near the end of 2024, with the deadline for submittal of the Final Report completed on or before February 1, 2025 in time for MPCA reporting timelines. The collection of adequate water quality samples will be dependent on weather conditions, and may potentially delay the process.

Assumptions:

The estimated compensation for the execution of the tasks identified within the “Professional Services Rendered” section of this Task Order is based upon the following assumptions:

1. VLAWMO will lead site visits, collection of sampling and environmental condition data, and deliveries of water quality samples to VLAWMO’s preferred environmental quality laboratory.
2. No more than three (virtual) meetings will be required.
3. HEI will coordinate and receive compiled and organized data from the VLAWMO.
4. HEI will not need to coordinate with the MPCA during this process.
5. VLAWMO will coordinate submittals to the MPCA.

SCOPE OF SERVICES



**Task Order No. 2024-01
Vadnais Lakes Area WMO**



Wilkinson Lake BMP Monitoring Assistance

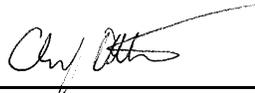
SIGNATURES:

The services described by this Task Order are being provided in accordance with the Professional Services Agreement between the Vadnais Lakes Area Water Management Organization and Houston Engineering dated May 6, 2021. This Task Order shall be effective **February 1, 2024** as authorized by the signatures of representatives of the Vadnais Lakes Area Water Management Organization and Houston Engineering, Inc.

VLAWMO

By: _____
Name: Phil Belfiori
Title: Administrator
Date: _____

Houston Engineering, Inc.

By: 
Name: Chris Otterness
Title: Principal/ Client Manager
Date: February 6, 2024

SCOPE OF SERVICES



Task Order No. 2024-01
Vadnais Lakes Area WMO



Wilkinson Lake BMP Monitoring Assistance

Appendix A – Draft Monitoring Plan

The following draft monitoring plan is designed to measure changes in load reductions as a result of the construction of the wetland.

Streamflow monitoring:

- Determine streamflow monitoring location(s) for collecting streamflow data. We recommend measure streamflow from one location (just downstream of the newly constructed deepwater wetland). Upstream flow can be partitioned among the contributing channels based on drainage area.
- Define a rating curve for the outlet streamflow monitoring location downstream of the project, based on the XP-SWMM model for the area.
- Install a water level staff gauge at the streamflow monitoring location
- Manually calculate streamflow periodically (2-3 times, particularly during low flow conditions) at the downstream streamflow monitoring location to compare against SWMM model rating curve, using in-stream velocity measurement and channel survey

Site visits and rough budgetary considerations:

Mobilization, [preparing field excursion materials, equipment shake-down (if applicable: testing, pre-install QAQC, charging batteries, testing computer interface, etc.)] – 0.5 day, 1 staff

Equipment Install and on-site calibration – 1 trip, 0.5 day, 2 staff

Decommissioning – 1 trip, 0.5 day, 2 staff

Optional Items:

- Manually calculate streamflow periodically (2-3 times) from upstream inlet(s) to determine fraction of total flow from each inlet.
- Install continuous flow monitoring equipment.

Responsibilities:

VLAWMO: Install/remove staff gauge, collect stream velocity measurements

HEI: Survey staff gauge, prepare rating curve, calculate flow from velocity measurements

SCOPE OF SERVICES



Task Order No. 2024-01
Vadnais Lakes Area WMO



Wilkinson Lake BMP Monitoring Assistance

Water quality sampling:

- Water quality monitoring locations should be located upstream of each inlet to the project area (~3 locations) and at the outlet downstream of the project area (1 location – concurrent with streamflow monitoring location).
- Review XP-SWMM model to determine expected minimum and maximum flow rates for the streamflow monitoring location using the hydrograph output for a 10-year 24-hour storm event.
 - Having a defined sampling frequency is significantly less important than ensuring that samples are collected across the full range of expected streamflow conditions.
- Collect at least 12 water quality samples from each final water quality monitoring location.
 - 3+ samples from each water quality monitoring location under relatively low flow conditions (e.g., dry weather).
 - 5+ samples from each water quality monitoring location under moderate flow conditions (e.g., shortly before or up to a few days after a runoff peak).
 - 4+ samples from each water quality monitoring location under high flow conditions (e.g., the day after a significant runoff episode).
- Record stream stage at the time of water quality sampling.

Site visits and budgetary considerations:

Mobilization – 1 hour, 1 staff (per site visit)

Standard site visits – 12 trips, concurrent with streamflow monitoring visits

Lab drop off – 2 hours, 1 staff (per site visit)

Laboratory fees:

Assuming 4 water quality sampling locations, 2 analytes at each location, 12 samples per analyte: 96 water quality samples in total.

TSS - (SM 2540 D-2011 / USGS I-3765-85 methods, or equivalent)

SCOPE OF SERVICES



**Task Order No. 2024-01
Vadnais Lakes Area WMO**



Wilkinson Lake BMP Monitoring Assistance

48 samples * \$23 per sample = ~\$1,100

TP - (EPA 365.3 (0.003 ppb RL Low Level) / SW-846 6010D, or equivalent)

48 samples * \$24 per sample = ~\$1,150

Estimates are based on RMB Environmental Laboratories, Inc. 2024 list prices.

Responsibilities:

VLAWMO: Collect WQ samples, deliver to lab, return results to HEI in a timely manner

HEI: Assist with collection plan development

Data Analysis

Once VLAWMO has water quality samples collected and analyzed by the lab, data will be provided to HEI in a timely manner for analysis. HEI will compare the inflow levels of TSS and TP against the outflow levels via various scatter plots through Microsoft Excel. This will allow for the determination of times when there is expected higher concentrations of TP and TSS inflow, and the measurement of the efficiency of the wetland in reducing those concentrations. The results will be summarized in a brief Technical Memorandum.

Responsibilities:

VLAWMO: Provide collection data

HEI: complete analysis and prepare a memo.

Intentional blank page

To: VLAWMO Board of Directors
From: Nick Voss, VLAWMO Education and Outreach Coordinator
Date: 4/17/24
Re: **V. C. 2023 Annual Report and Water Monitoring Report**

Drafts of the 2023 Annual Report and final Water Monitoring Report are ready for review.

The 2023 Annual Report contains all of the required components including a summary the 2023 financial information, which a requirement for submission to the Board of Water and Soil Resources (BWSR).

The full reports and their supplement summaries (“Watershed-at-a-Glance”, Water Monitoring Summary) are available online for review at these links:

2023 Annual Report:

https://www.vlawmo.org/index.php/download_file/4856/

2023 Watershed at a Glance:

https://www.vlawmo.org/index.php/download_file/4831/

2023 Water Monitoring Report:

https://www.vlawmo.org/files/2417/1320/5143/2023_Monitoring_Report.pdf

2023 Water Monitoring Summary:

https://www.vlawmo.org/files/1217/1215/7100/2023_water_monitoring_report_summary.pdf

Requested VLAWMO Board action:

VLAWMO staff request Board consideration and approval of the 2023 Annual Report and Water Monitoring Report. Staff also requests that the VLAWMO Board authorize final submission of the 2023 VLAWMO Annual Report to the BWSR and the JPA member communities.

Intentional blank page

To: VLAWMO Board **Date:** April 17, 2024
From: Phil Belfiori, Administrator
Subject: V. D. Personnel Subcommittee Recommended Salary Structure Table for 2024-26

Background

At the April 3, 2024 VLAWMO subcommittee, Erin Kolecki from Gallagher Human Resources Inc. (HR consultant) presented and summarized the outcome of the Gallagher analysis of salary market data. Erin and her team developed the analysis from review and survey of dozens of job titles for each grade level and then assigned a minimum and maximum salary value based on the market analysis. Zones were then developed based on splitting the range into four quartile groupings with the midpoint zone (zone 2) taking quartile 2 and 3. Per the Personnel Subcommittee previous request, the analysis was based on being valid for the next three years (2024-26) and therefore the salary data analysis of comparable job titles was adjusted or “aged” to 7/2025.

The final product of the above-mentioned salary structure analysis is included as **Attached**- 2024 - 26 Salary Structure table.

Upon further discussion, the VLAWMO Personnel Subcommittee reached consensus to approve the attached the 2024 - 26 salary structure table. If approved by the VLAWMO Board, this table would be incorporated into the VLAWMO adopted salary administration policy as outlined in the Employee Handbook.

Requested Board Action

Per the Personnel Subcommittee recommendation from the April 3, 2024 meeting, Staff recommends Board approval of the attached 2024 -2026 Salary Structure table.

Proposed Board Motion:

Director _____ moves to approve the VLAWMO 2024-2026 Salary structure table.

Attachment - Subcommittee Recommended VLAWMO 2024 - 26 Salary Structure table.

VLAWMO 2024 - 2026 Salary Structure

Zone 2					
Zone 1				Zone 3	
Grade	Minimum		Midpoint		Maximum
4	\$ 43,264	\$ 48,672	\$ 54,080	\$ 59,488	\$ 64,896
5	\$ 51,917	\$ 58,407	\$ 64,896	\$ 71,386	\$ 77,875
6	\$ 62,296	\$ 70,086	\$ 77,875	\$ 85,665	\$ 93,454
7	\$ 76,627	\$ 86,206	\$ 95,784	\$105,363	\$ 114,941
8	\$ 91,957	\$103,449	\$ 114,941	\$126,433	\$ 137,925
9	\$ 111,259	\$125,164	\$ 139,069	\$152,974	\$ 166,878

Agenda item V. E.

Consider Pleasant Lake Educational Signs (attachment 1)

Consider MOU with NOHOA (attachment 2)

April 24, 2024
VLAWMO Board Meeting



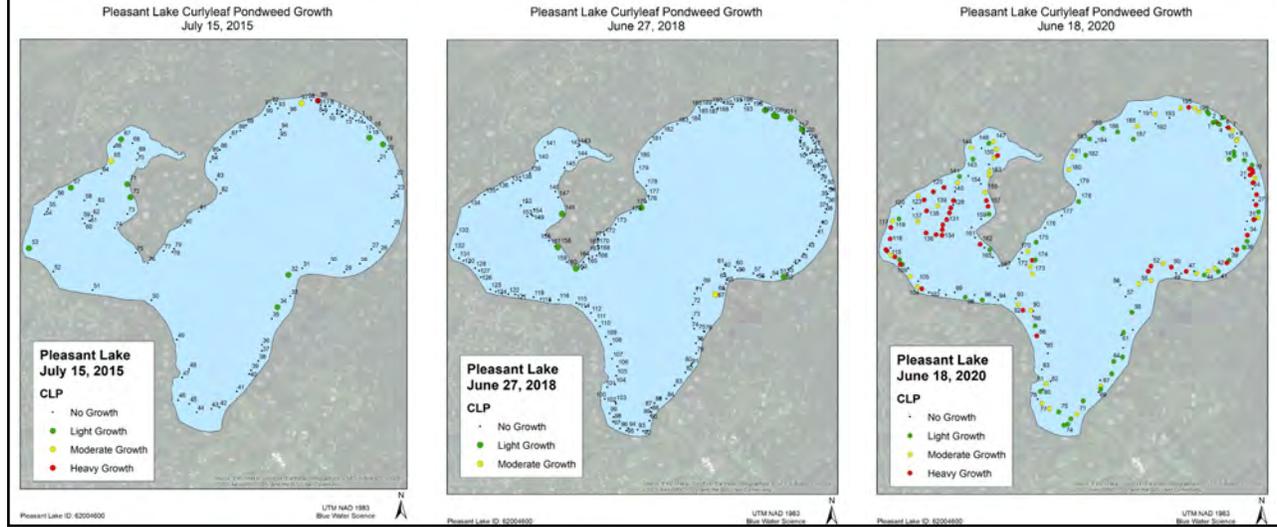
Outline

- Recent aquatic vegetation surveys and partner involvement, building upon prior surveys, to inform current education effort
- 3-part series on aquatic vegetation published in North Oaks News to communicate about survey results, rare species, and invasive species delineation
- Sign drafts for review, planned for posting at the Pleasant Lake beach, with request to formally submit to NOHOA for approval



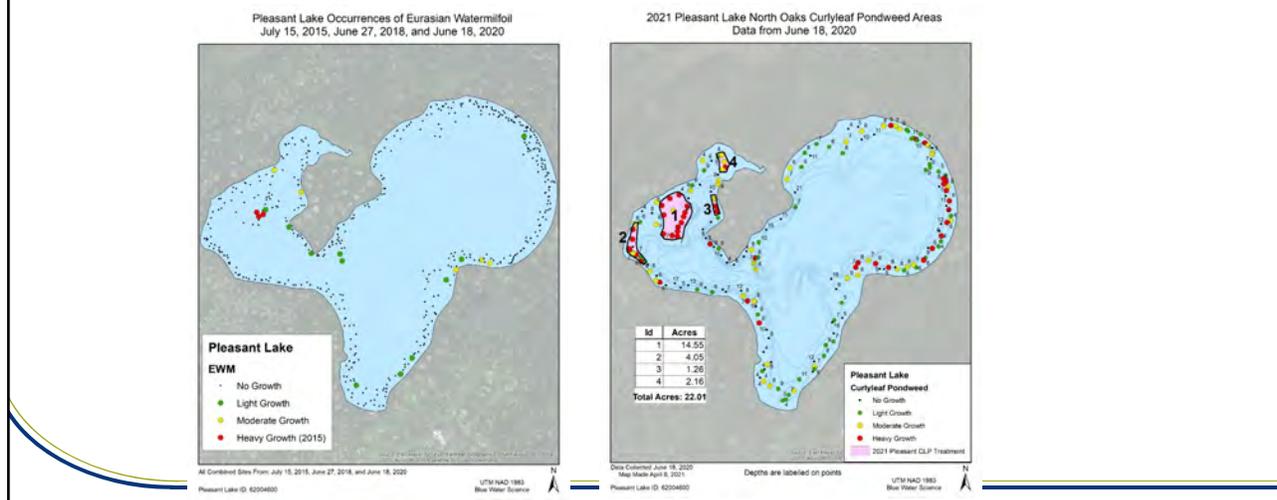
Background: Surveys and data collection

- Prior years vegetation surveys done by NOHOA with Blue Water Science



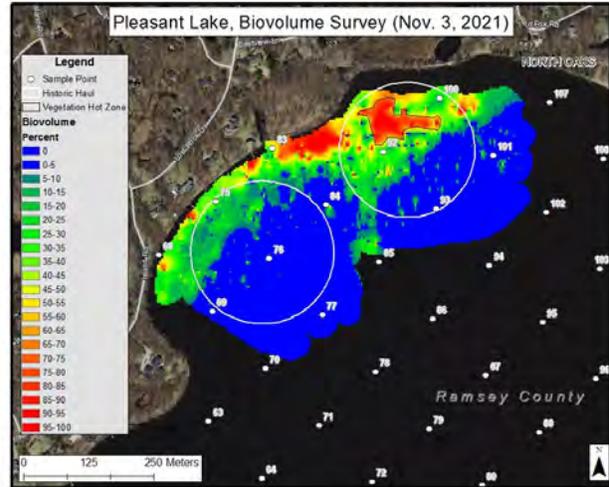
Background: Surveys and data collection

- Prior years vegetation surveys done by NOHOA with Blue Water Science:
EWM and veg recommendation for potential carp removal



Background: Surveys and data collection

- More detailed survey of beach area completed in 2021 with RCSWCD & VLAWMO to help inform potential carp netting locations
- Vegetation was not prohibitive for potential netting location, so no action was taken
- Possible chemical treatment of CLP at Charley Channel area was not allowed by MDH
- Winter carp removal was not success due to a variety of conditions
- Removals now focused on spring migration; highly successful and active



Background: Surveys and data collection

- 2022 survey, rare plant ID, and report by MN DNR Minnesota Biological Survey



Minnesota Biological Survey
List of Plant Species Observed at
Pleasant Lake (ID# 62004600)

Lake Name: Pleasant (ID# 62004600)
County: Ramsey
Major Watershed: Mississippi River - Twin Cities
Located 1.5 miles west of the town of North Oaks.
Survey Date: 21 September 2022
Area Surveyed: meandered throughout littoral zone of northern bay of western arm.

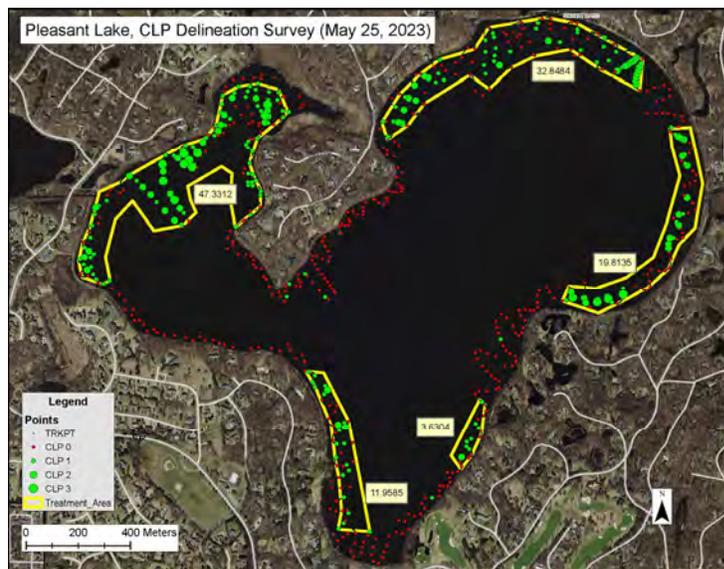
Minnesota Department of Natural Resources

Background: Surveys and data collection

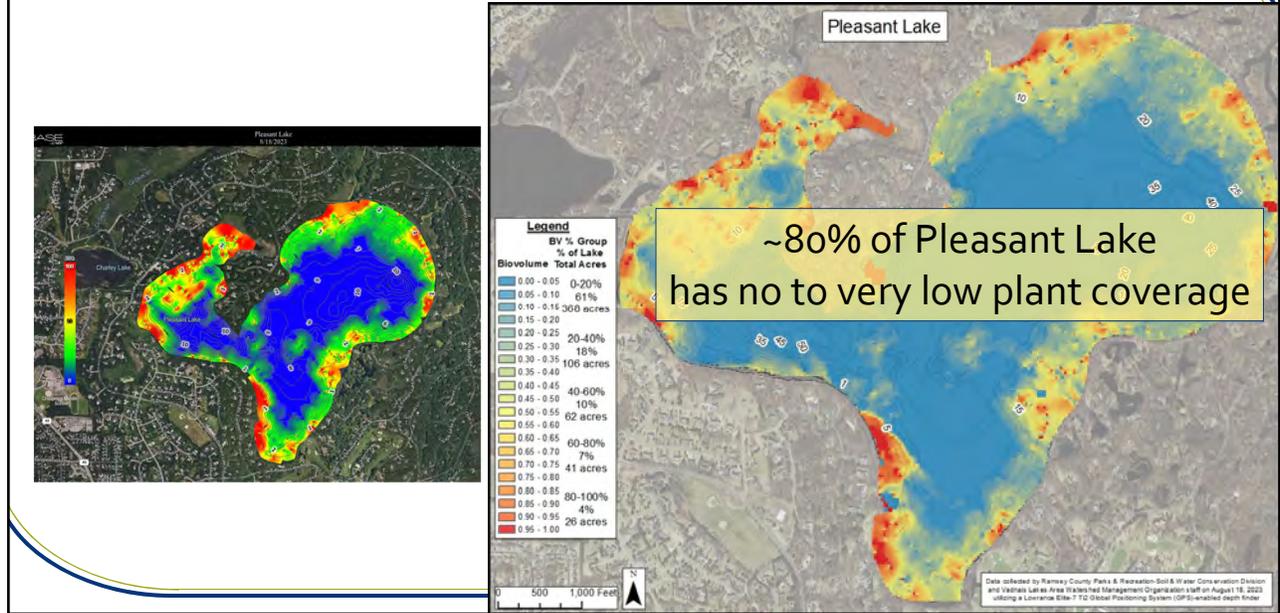
- 2023 comprehensive aquatic plant surveys including:
 - Early season focus on invasive Curly-leaf pondweed
 - Later season focus on natives (and including invasive Eurasian watermilfoil)
- Partnership with RCSWCD



Background: Results of CLP spring delineation



Background: Results of vegetation survey



Background: Education effort

- Aquatic plant focus of 3-part series of articles published in North Oaks News
- Published in September, November, and February
- Partnership with NOHOA and SPRWS



Aquatic plants vs native plants found in Pleasant Lake

By Dawn Turner

A group of VLAWMO members, led by Dawn Turner, spent time in Pleasant Lake last month to identify and document aquatic plants. The survey was part of a larger effort to understand the lake's ecosystem and the impact of invasive species.

The vegetation in the lake has been identified as a mix of native and non-native species. The survey team found several species of aquatic plants, including water lilies, water hyacinths, and water chestnuts. They also identified several native plants, including blueberries, raspberries, and blackberries.

The survey team found that the lake is home to a diverse and important underwater forest. This forest is made up of aquatic plants that provide habitat for many different species of fish and other aquatic life. The forest also helps to filter the water and improve the lake's overall health.

The survey team is working to create a map of the lake's vegetation. This map will help the community understand the lake's ecosystem and the impact of invasive species. It will also help the community make decisions about how to manage the lake and protect its natural resources.

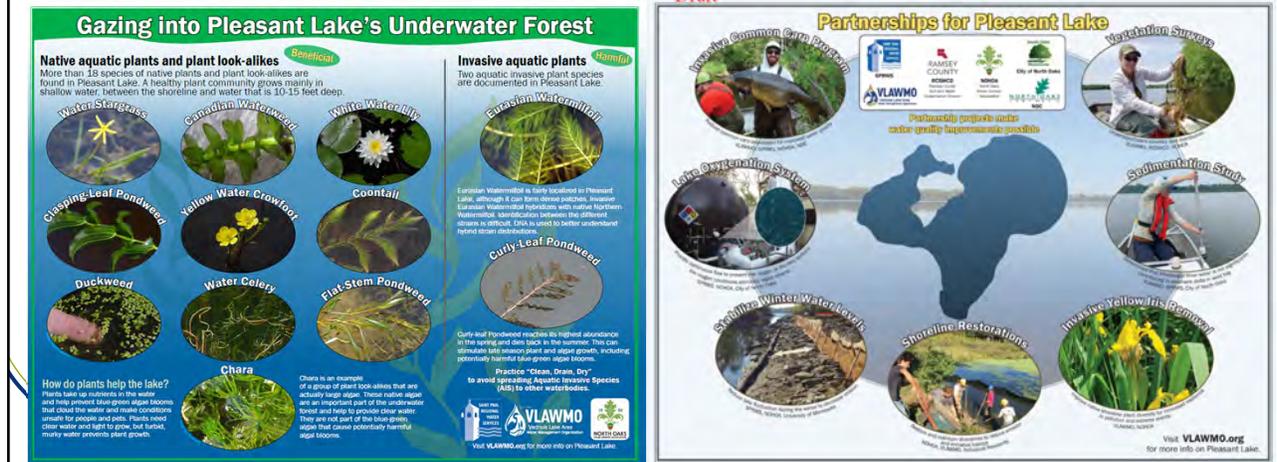
St. Odilia School
Education, growth, and faith since 1912

Perfect class sizes & individualized attention for children to grow in
Faith, Knowledge, Compassion & Courage.

www.stodiliahschool.org | 851-415-3110
 3455 Victoria St. N., Shoreview, MN 55126

Current phase of education initiative

- Signage for Pleasant Lake Beach to explain aquatic plants and water quality and active partnership project to improve Pleasant Lake - **See Attachment 1**



Aquatic plant sign

- Highlights role of plants in providing clear water
- Includes some native species found in Pleasant Lake
- Also includes invasive plants found in Pleasant Lake



Draft

Partnership project sign

- Highlights active projects to improve water quality in Pleasant Lake
- Recognizes critical involvement of partnerships to conduct and maintain projects

The graphic is a circular collage titled "Partnerships for Pleasant Lake" with a central silhouette of the lake. It features six project photos with descriptive text and logos for participating organizations: VLAWMO, Ramsey County, NOHOA, and the City of North Oaks.

- Invasive Common Carp Program:** Focuses on common carp population management for improved water quality. Partners: VLAWMO, SPRWS, NOHOA, NOC.
- Vegetation Surveys:** Understand plant diversity and distribution. Partners: VLAWMO, RCSWCD, NOHOA.
- Lake Oxygenation System:** Provide continuous flow to prevent low oxygen in the lake during low oxygen conditions associated with algae blooms. Partners: SPRWS, NOHOA, City of North Oaks.
- Sedimentation Study:** Determine that Mississippi River water is not negatively contributing to sedimentation in west end. Partners: VLAWMO, SPRWS, City of North Oaks.
- Stabilize Winter Water Levels:** Develop lake protection during the winter to decrease erosion. Partners: SPRWS, NOHOA, University of Minnesota.
- Shoreline Restorations:** Restore and maintain shorelines to reduce erosion and enhance habitat. Partners: NOHOA, VLAWMO, Individual Residents.
- Invasive Yellow Iris Removal:** Support native shoreline plant diversity for increased resilience to pollution and extreme events. Partners: VLAWMO, NOHOA.

Partnership projects make water quality improvements possible.

Visit VLAWMO.org for more info on Pleasant Lake.

Proposed MOU with NOHOA – Attachment 2

- NOHOA and VLAWMO have developed the attached MOU to identify the respective roles and partnerships to develop and install the signs.
- Under the MOU, NOHOA will own, operate, maintain and install the signs and VLAWMO would develop the signs.
- The total estimated cost for the signs is \$1,572

Subcommittee recommendation and TEC approval

- At it's meeting on April 3, 2024, the VLAWMO Subcommittee reviewed the two Pleasant Lake Educational Signs (Attachment 1) and had no additional comments.
- At it's meeting on March 13, 2024, the VLAWMO TEC also approved the two Pleasant Lake Educational Signs

Requested Board Action:

- Director _____ moves to approve the two Pleasant Lake Educational signs and the corresponding MOU with NOHOA.

Gazing into Pleasant Lake's Underwater Forest

Native aquatic plants and plant look-alikes

Beneficial

More than 18 species of native plants and plant look-alikes are found in Pleasant Lake. A healthy plant community grows mainly in shallow water, between the shoreline and water that is 10-15 feet deep.

Water Stargrass



Canadian Waterweed



White Water Lily



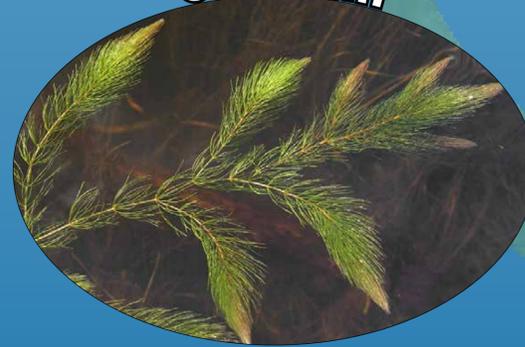
Clasping-Leaf Pondweed



Yellow Water Crowfoot



Coontail



Duckweed



Water Celery



Flat-Stem Pondweed



Chara



How do plants help the lake?

Plants take up nutrients in the water and help prevent blue-green algae blooms that cloud the water and make conditions unsafe for people and pets. Plants need clear water and light to grow, but turbid, murky water prevents plant growth.

Chara is an example of a group of plant look-alikes that are actually large algae. These native algae are an important part of the underwater forest and help to provide clear water. They are not part of the blue-green algae that cause potentially harmful algal blooms.

Invasive aquatic plants

Harmful

Two aquatic invasive plant species are documented in Pleasant Lake.

Eurasian Watermilfoil



Eurasian Watermilfoil is fairly localized in Pleasant Lake, although it can form dense patches. Invasive Eurasian Watermilfoil hybridizes with native Northern Watermilfoil. Identification between the different strains is difficult. DNA is used to better understand hybrid strain distributions.

Curly-Leaf Pondweed



Curly-leaf Pondweed reaches its highest abundance in the spring and dies back in the summer. This can stimulate late season plant and algae growth, including potentially harmful blue-green algae blooms.

Practice "Clean, Drain, Dry" to avoid spreading Aquatic Invasive Species (AIS) to other waterbodies.



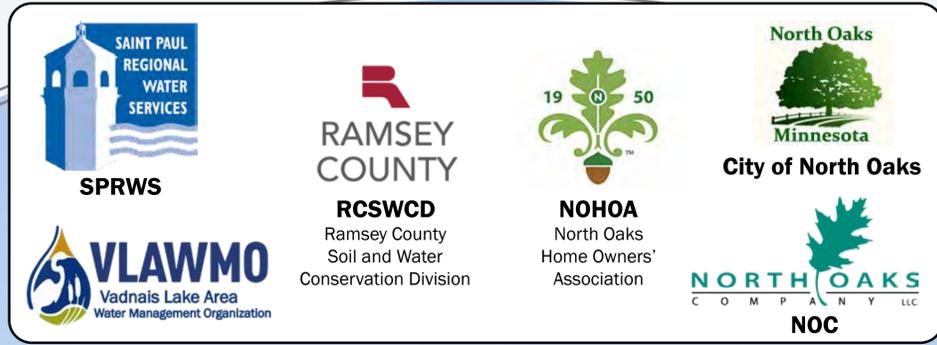
Visit VLAWMO.org for more info on Pleasant Lake.

Partnerships for Pleasant Lake

Invasive Common Carp Program



Reduce common carp population for improved water quality
VLAWMO, SPRWS, NOHOA, NOC



Partnership projects make water quality improvements possible

Vegetation Surveys



Understand plant diversity and distribution
VLAWMO, RCSWCD, NOHOA



Lake Oxygenation System



Provide continuous flow to prevent low oxygen at the lake bottom;
low oxygen conditions stimulate algae blooms
SPRWS, NOHOA, City of North Oaks

Sedimentation Study



Determined that Mississippi River water is not significantly contributing to sediment delta in west bay
VLAWMO, SPRWS, City of North Oaks

Stabilize Winter Water Levels



Reduce lake fluctuation during the winter to decrease erosion
SPRWS, NOHOA, University of Minnesota

Shoreline Restorations



Restore and maintain shorelines to reduce erosion and enhance habitat
NOHOA, VLAWMO, Individual Residents

Invasive Yellow Iris Removal



Improve native shoreline plant diversity for increased resilience to pollution and extreme events
VLAWMO, NOHOA

Visit **VLAWMO.org** for more info on Pleasant Lake.

Attachment 2

Memorandum of Understanding Between Vadnais Lake Area Watershed Management Organization and the North Oaks Home Owners' Association

This Memorandum of Understanding (“MOU”) is made and entered into by and between the Vadnais Lake Area Watershed Management Organization (“VLAWMO”) and the North Oaks Home Owners’ Association (“NOHOA”) each acting by and through its duly authorized governing bodies.

Whereas, Pleasant Lake is impaired for nutrients and a priority for water-quality improvement among watershed partners and numerous partnership projects are underway and ongoing toward that goal;

Whereas, VLAWMO and NOHOA mutually desire to communicate with residents in the community of North Oaks regarding the status of Pleasant Lake and about projects that are ongoing to improve water quality in Pleasant Lake;

Whereas, moving a nutrient-impaired lake from an algae-dominated state to a clear-water state is accompanied by increased native aquatic plant abundance, which is often interpreted by people living on the lake as an indication that water quality in the lake is not improving;

Whereas, healthy native aquatic plant communities provide clear water and offer increased resilience and ability to buffer against climate variability and disturbance;

Whereas, VLAWMO and NOHOA have both worked with consultants and partners to conduct survey information on aquatic vegetation over the years and, as of 2023, have built a comprehensive understanding of the distribution and extent of invasive Curly-leaf pondweed and distribution and identification of native aquatic plant and native macroalgae in Pleasant Lake;

Whereas, the Minnesota Department of Health has notified watershed partners that chemical applications to control invasive plants in Pleasant Lake will not be supported nor permitted, and the Minnesota Department of Natural Resources has notified partners that copper sulfate is not recommended for treatment in Pleasant Lake because of its negative effects on rare macroalgae;

Whereas, VLAWMO, NOHOA, and SPRWS worked together to provide a 3-part article series in North Oaks News about aquatic plants in Pleasant Lake during 2023/2024 following completion of above-mentioned aquatic plant surveys;

Whereas, VLAWMO and NOHOA desire to communicate with North Oaks residents using the Pleasant Lake beach area through signage focused on aquatic plants in Pleasant Lake and partnership projects toward improvement of water quality in Pleasant Lake;

Whereas, VLAWMO has requested partnership with NOHOA in advance; developed two draft signs as described above; presented these signs for approval to the VLAWMO TEC at the regular TEC meeting on March 13, 2024; provided sign drafts to partner organizations; and forwarded the signs for review and comment to NOHOA following the TEC approval;

Whereas, the parties wish to clearly define their respective roles and financial support for providing, installing, and maintaining two signs at Pleasant Lake beach;

Now, therefore, the parties hereby agree to enter into this MOU:

1. VLAWMO Responsibilities. VLAWMO agrees to do each of the following:
 - a. Develop content and design for two signs as described above.
 - b. Purchase two durable, weather resistant, high-quality signs as described above.
 - c. The dimensions for each of the two signs will be 32 inches by 24 inches.
 - d. Mounting for the signs will follow the "frame mount style" as provided by Vacker signs and included in Attachment 1.
 - e. Purchase hardware and mounting supplies for signs.
 - f. Deliver completed signs, hardware, and mounting supplies to NOHOA for installation at Pleasant Lake beach.

2. NOHOA. NOHOA agrees to do each of the following:
 - a. Review and provide comments and approval of the design and content of the two signs described above.
 - b. Receive completed signs and hardware from VLAWMO.
 - c. In a timely manner, install signs including appropriate mounting with long-term viability on NOHOA property.
 - d. Own and maintain signs.

3. Use of Any Related Documentation. Reports or documents produced in whole or in part under this MOU will be subject to fair use and may not be the subject of an application for copyright by or on behalf of VLAWMO nor NOHOA. VLAWMO and NOHOA may use, without restriction, products including, but not limited to, any associated reports and documents.

4. Term and Termination. This MOU is effective on the date of the last party to execute it. 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.

Vadnais Lake Area WMO

 Chairperson
 Phil Belfiori

 Signature ID: CNORKLZU12...
 Administrator

Date: 04/10/2024 PDT

North Oaks Home Owners' Association



 Authorized Representative

Date: 3 April 2024

Attachment 1

UNDERSTANDING THE OPTIONS

FRAMELESS PEDESTAL MOUNT STYLE

For use with 1/2" thick self supporting high pressure laminate sign panel



FRAME MOUNT STYLE

For use with 1/8" thick non-self supporting high pressure laminate or Tuff panel



Intentional blank page



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

To: VLAWMO Board of Directors

From: Lauren Sampedro, Watershed Technician & Program Coordinator

Date: April 15, 2024

Re: **V. F.** Landscape Level 1 2023-06 Wiens Grant Agreement Extension Request

At the October 25, 2023 Board of Directors Meeting, LL1 2023-06 for a raingarden project was approved for funding of up to \$5,000.00. A grant agreement was fully executed between VLAWMO and the grantees on November 10, 2023 (the “effective date” of the agreement), which requires the completion of the project within 12 months of that effective date. The grantees notified VLAWMO that they are unable to complete the project by the end of this year due to an unforeseen, significant expense that they needed to prioritize. They have requested an extension of their grant agreement for another year. They intend to complete the project by next year.

Staff Recommendation

Staff recommend extending the grant agreement for LL1 2023-06 to November 10, 2025, to allow the grantees more time to complete their project.

Proposed Motion

It was moved by Director _____ and seconded by Director _____ to approve the Landscape Level 1 2023-06 grant agreement extension to November 10, 2025.

Intentional blank page

To: VLAWMO Board of Directors
From: Dawn Tanner, Phil Belfiori, and Greg Wilson
Date: April 17, 2024
Re: **V. G.** : Update on Spent Lime demonstration project

VLAWMO received 8 temporary easement extensions to the original 10 easement agreements for Oak Knoll Pond/Wood Lake spend lime application. The project engineer deemed the received extension to be sufficient to allow the project to resume. The project resumed on April 9, 2024. Spent lime loads were applied on April 9 and 11.

The White Bear Lake water treatment facility will be closed for the week of April 22 for regular maintenance. VLAWMO staff will continue coordinating with partners and the water dept as the maintenance work is completed and the project is able to resume again.

Intentional blank page

To: VLAWMO Board of Directors
From: Dawn Tanner
Date: April 17, 2024
Re: **V. H.** : Pleasant Lake carp removal update

The carp removal effort is underway for spring 2024 with project partners. The new barrier at Deep Lake is providing early results. Initial smaller carp removals have been completed at the time of packet preparation. Coordination is ongoing.

Intentional blank page

To: VLAWMO Board of Directors

From: Brian Corcoran and Phil Belfiori

Date: April 17, 2024

Re: **VI. A. 1.** Consider Recommendation on Barr Feasibility Study for Water Reuse at Polar Lakes Park

Polar Lakes Park is an approximately 50-acre public park located east of I-35E off Hammond Road in White Bear Township. The park includes numerous athletic fields that are currently irrigated from the Township potable water system (which relies on groundwater as the water supply source). There are two irrigation systems at the park. The lower system irrigates four (4) ball fields and uses between 0.6 and 3.0 million gallons per year. The upper system irrigates four (4) soccer fields and uses between 1.0 and 3.0 million gallons per year. Additionally, the park is located in the North and East Metro Groundwater Management Area and within 5 miles of White Bear Lake and can be subject to Minnesota Department of Natural Resources (MnDNR) appropriations use restrictions. At the 6/28/2023 VLAWMO meeting, the Board approved a MOU to partner with White Bear Township to move forward with this reuse study.

The proposed reuse system would utilize water from the constructed (mitigation) wetland located on the southwest corner of the site which conveys stormwater runoff and discharges from the 677-acre Birch Lake watershed area. Should water levels in the wetland be too low to use for irrigation, the existing potable water system would be utilized for irrigation back-up supply. Based on their analysis in the Study, Barr Engineering has determined that water reuse for irrigation within Polar Lakes Park is technically feasible.

Please find attached the 3/14/2024 Barr Engineering Polar Park Water Reuse Feasibility Study report.

Recommendation

Staff recommends approval of the 3/14/2024 Barr Engineering Polar Park Water Reuse Feasibility Study report.

Requested Motion

Director _____ Moves and Director _____ seconds approval of the 3/14/2024 Barr Engineering Polar Park Water Reuse Feasibility Study report.

Attached:

1. 4/24/2024 Polar Lakes Park Water Reuse Feasibility Study PowerPoint
2. 3/14/2024 Barr Engineering Polar Park Water Reuse Feasibility Study Report
https://www.vlawmo.org/index.php/download_file/4871/

VLAWMO Board Meeting Polar Lakes Park Water Reuse Feasibility Study

April 24, 2024

Jen Koehler, PE



Outline

- Study Background
- Technical Findings
- Concept Review
- Permitting Considerations
- Conclusions
- Next Steps



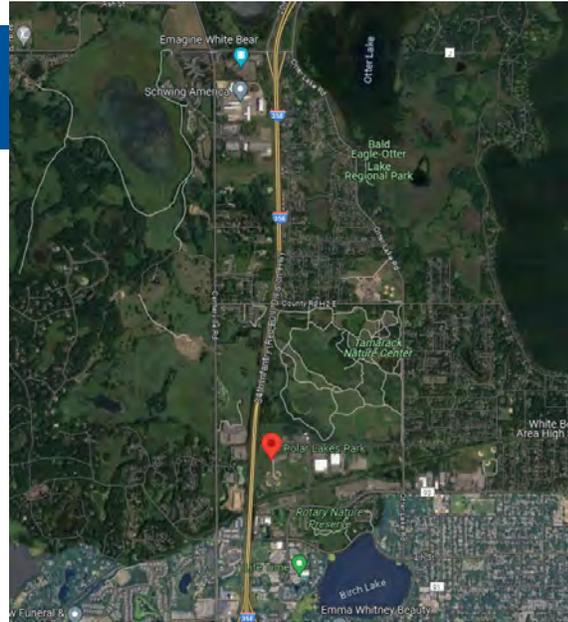
Background: Study Site

Polar Lakes Park in White Bear Township

- 50-acre park with numerous athletic fields
- Constructed in 2000
- Several Stormwater Ponds and Mitigation Wetlands

In Vadnais Lakes Area WMO

- Conveys flows from Birch Lake
- Ultimately drains to Wilkinson Lake



Background: Existing Irrigation System

- Relies on potable water (from groundwater)
- There are two irrigation systems for athletic fields

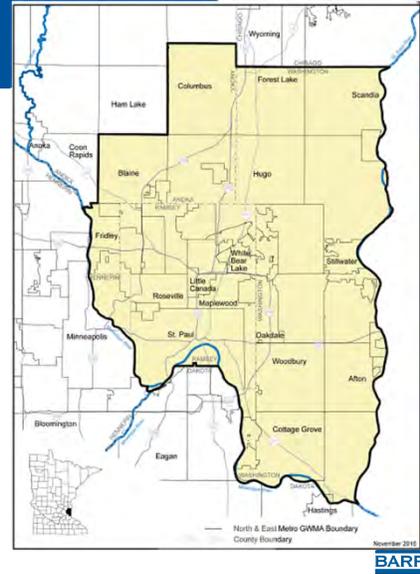
	2018-2022	Average Usage
Upper fields	1.0 – 3.0 MGY	2.1 MGY
Lower fields	0.6 – 3.0 MGY	1.9 MGY
Total Usage	1.6 – 6.0 MGY	4.0 MGY



Background: Project Goals

Determine whether stormwater reuse is feasible at Polar Lakes Park to:

- **Goal #1: Reduce the demand on groundwater**
 - Within MnDNR North and East Metro Groundwater Management Area
 - Restrictions on groundwater usage
- **Goal #2: Improve water quality**
 - Wilkinson Lake is Impaired for Excess Nutrients (approved TMDL)



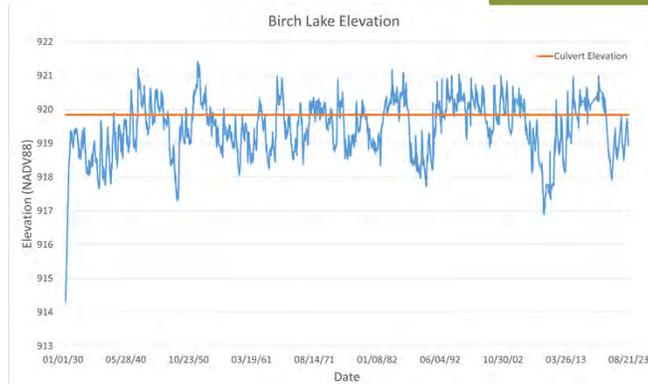
Background: What is (Storm) Water Reuse?

- **Use of stormwater runoff for irrigation (instead of potable water)**
 - Typically includes pumping and treatment (Filtration/UV disinfection) and connection to an irrigation system
 - Often includes a back-up water supply (e.g. potable water or well system)
- **To design a reuse system, optimize the balance of:**
 - **Supply:** Watershed (or other sources),
 - **Storage:** Storage of water for reuse (surface or subsurface), and
 - **Demand:** Irrigation demand (rate and area)



Findings: There is enough **Water Supply** to support a Water Reuse System.

- **Variable Watershed Area**
 - Birch Lake – only contributing ~30-40% of the time
 - Primary Watershed: 178 acres
 - Watershed with Birch Lake: 677 acres
- **Groundwater not a significant part of the equation**

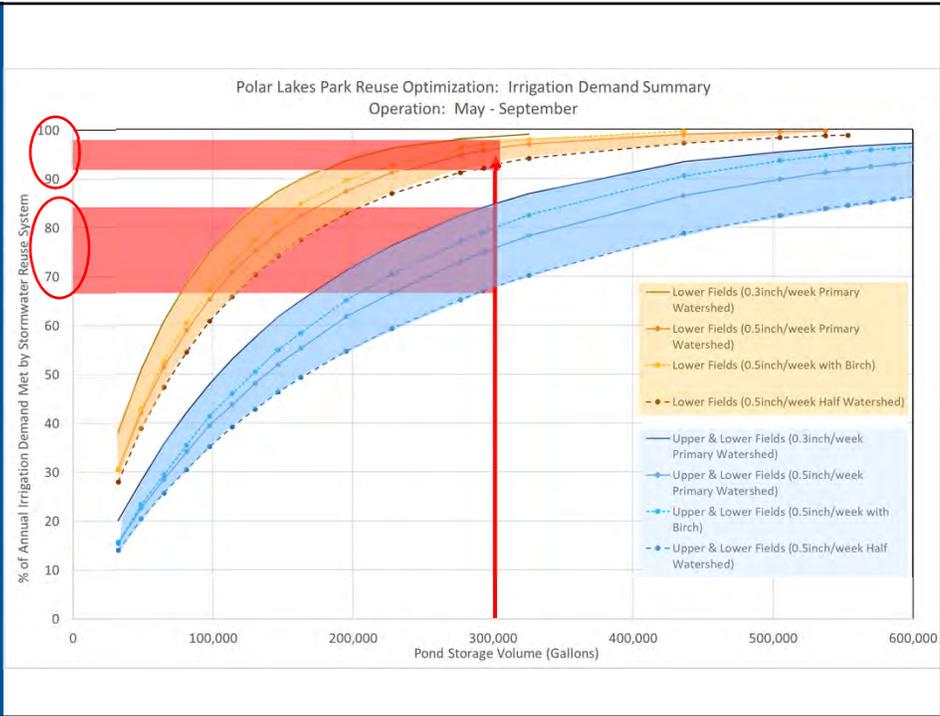


Findings: The wetland storage can **supply up to 2-4 weeks of water**, depending on demand

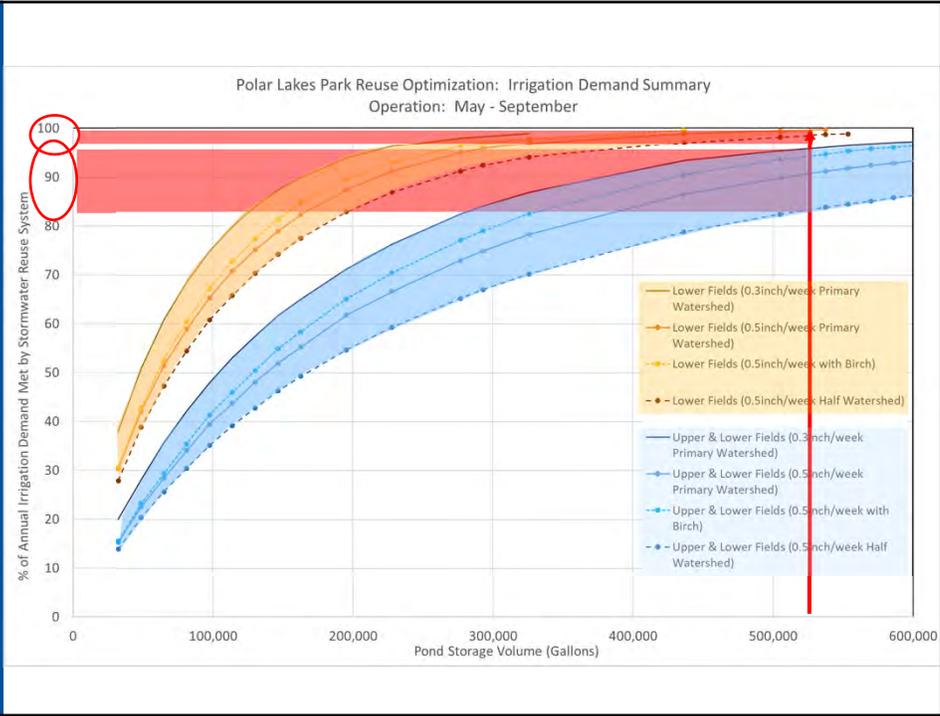
- **Available Wetland Storage**
 - Mitigation wetland part of park construction
 - Based on survey
 - Assumes NWL = 916.0 ft MSL (as-built)
- **Water usage is variable**
 - Average:** 0.3 inches/week
 - Maximum:** 0.5 inches/week

Elevation (ft MSL)	Drawdown from NWL (ft)	Wetland Storage Volume (acre-ft)	Wetland Storage Volume (gallons)	Days of Irrigation Available (without rainfall)
<i>Storage Estimates Assuming NWL is 916.0 ft MSL</i>				
915.0	1.0	0.92	300,760	17-29 days (Lower) 8-14 days (Upper & Lower)
914.5	1.5	1.30	413,831	24-41 days (Lower) 11-19 days (Upper & Lower)
914.0	2.0	1.61	524,294	30-50 days (Lower) 14-24 days (Upper & Lower)

Findings:
Using top 1 ft of water provides
65 – 98% of the
Average
Annual
Irrigation
Demand



Findings:
Using top 2 ft of water provides
85 – 99% of the
Average
Annual
Irrigation
Demand



Findings: Observed water quality should not impact use for irrigation purposes.

Wetland tested for:

- Nutrients:** Total phosphorus, nitrogen, orthophosphate
- Solids:** total suspended solids, turbidity
- Biological/Bacteria:** chlorophyll- α , E. coli, biochemical oxygen demand
- pH:** alkalinity
- Metals:** boron, calcium, magnesium, sodium, and iron
- Chloride**

Date	TP (mg/L)	TSS (mg/L)	Chloride (mg/L)	E. coli (MPN/100mL)
Average	0.151	6.1	144	38



Concept 1: Irrigation of Lower Fields Only



Components:

- Intake & Pump
- Water treatment (filtration/UV)
- Connection to existing system
- Electrical and Controls
- Modifications to wetland (outlet and channel connection)

Summary:

- 92%-98% irrigation demand met by reuse (1.0 ft drawdown)
- Offset potable water usage by 1.9 - 2.5 MGY
- 2.4-3.3 TP removal (lbs/yr)
- Capital cost \$814,000
 - Engineering and Design & Construction
 - 30% / +50%
- Annual O&M cost ~\$3,000 - \$10,000

Concept 2:
Irrigation of
Upper and
Lower Fields



Components:

- Intake & Pump
- Water treatment (filtration/UV)
- Connections to existing system
- Electrical and Controls
- Modifications to wetland (outlet and channel connection)

Summary:

- 75%-90% irrigation demand met by reuse (1.5 ft drawdown)
- Offset potable water usage by 3.2 - 4.3 MGY
- 4.7-6.3 TP removal (lbs/yr)
- Capital cost \$1,154,000
 - Engineering and Design & Construction
 - -30% / +50%
- Annual O&M cost ~\$5,000 - \$15,000

Concept Summary

Concept	Irrigation Area (acres)	Approx. Drawdown (ft)	Irrigation Demand Met by Reuse	Estimated Cost (-30% / +50%)	Estimated TP Removal (lbs/yr)	Cost Benefit (\$/lbs TP/yr)
Concept 1: Lower Fields	8.95	1.0	93%-98%	\$814,000	2.4-3.3	\$15,000-\$26,400
Concept 2: Upper and Lower Fields	18.87	1.5	78%-93%	\$1,154,000	4.3-6.3	\$11,500-\$20,800



Permitting Considerations

- **MPCA/NPDES Construction Stormwater Permit not anticipated (<1.0 acre of disturbance)**
- **FEMA floodplain permit – in mapped floodplain**
- **WCA permitting**
- **USACE permitting – likely Nationwide Permit 3 for maintenance activities**
- **MnDNR Appropriations permit – more than 10,000 gallons per day or 1.0 million gallons per year**
- **Optional: PFAS – baseline testing/no permitting anticipated**



Conclusions

- **Water reuse is feasible for the irrigation at Polar Lakes Park.**
 - Enough wetland storage to supply 2-4 weeks of irrigation
 - On average, system could supply more than 65 - 95% of annual irrigation demand.
 - Potentially offset 1.9 and 4.3 million gallons per year of groundwater for irrigation.
- **Water quality in the ponds should not impact turf growth/conditions**
- **Reuse could reduce TP loads to Wilkinson Lake, removing 2.4 to 6.3 pounds per year**
- **Total project costs ranging from \$814,000 (Concept 1) to \$1.15 million (Concept 2)**
 - Operations and Maintenance costs are between \$3,000 - \$15,000 per year
 - Concept 2 is more cost effective than Concept 1



Review Process and Next Steps

- **White Bear Town Board Executive Committee recommended approval of the feasibility study at the March 22, 2024 meeting**
- **The VLAWMO TEC recommended approval of the feasibility study at the April 10, 2024 meeting**
- **Pending VLAWMO Board consideration tonight, staff would begin looking for potential grant opportunities (highly competitive) from various regional or state agencies, including:**
 - Minnesota Pollution Control Agency
 - Board of Water and Soil Resources
- **Further discussion on establishment of agreements related to construction, cost share, and operations (if grant/project is pursued)**



Thank you!



Any Questions?

Jen Koehler, PE
jkoehler@barr.com
 952-832-2750 (office)
 612-720-8810 (cell)

To: VLAWMO Board of Directors

From: Phil Belfiori

Date: April 17, 2024

RE: VI. A. 2. 2023 Financial Report and Audit

Representatives from Clifton, Larson, Allen LLP, Chris Knopik and Ezra Koetz will be present at the meeting with a presentation of the audit materials. The presentation from CLA is included in the Board Packet. To reduce the number of pages of the overall Board packet, the financial statement (along with the Governance letter and internal control letter) can be found at the following links:

Full Financial Statement Draft:

https://www.vlawmo.org/index.php/download_file/4872/

Internal Control Letter Draft:

https://www.vlawmo.org/index.php/download_file/4873/

Governance Letter Draft:

https://www.vlawmo.org/index.php/download_file/4874/

Please feel free to ask questions. These documents will need to be sent to the Board of Water & Soil Resources and the State Auditor's office. VLAWMO also send the financial report to each of our JPA member communities.

Recommendation: Staff recommends the Board accept the 2023 Financial Report and audit documents and direct them to be distributed to the appropriate state and local agencies.

Proposed Motion

Director _____ moves to approve the 2023 Financial Report and audit documents and direct them to be distributed to the appropriate state and local agencies.

Attached:

CLA Powerpoint presentation



We'll get you there.
CPAs | CONSULTANTS | WEALTH ADVISORS

Vadnais Lake Area Water Management Organization

2023 Audit Presentation

©2024 CliftonLarsonAllen LLP. CLA (CliftonLarsonAllen LLP) is an independent network member of CLA Global. See [CLAglobal.com/disclaimer](https://claglobal.com/disclaimer). Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.



The information herein has been provided by CliftonLarsonAllen LLP for general information purposes only. The presentation and related materials, if any, do not implicate any client, advisory, fiduciary, or professional relationship between you and CliftonLarsonAllen LLP and neither CliftonLarsonAllen LLP nor any other person or entity is, in connection with the presentation and/or materials, engaged in rendering auditing, accounting, tax, legal, medical, investment, advisory, consulting, or any other professional service or advice. Neither the presentation nor the materials, if any, should be considered a substitute for your independent investigation and your sound technical business judgment. You or your entity, if applicable, should consult with a professional advisor familiar with your particular factual situation for advice or service concerning any specific matters.

CliftonLarsonAllen LLP is not licensed to practice law, nor does it practice law. The presentation and materials, if any, are for general guidance purposes and not a substitute for compliance obligations. The presentation and/or materials may not be applicable to, or suitable for, your specific circumstances or needs, and may require consultation with counsel, consultants, or advisors if any action is to be contemplated. You should contact your CliftonLarsonAllen LLP or other professional prior to taking any action based upon the information in the presentation or materials provided. CliftonLarsonAllen LLP assumes no obligation to inform you of any changes in laws or other factors that could affect the information contained herein.

©2024 CliftonLarsonAllen LLP

Agenda

Audit Deliverables and Results

Financial Results

Required Communications

Engagement Finalization

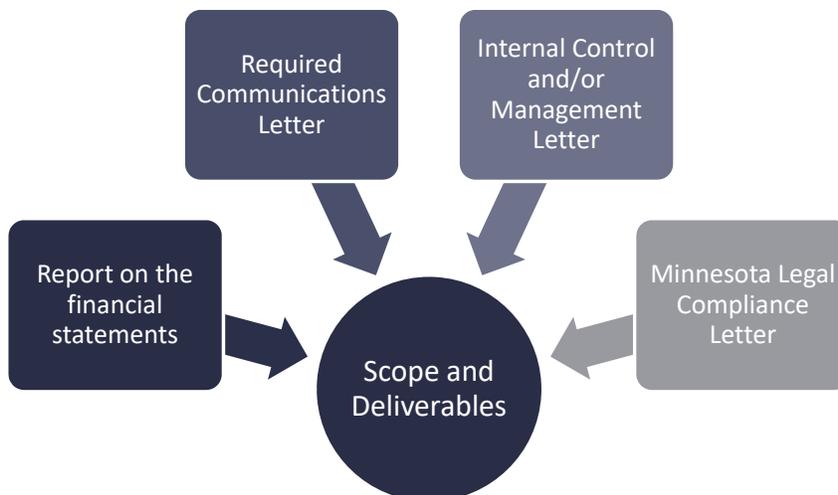


©2024 CliftonLarsonAllen LLP



3

Audit Scope and Deliverables



©2024 CliftonLarsonAllen LLP



4

Audit Results

Unmodified Opinion

- On the basic financial statement

Compliance and Internal Control Over Financial Reporting

- One material weakness related to internal control (same as previous years):
 - Auditor drafts financial statements and notes
- One management comment:
 - Documentation & review of internal controls

Minnesota Legal Compliance

- No findings

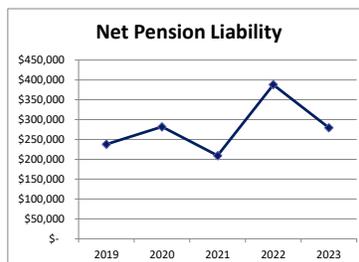
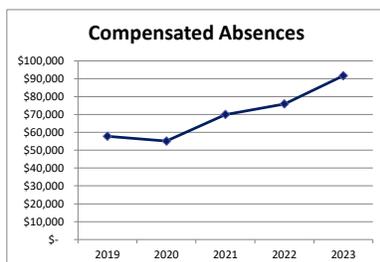


©2024 CliftonLarsonAllen LLP



5

Financial Results – Long Term Liabilities



Outstanding Loans Payable in 2023: \$289,268

- 0% Interest Payable in payments of \$38,569 for 8 years

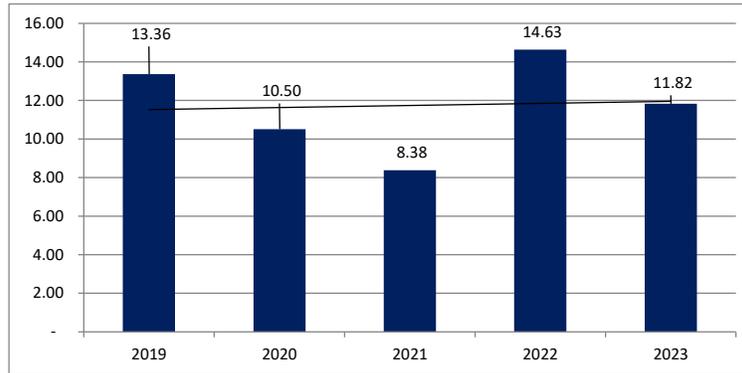


©2024 CliftonLarsonAllen LLP



6

Financial Results – Months of Reserves

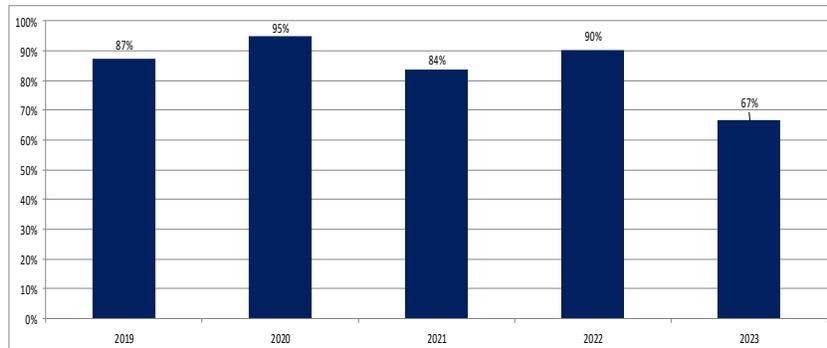


©2024 CliftonLarsonAllen LLP



7

Financial Results – Fund Balance Policy



Unrestricted Fund Balance /
Next Year's Budgeted Expenditures

Policy states 35-50% minimum is
required



©2024 CliftonLarsonAllen LLP



8

Financial Results – Other

Total Expenditures increased \$303,536

- Increased expenditures for projects during 2023 compared to 2022

Total Revenues increased \$124,549

- Increased revenue for charges for services (special assessments), interest income, and miscellaneous revenue related to the Wilkinson Wetland Project



©2024 CliftonLarsonAllen LLP



9

Governance Communication Letter

Overall	Estimates	Difficulties	Other
<ul style="list-style-type: none"> • Purpose is to provide an update on the audit since the planning meeting • No changes in scope of audit • GASB 96 - SBITAs 	<ul style="list-style-type: none"> • Compensated Absences • Pension Liability • We are comfortable with management's estimates 	<ul style="list-style-type: none"> • No difficulties encountered • No disagreements encountered • No other findings to report 	<ul style="list-style-type: none"> • Audit adjustments made over special assessment receivables, accrued wages, payables, and correction of account coding for a prior year audit entry

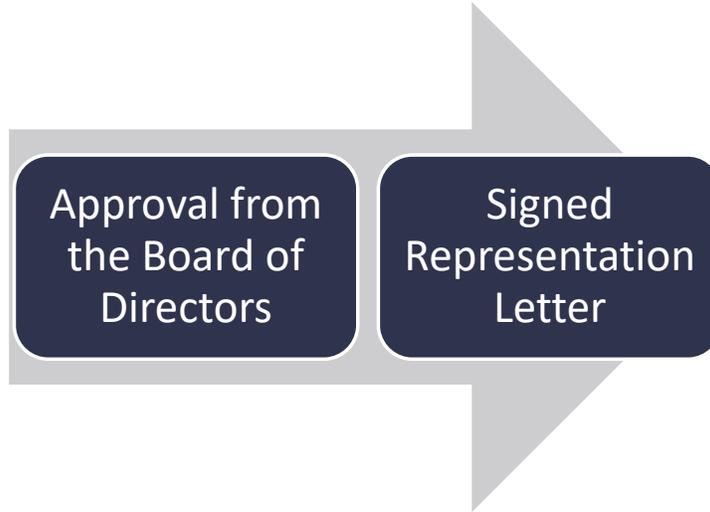


©2024 CliftonLarsonAllen LLP



10

Engagement Finalization



©2024 CliftonLarsonAllen LLP



11

Chris Knopik, CPA, CFE, Principal

Christopher.Knopik@claconnect.com

612-397-3266

Ezra Koetz CPA, Senior

Ezra.Koetz@CLAconnect.com

612-376-4790



CLAconnect.com



CPAs | CONSULTANTS | WEALTH ADVISORS

©2024 CliftonLarsonAllen LLP. CLA (CliftonLarsonAllen LLP) is an independent network member of CLA Global. See [CLAglobal.com/disclaimer](https://claglobal.com/disclaimer). Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

12

Intentional blank page

To: VLAWMO Board of Directors

From: Lauren Sampedro, Watershed Technician & Program Coordinator

Through: Phil Belfiori, Administrator

Date: April 17, 2024

Re: **VI. A. 3.** Consider East Vadnais Lake Subwatershed Resiliency Study

Introduction

VLAWMO is seeking Board approval of the completed East Vadnais Lake Subwatershed Resiliency Study.

Update on the Resiliency Study

At its February 28th Board meeting, the VLAWMO Board approved a draft MOU with the City of Vadnais Heights to support a potential MPCA Implementation for Stormwater Resilience Grant application for implementing potential projects from the East Vadnais Lake Subwatershed Resiliency Study. The City of Vadnais Heights decided not to pursue the grant application this year due to the MPCA's guidance released after the grant's Request for Proposals was posted. The MPCA required itemized construction cost estimates as part of the application with final design and specs mostly or nearly completed and ready for construction. They also announced the grant will be available again in 2025. At this time, additional technical analysis, investigation, and permitting are needed to move the project concepts from the study to final feasibility. The City and VLAWMO will consider partnering on a grant application for later this year or 2025.

On March 27th VLAWMO, the City of Vadnais Heights, Ramsey County, and Saint Paul Regional Water Services participated in a final stakeholder meeting with SRF Consulting Group ("SRF") to review and comment on the completed drafts of the East Vadnais Lake Subwatershed Resiliency Study. SRF staff addressed stakeholder comments and have completed a final draft of the East Vadnais Lake Subwatershed Resiliency Study that is ready for approval (see attachment 1).

VLAWMO and SRF staff will be on hand at the April 24th meeting to present the attached presentation (see attachment 2) including highlights from the completed study and some of the next steps for implementation.

Staff Recommendation

VLAWMO staff recommend the Board of Directors approve the East Vadnais Lake Subwatershed Resiliency Study with non-material changes.

Proposed Motion

It was moved by Director _____ and seconded by Director _____ to approve the East Vadnais Lake Subwatershed Resiliency Study in Attachment 1 with non-material changes.

Attachments

1. East Vadnais Lake Subwatershed Resiliency Study
https://www.vlawmo.org/index.php/download_file/4875/
2. PowerPoint slides

RESILIENCY STUDY

East Vadnais Lake Subwatershed

VLAWMO April 24, 2024 Board Meeting

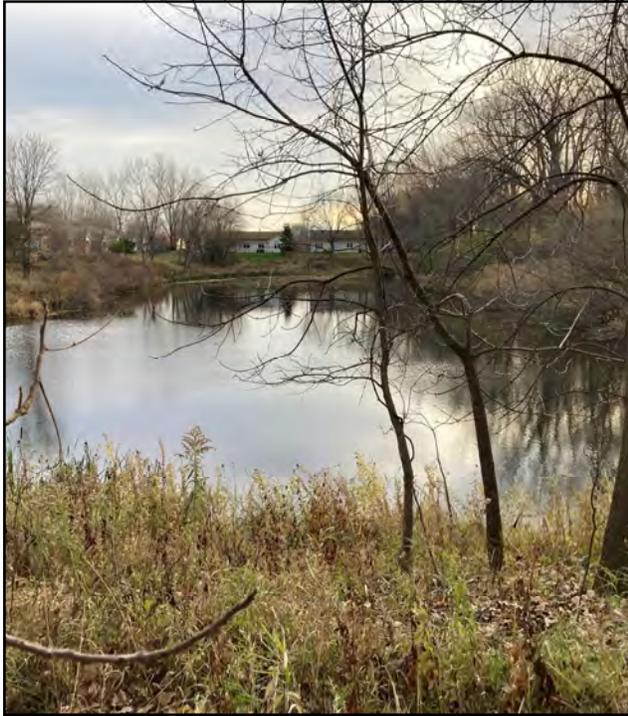
David Filipiak, SRF Consulting Group



Agenda

- Study Purpose/Partner Goals
- Analysis
 - General Background
 - H&H Modeling Results
- Potential BMP Locations
 - Selected Locations for Further Study
 - Design Charrette
- Results
 - Flood Resilience
 - Water Quality Improvements
 - Probable Construction Costs
- Next Steps

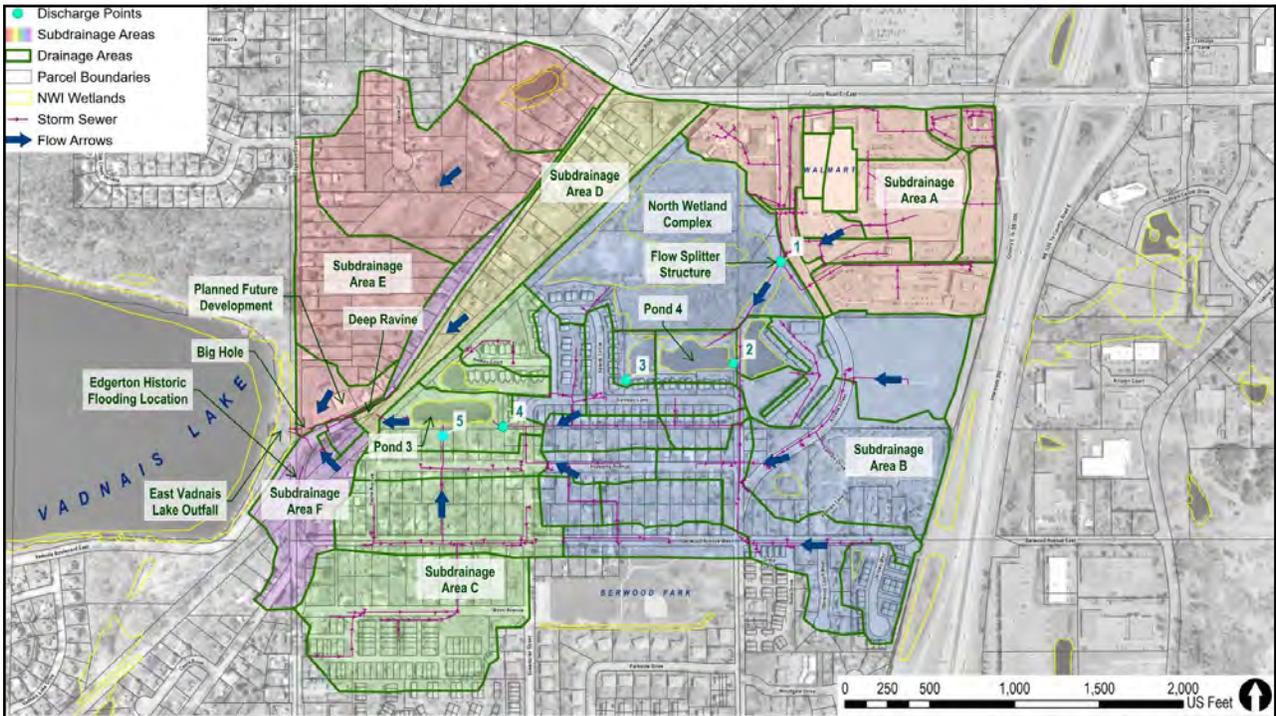




Study Purpose/ Partner Goals

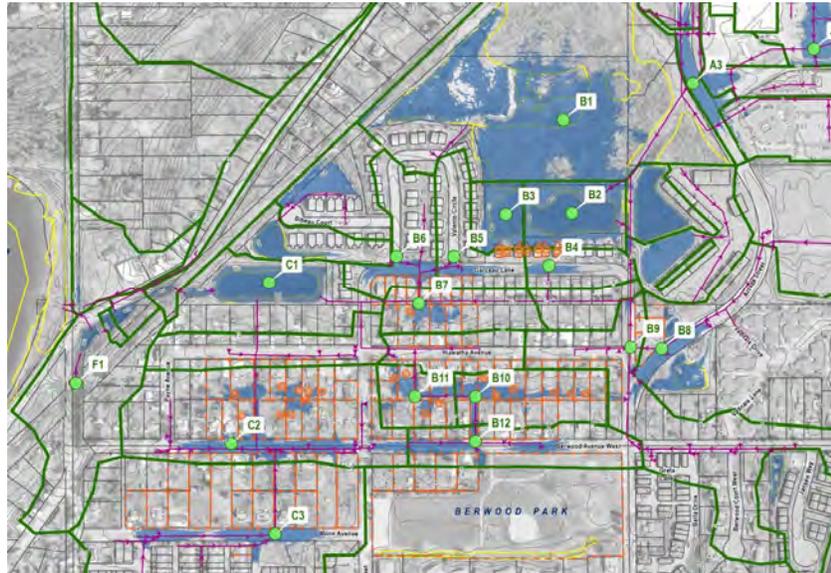
The overall goal is to reduce flooding while improving water quality to provide a more resilient stormwater management system.

- Focus on resilient system to project property/structures from flood damage for extreme events.
- Reduce street flooding depth and duration, providing more consistent emergency access during flood events.
- Improve water quality to East Vadnais Lake to reduce treatment needs.



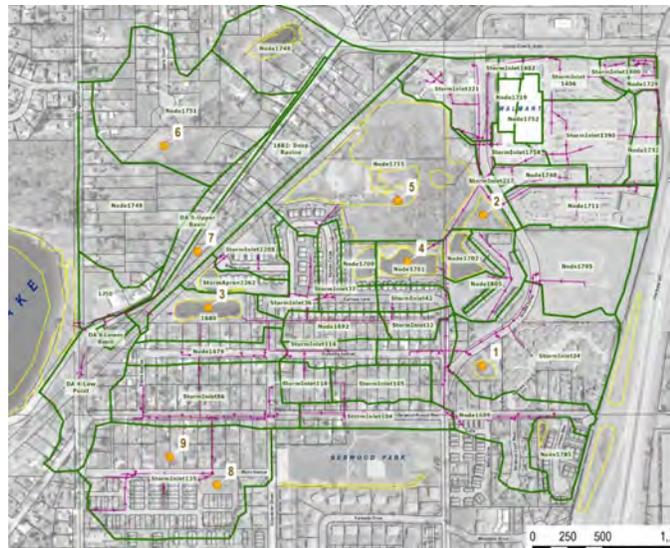
100-year Existing Conditions

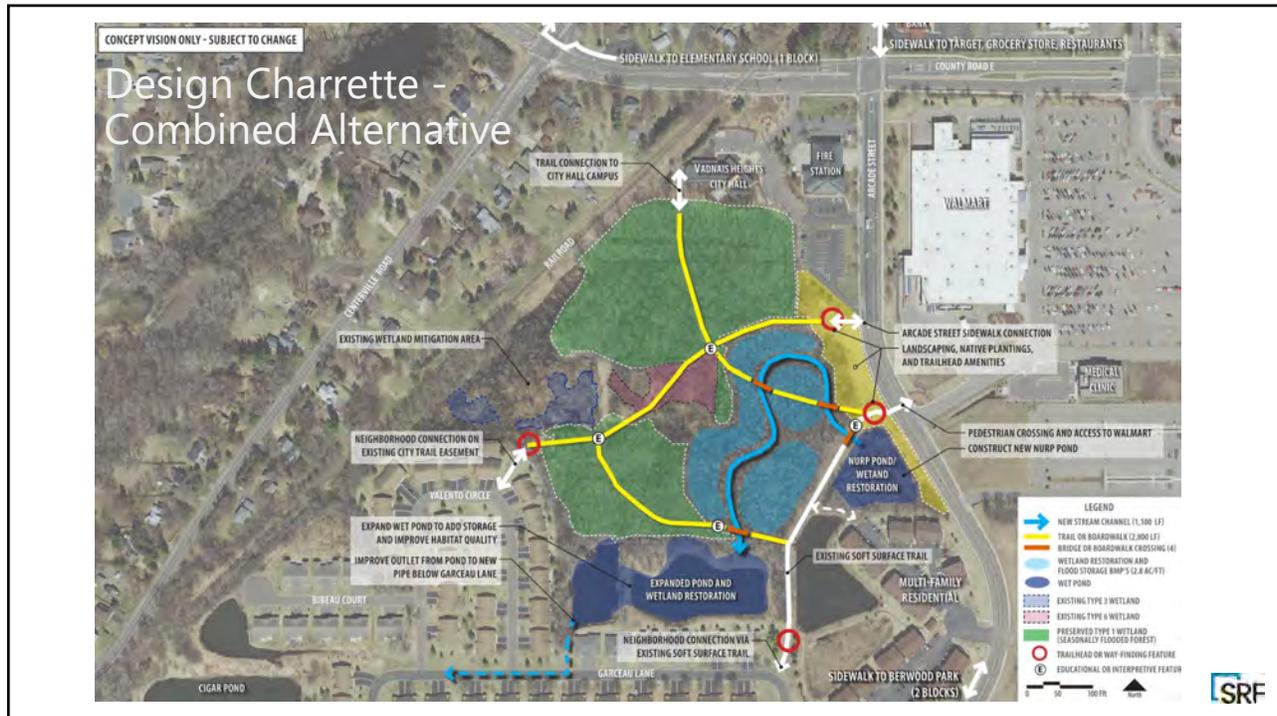
- Significant flooding on Arcade Street near the fire station
- 89 parcels (including 27 insurable structures) in the 100-year floodplain
- (based on LiDAR data – will require field survey to confirm)



Alternative BMP Locations/Criteria

- Solve a Flooding Problem
- Water Quality Improvements
- Ecological Benefits
- Constructability
- Property Ownership
- Utility Impacts
- Construction Detours/Road Shutdowns
- Triggers Permitting Requirements





Update on MPCA Resiliency Grant

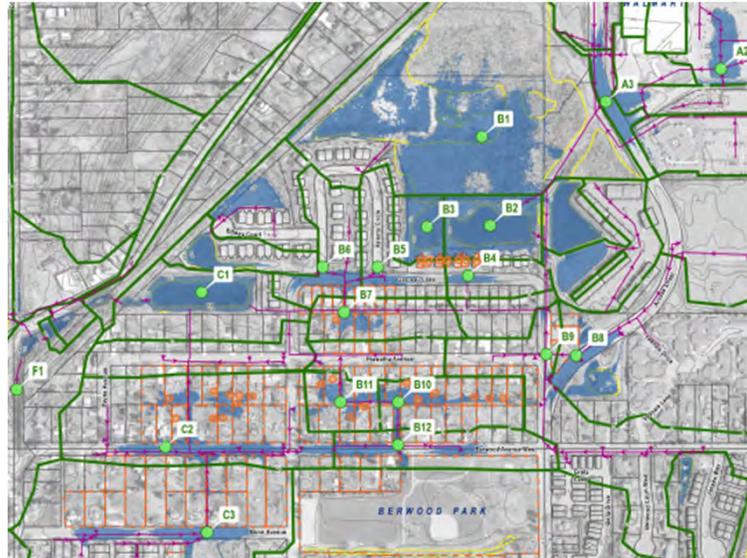
Team moved quickly to:

- assemble grading plans
- meet with wetland regulators
- assess readiness of the project for success

Ultimately the decision was made to not submit at this time.



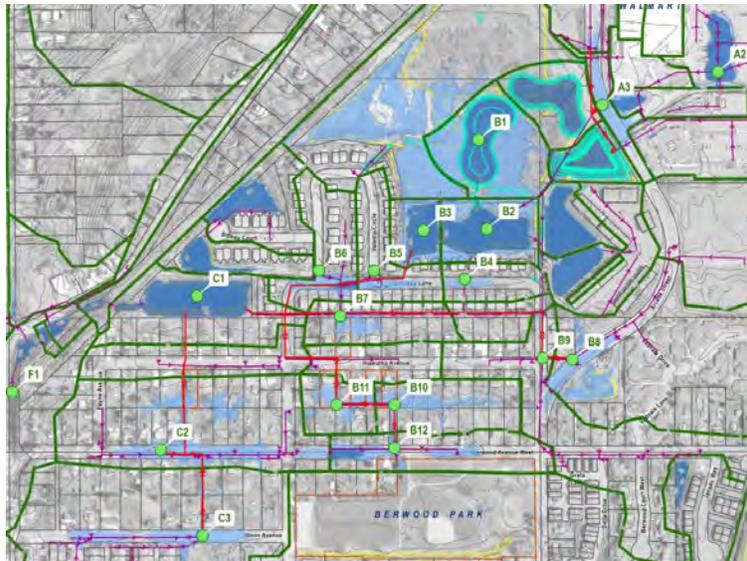
100-yr Inundation Map – Existing Conditions



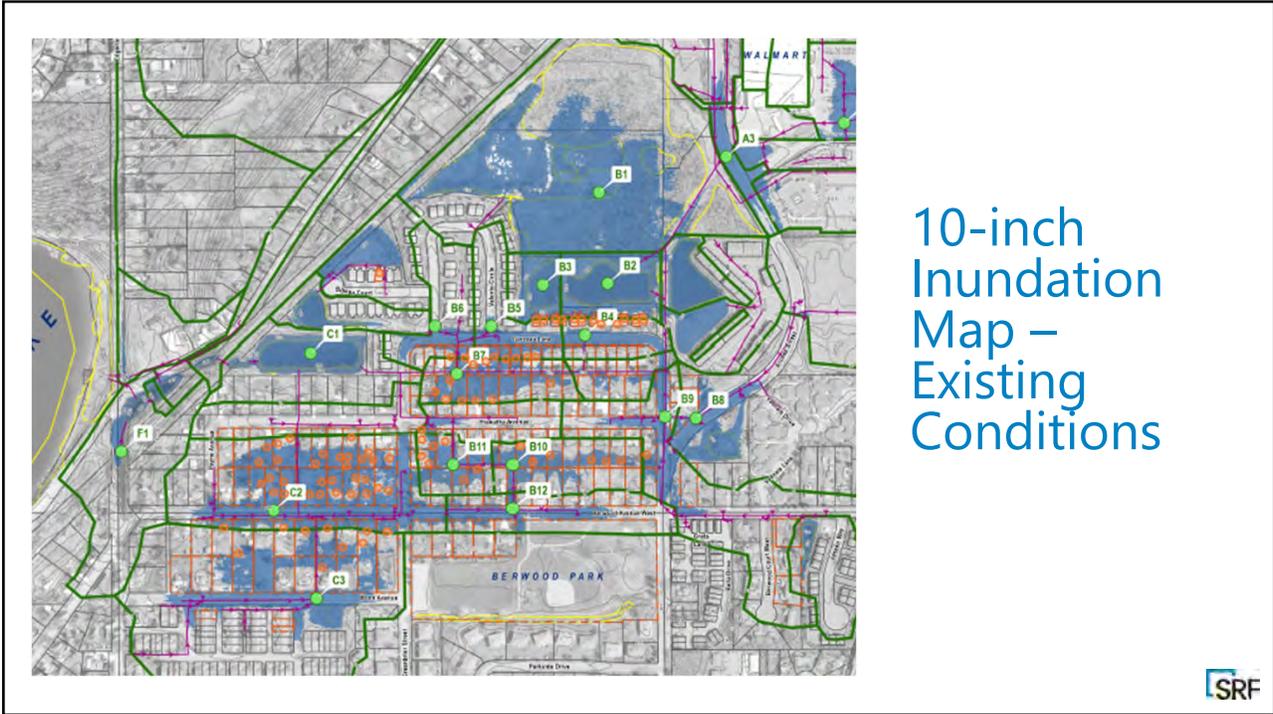
SRF

100-yr Inundation Map – Future Conditions

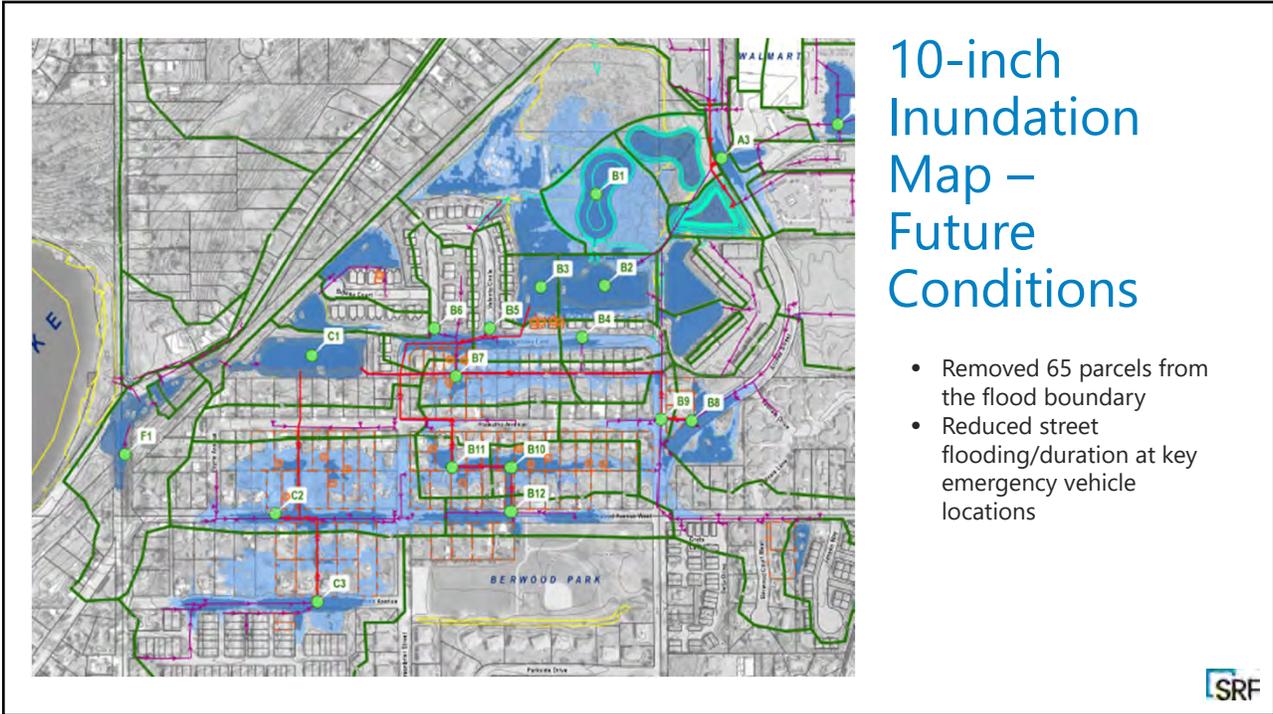
- Street Flooding eliminated throughout area with a trunk storm sewer improvements
- All structures removed from 100-yr floodplain
 - Based on LiDAR data - Will need low opening surveys to determine freeboard



SRF



10-inch
Inundation
Map –
Existing
Conditions



10-inch
Inundation
Map –
Future
Conditions

- Removed 65 parcels from the flood boundary
- Reduced street flooding/duration at key emergency vehicle locations



Probable Construction Costs

Item	Future Condition Construction Costs (Combined Alternative and Trunk Storm Sewer Improvements)	Pond 3 Estimated Construction Costs
Grading and Removals	\$1,155,000	-
Weirs/outlet structures	\$351,000	-
Storm sewer/pretreatment	\$1,000,000	-
Pump Station/Adaptive Management System		\$792,000
Boardwalk/bridge crossings	\$216,000	-
Wetland Restoration/Engineered Soil/Erosion Control	\$379,000	-
Miscellaneous Costs	\$1,043,000	-
Storm Sewer Improvements from South Arcade Street	\$1,036,000	-
Storm Sewer Improvements from Berwood Avenue	\$484,000	-
Storm Sewer Improvements from Monn Avenue	\$591,000	-
Estimated Total Construction Costs	\$6,255,000	\$792,000
Contingency	\$1,877,000	\$286,000
Estimated Total Costs Plus Contingency	\$8,132,000	\$1,237,000



Summary

- Flood improvements across the subwatershed

	100-year/24 hour		10-inch/24 hour	
	Existing	Future	Existing	Future
Inundated Parcels	89	7	137	72
Inundated Structures	27	0	85	20

- Duration of flooding is generally 40-80% reduced from existing conditions for the 10-inch event
- Additional 11,000 lbs of TSS and 39 lbs of TP removed annually from the subwatershed runoff



Next Steps

- Collect data to move the concepts to final feasibility
 - Wetland delineation
 - Soil borings/piezometers
 - Field survey
 - Permitting needs
- Identify the grants that are most applicable and determine the information needed to submit a successful grant application
- Coordinate with other local projects to install features along with other restoration (roads)
 - Garceau Lane reconstruction in 2025
- Use the new hydrologic modeling tool to evaluate staging improvements



Thank You!



David Filipiak
Director

dfilipiak@srfconsulting.com

Proposed Motion

- It was moved by Director _____ and seconded by Director _____ to approve the East Vadnais Lake Subwatershed Resiliency Study in packet Attachment 1 with non-material changes.



To: VLAWMO Board of Directors

From: Lauren Sampedro, Watershed Technician & Program Coordinator

Date: April 15, 2024

Re: **VI. A. 4.** Landscape Level 2 2024-02 City of Vadnais Heights Elmwood Park Grant Application

Introduction

LL2 2024-02 City of Vadnais Heights Elmwood Park Raingarden

- Applicant: City of Vadnais Heights
- Location: Elmwood Park (3910 Elmwood Street, Vadnais Heights)
- Project Type: Curb Cut Raingarden
- Total Estimated Project Cost: \$33,404.50
- VLAWMO Grant Recommendation via BWSR Watershed Based Implementation Grant (WBIF): 90%, up to \$30,064.05

Background

This application proposes a curb cut raingarden and rock swale in the southwestern corner of Elmwood Park, located off of Elmwood Street in Vadnais Heights. The proposed project drains to Lambert Creek, which is impaired for e.coli. The Vadnais Lake Area WMO TMDL Implementation Plan recommends public parks be retrofitted with large bioretention areas, which this project would accomplish. Elmwood Park is also located within a VLAWMO priority zone for volume reduction.

Ramsey County Parks & Recreation Soil and Water Conservation Division (SWCD) provided a design for the proposed raingarden project to capture and treat stormwater runoff and reduce the volume of water in the Lambert Creek subwatershed. It would provide treatment for a catchment area of about one acre. The estimated annual pollutant reductions are as follows: 73% reduction in volume (48,502 cubic feet), 74% reduction in TSS (~942 pounds), and a 73% reduction in TP (~3.6 pounds). The raingarden as proposed would be 1,200 square feet in size with a rain guardian pretreatment structure and pretreatment rock swale and overflow rock swale. The existing turf grass would be removed and replaced with over 20 native plant species in and around the raingarden in an area of about 3,895 square feet.

As part of the project, formal signage would be installed on site. The applicant may host a future educational program on the benefits of pollinators after construction. This project would also be the third consecutive year of partnering with the City on installing water quality and stormwater treatment projects in the City's parks.

The applicant obtained four bids for the project below:

- Davey Resource Group: \$72,711.75
- Minnesota Native Landscapes: \$48,406.00
- Shoreline Landscaping: \$41,233.34
- Sandstrom Land Management: \$33,404.50

The estimated project costs and proposed grant award are based on Sandstrom Land Management's low bid, which is lower than the SWCD's cost estimate of \$58,660.68. The costs as described are only for the raingarden and exclude ineligible maintenance costs. The applicant requested contractors to include three years of maintenance in their bids to assist their staff during the establishment period of the raingarden.

Staff are proposing to utilize grant funding from the BWSR Watershed Based Implementation Funding Program for this project. The raingarden is located in a priority subwatershed identified in the WBIF approved workplan and was confirmed to be eligible for the funding by BWSR staff. There is currently \$75,000 available to spend from the grant until the end of next year. Staff are working on additional possible projects with partners for the remaining grant funding.

This project was discussed at the TEC meeting on April 10th and the TEC did not express any concerns about the project.

Staff Recommendation

Staff recommend the VLAWMO Board of Directors approve Landscape Level 2 Grant funds for the 2024-02 City of Vadnais Heights Elmwood Park Raingarden.

Proposed Motion

It was moved by Director _____ and seconded by Director _____ to approve the Landscape Level 2 grant application 2024-02 at 90% of eligible project expenses, not to exceed \$30,064.05 in accordance with VLAWMO staff & TEC's recommendations and established VLAWMO and BWSR WBIF program guidelines.

Attachments

- Grant Application Packet- https://www.vlawmo.org/index.php/download_file/4877/
- PowerPoint Slides

VI. A. 4. Elmwood Park Raingarden

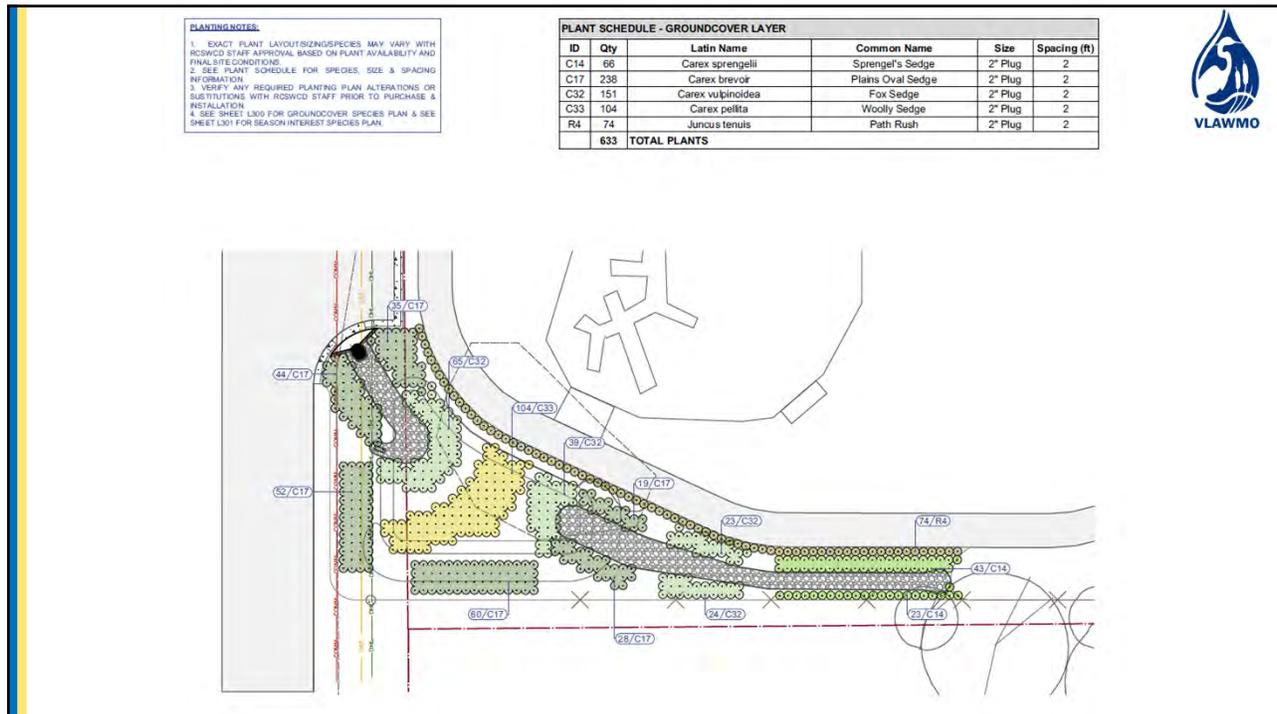
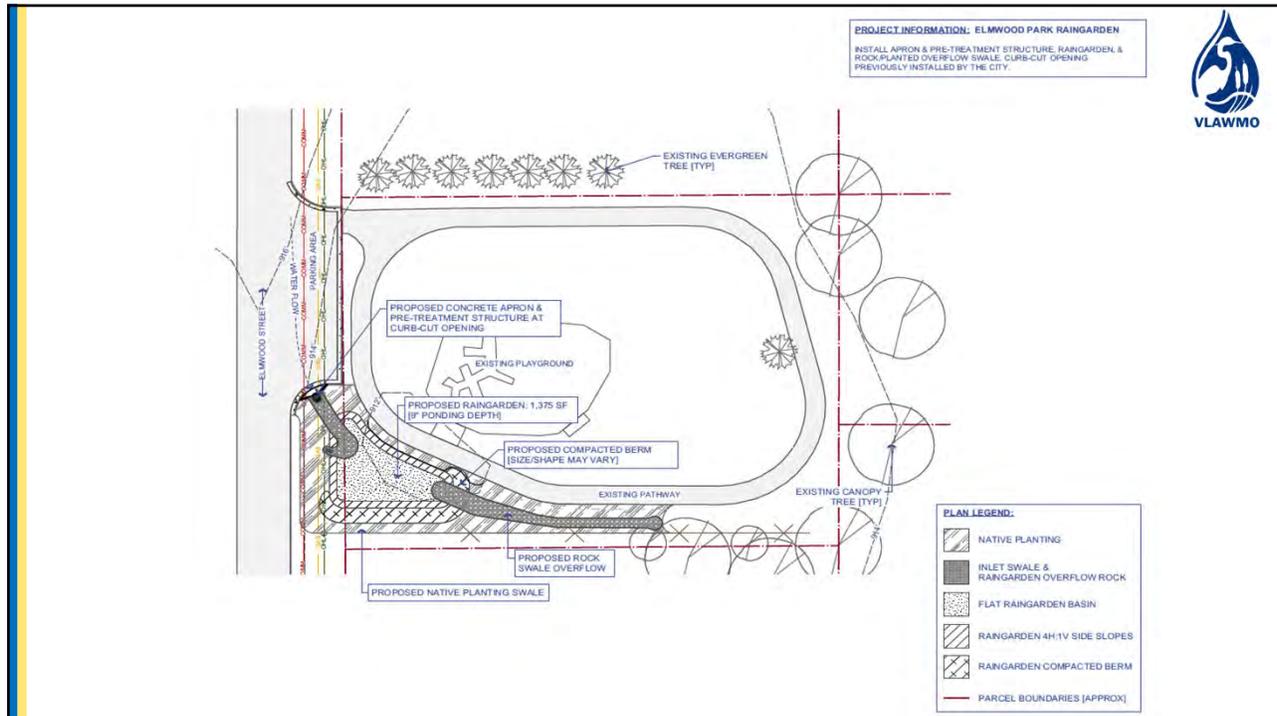
LL2 2024-02 Grant Application

Lauren Sampedro
Board of Directors Meeting
4/24/2024



LL2 2024-02 Location Aerial

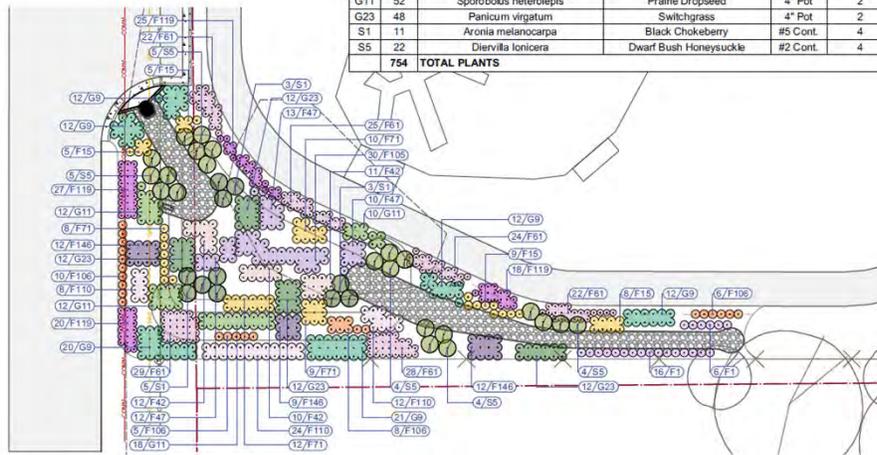






PLANTING NOTES:
 1. EXACT PLANT LAYOUT/SIZINGS/SPECIES MAY VARY WITH RCSCWD STAFF APPROVAL BASED ON PLANT AVAILABILITY AND FINAL SITE CONDITIONS.
 2. SEE PLANT SCHEDULE FOR SPECIES, SIZE & SPACING INFORMATION.
 3. VERIFY ANY REQUIRED PLANTING PLAN ALTERATIONS OR SUBSTITUTIONS WITH RCSCWD STAFF PRIOR TO PURCHASE & INSTALLATION.
 4. SEE SHEET L300 FOR GROUNDCOVER SPECIES PLAN & SEE SHEET L301 FOR SEASON INTEREST SPECIES PLAN.

ID	Qty	Latin Name	Common Name	Size	Spacing (ft)
F1	22	Agastache foeniculum	Anise Hyssop	4" Pot	2
F15	27	Rudbeckia submontana	Sweet Black-Eyed Susan	4" Pot	2
F42	33	Eupatorium purpureum	Joe-Pye Weed	4" Pot	2
F47	35	Liatris spicata	Marsh Blazing Star	4" Pot	2
F61	150	Geum triflorum	Prairie Smoke	4" Pot	1.5
F71	39	Ratibida pinnata	Yellow Coneflower	4" Pot	2
F105	30	Symphotrichum puniceum	Swamp Aster	4" Pot	2
F106	29	Asclepias tuberosa	Butterfly Weed	4" Pot	2
F110	44	Echinacea angustifolia	Narrow-leaved Coneflower	4" Pot	2
F119	90	Phlox pilosa	Prairie Phlox	4" Pot	1.5
F146	33	Verbena stricta	Hoary Vervain	4" Pot	2
G9	89	Schizachyrium scoparium	Little Bluestem	4" Pot	2
G11	52	Sporobolus heterolepis	Prairie Dropseed	4" Pot	2
G23	48	Panicum virgatum	Switchgrass	4" Pot	2
S1	11	Aronia melanocarpa	Black Chokeberry	#5 Cont.	4
S5	22	Diervilla lonicera	Dwarf Bush Honeysuckle	#2 Cont.	4
754 TOTAL PLANTS					



Raingarden Bids Received



- Davey Resource Group: \$72,711.75
- Minnesota Native Landscapes: \$48,406.00
- Shoreline Landscaping: \$41,233.34
- Sandstrom Land Management: \$33,404.50

*Costs for Raingarden Install Only

Proposed Motion



It was moved by _____ and seconded by _____ to approve the Landscape Level 2 Grant Application 2024-02 at 90% of eligible project expenses, not to exceed \$30,064.05

Agenda item VI. B. 1.

Consideration of 5-year partnership projects table and long range budgeting discussion

Phil Belfiori
VLAWMO Board
meeting April 24, 2024



Agenda and Purpose of Today's discussion 

- Agenda for this item:
 - Consideration of 5- year partnership projects table -attachment#1
 - Discussion on long range budgeting graphs

Introduction : Discussion on 5-year Partnership Projects

Table- See Attachment #1



- Seeking direction from Board today in establishing high level planning for the next 5 years of partnership based projects to provide high level guidance for the upcoming 2025 budget process.
- To start in this table development process, staff used the list of possible projects as was discussed as part of the approved long range project table one year ago. The long range project table was then updated based on input from the stakeholder feedback.
- This first version of the rough draft table was sent to 11 city /partner staff from:
 - City of White Bear Lake (Connie T)
 - City of Vadnais Heights (Jim H. and Nick O.)
 - City of Gem Lake (Jim L.)
 - City of Lino Lakes (Andy and Mike G.)
 - City of North Oaks (Kevin K.)
 - White Bear Township (Dale R. and Pete T.)

Vadnais Lake Area Water Management Organization

Background : Discussion on Draft 5-year Partnership projects table



- NOHOA (Julia, Susan M. and Kristie E.)
- St. Paul Water (Jeremy and Justine)
- Ramsey County Public Works (Molly C.)
- Ramsey Conservation Division (Ann W.)
- North Oaks Company (Don P. and Lauren)
- Staff then held separate meetings with each of the above-mentioned staff in March 2024. The attached rough draft table has incorporated or considered the feedback from these partner staff.
- The attached table also was reviewed and discussed the Board subcommittee on April 3, 2024 and the subcommittee identified that the 5 year table (attachment 1) generally is a good approach for long range partnership planning.
- The focus of the project table is to maintain momentum to implement large scale partnership-based CIP-type regional Projects over the next 5 years and keep the fund balance at required levels per Board policy.

Vadnais Lake Area Water Management Organization

Summary of draft projects included in draft table- see table attachment 1



- In interest of time, staff will not specifically discuss each of the partnership projects listed in attachment 1.
- Does the Board have any questions or wish to discuss any of the partnership projects listed in 5 year table?
 - Gem Lake Subwatershed
 - Lambert Subwatershed
 - Goose Lake Subwatershed
 - Birch Lake Subwatershed
 - Gilfillan-Tamarack-Black-Wilkinson-Amelia
 - Pleasant-Charley-Deep Lakes
 - Sucker-East & West Vadnais Lakes

Vadnais Lake Area Water Management Organization

Summary of draft projects included in draft table



Watershed Wide Partnerships Programs

- VLAWMO cost shares
- Groundwater Quantity cost share program
- Assist MS 4 programming /implementation
- Wetland assessment plan
- 10 year watershed management plan (2nd year of development)
- Maintenance and operation (built projects)
- BWSR WBF grant (match)

Vadnais Lake Area Water Management Organization

Long range budgeting discussion based on 5 year table



The following graphs to further examine long range budget planning /forecasting and to inform the discussion on the 2025 preliminary draft budget (next on this tonight's agenda)

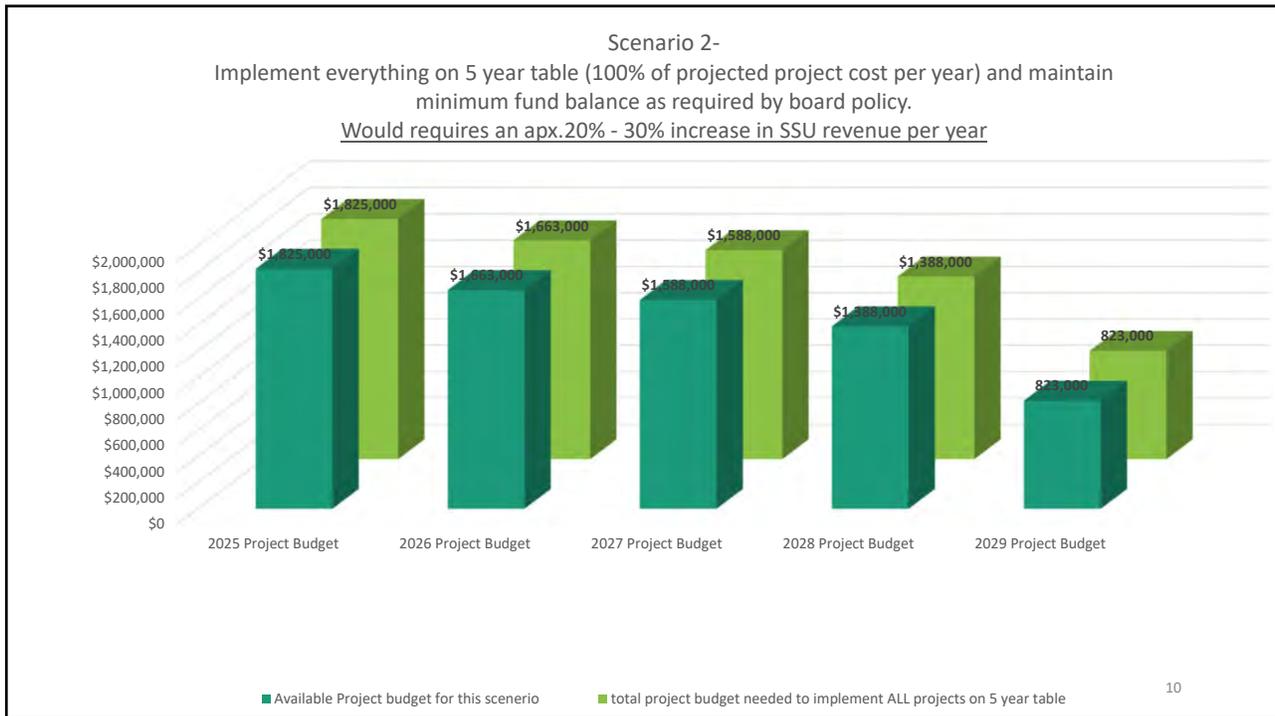
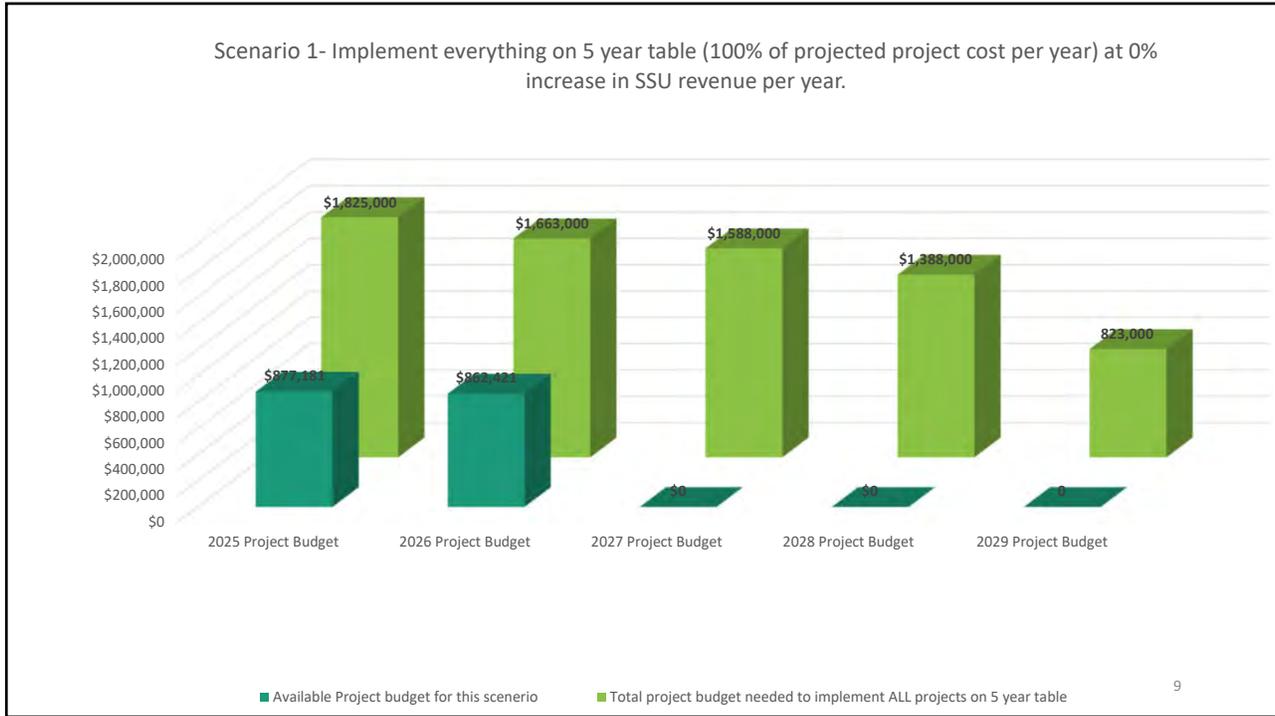
- Graphs identify 4 **Scenarios** which compare project only budgets:
 - **1:** Implement everything on 5 year table (100% of projected project cost per year) at 0% increase in SSU revenue per year.
 - **2:** Implement everything on 5 year table (100% of projected project cost per year) and maintain minimum fund balance as required by board policy (assumed min. of 35% of annual budget). Would requires an apx.20% to 30% increase in SSU revenue per year in order to implement all projects.
 - **3:** Implement 60% of projected project cost per year on 5 year table at 0% increase in SSU revenue per year.
 - **4.** Implements 60% of projected projects cost per year on table, maintains minimum fund bal. AND “manages” fund balance to draw down balance.

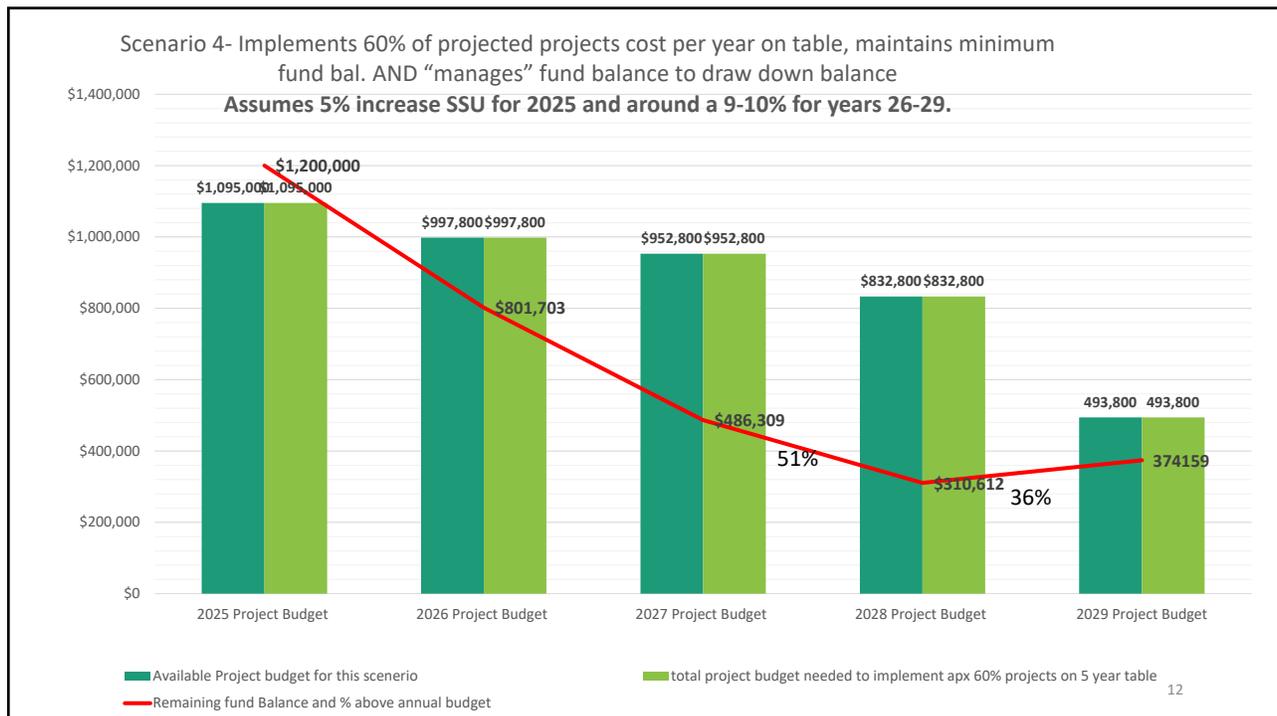
Assumptions for Long Range Budgeting Graphs



- Assumes core services and on-going programs level of services stays constant plus inflation.
- 5 year project table lists is brainstormed high level /long range possible projects that have been discussed (at some level) at a staff level and or with partners or boards. “wish list”
 - Project estimated costs and year of implementation are very rough – best available at the time.
 - Is considered VLAWMO dollars only (not grant or partnership funding)
- Implementation of 60% of projects cost on 5 year table scenarios (Scenarios 3-4) may be closer to reality?
- For best review, staff recommends having hard copy of 5 year table in view at the same time as analysis of these graphs

Vadnais Lake Area Water Management Organization





Takeaways from long range budgeting graphs



- Scenarios that implement all projects on 5 year table
 - Scenario 1 only implements projects for around 1 or 2 years then run out of money and can only implement a small portion / no projects after that.
 - Scenario 2 identifies implementation of all projects budgeted on 5 year partnership project table but would need apx. 20% - 30% SSU increase per year. Not financially /politically realistic?
- Scenarios that implements 60% of projects on 5 year table
 - Scenario 3 implements 60% of projects budgeted on table for all 5 years at 0% SSU increase per year but cannot maintain fund balance for 2027 - 2029
 - Scenario 4 implements 60% of projects budgeted on 5 year table and maintains fund balance for all 5 years. Would need apx. 5% SSU increase in 2025 (around 9-10% in later years?- or lower/higher based on “uncertainty” factors).

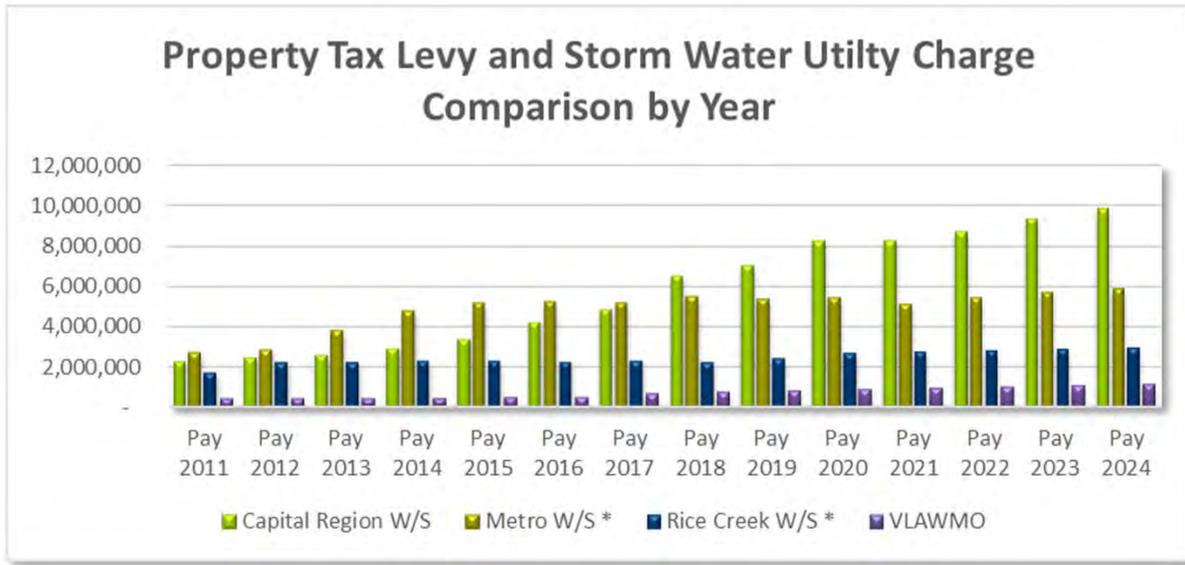
Vadnais Lake Area Water Management Organization

Takeaways from long range budgeting graphs

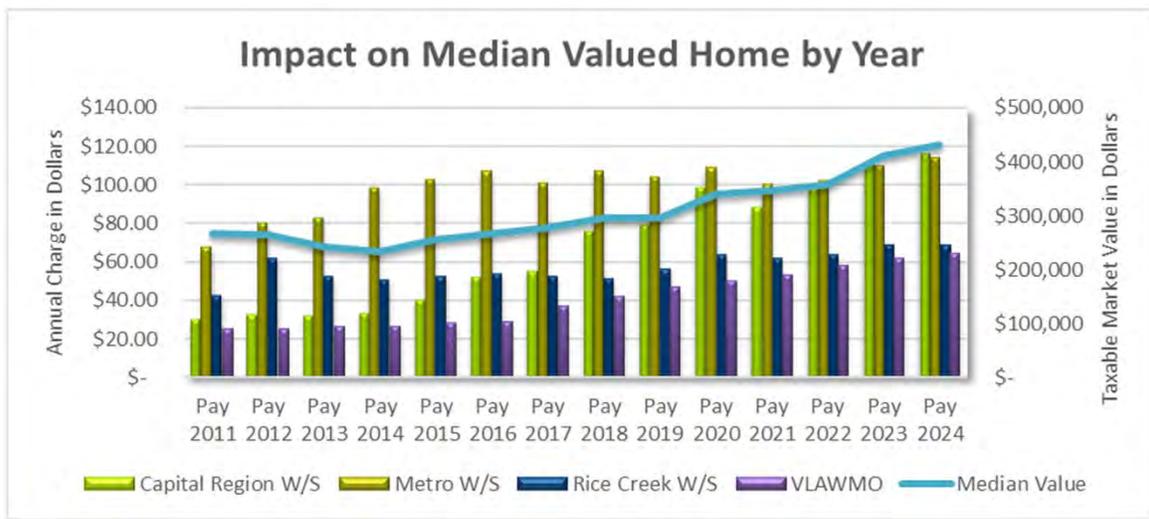


- From a big picture viewpoint, some additional long range future increases in budget on 5 year table maybe needed for possible larger costs partnership projects?:
 - East Vadnais Lake Subshed Resiliency Project
 - Polar Lakes Park Water Reuse Project
 - Other large scale Water Reuse /groundwater conservation project implementation ?
 - Local match for 2nd 319 small watershed grant project design (in Wilkinson /Birch Subshed)
 - Wilkinson Lake alum project
 - Pleasant Lake project partnerships including Carp mngt, AIS, Shoreline management and city infrastructure plan development.
 - Repurposing Whitaker Pond experimental wetland system
 - Public drainage maintenance needed per ongoing system inspections and City partnerships;
 - Voluntary raingarden cost share applications in City street reconstruction projects
 - Polar Chev/61 channel restoration /sediment in E Goose Lake removal
 - NOC partnership on City of Lino Lks. Parcel
 - Gem Lake Commercial District planning or project
- Project costs in table are considered VLAWMO dollars only (not grant or partnership funding) and in some cases is only a small part of overall project cost estimate.

Comparing Total Tax Levy Income of WD's in Ramsey County to VLAWMO's SSU income



Comparing Tax Levy Rate on Median Value Residential Property in Ramsey County's WDs to VLAWMO's SSU Residential Rate



Requested Board Action



Requested Board Discussion and Action : Staff request that the Board review the attached 5 year partnership project table in preparation of the April 24 meeting discussion and consider that the attached table generally captures a high-level plan for partnership projects for the VLAWMO.

Staff also requests that the Board discuss the long range budgeting graphs and provide staff with input

Proposed Motion: **Director _____ moves to approve that the attached 5 year partnership project table (Attachment 1) generally captures a high-level long range plan for partnership projects for the VLAWMO.**

Vadnais Lake Area Water Management Organization

LONG-RANGE HIGH LEVEL PROJECT PLANNING & BRAINSTORMING. VLAWMO & PARTNERS IMPLEMENTATION 2025-2029

For April 24, 2024 VLAWMO Board meeting

ALL \$ amounts listed in this table are VLAWMO partnership dollars only

grant & partnership dependent project / activities (would /may not be implemented without grant and or partnership funding)	2025	2026	2027	2028	2029	Possible Proposed Partners &Notes
Subwatershed Activities						
Gem Lake						
Commercial area retrofit project feasibility study	\$25,000					City/ County
Commercial area retrofit project implementation		\$25,000	\$125,000		\$10,000	Cities /County- state grant ?
Lambert Creek						
Whitaker wetland retrofit/repurpose project	\$10,000	\$80,000	\$20,000	\$10,000		\$ amount identified is local match to grant only (assume la
Debt services on Lambert Sheet Pile Replacement	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	repay loan- 50% SPRWS?
Existing Creek project/program maintenance and inspection	\$15,000	\$50,000	\$10,000	\$50,000	\$30,000	City. Erosion repairs, branches partnership, meander or bi
City Street project partnership		\$60,000	\$10,000	\$30,000	\$20,000	City (WBL or VH) street project
Public drainage associated Water quality /wetland partnership proje	\$30,000	\$20,000	\$40,000	\$40,000	\$20,000	cost sharing to City. Upstream or on public drainage system
Water reuse project (local match for grant)		\$30,000	\$110,000			\$ amount identified is local match to grant only (assume la
City water quality in park and /or pub spaces /GW conservation partnerships (also Vadnais /Sucker subshed)	\$20,000	\$10,000	\$25,000	\$20,000	\$30,000	City, County
"Living" Streets Demonstration Project - Planning	\$50,000	\$25,000				City - \$ amount identified is VLAWMO match
"Living" Streets Demonstration Project - Implementation			\$150,000			City - \$ amount identified is local match to grant only (assu
Lambert Creek subwatershed Resiliency partnership Plan /Study	\$80,000					\$ amount identified VLAWMO match -Cities/County /SPRW
Lambert Creek subwatershed Resiliency partnership Project(s)_		\$150,000	\$150,000	\$150,000		\$ amount identified is local match to grant only (assume larger CIP project) -Cities/County /SPRWS - state grant?
Goose Lake						
Spent Lime demonstration project (Oak Knoll Pond)	\$5,000	\$5,000	\$5,000			City-50/50 - for monitoring and eval.
Polar Chev/61 channel restoration /sediment in lake removal	\$10,000	\$25,000	\$50,000			MNDOT, City, County \$ are VLAWMO Only. WBIF grant?
Shoreline restoration?? (White Bear Boat Works site; W Goose)	\$25,000					city
Bruce Vento trail stormwater treatment opportunities (also Gem Lk.	\$50,000					City, County, State grant?
Goose Lakes regional partnership /BMP projects	\$50,000	\$50,000	\$50,000			City (50/50)- Grants?
Birch Lake						
Regional water-quality partnership project(shoreline, water qual or v	\$5,000	\$25,000		\$20,000		City , BLID - grant
Subwatershed neighborhood BMPs projects	\$10,000	\$10,000	\$10,000		\$10,000	City - WBF grant ?
Rotary Park Restoration projects	\$30,000	\$20,000	\$20,000	\$20,000	\$20,000	City
Birch Lake AIS partnership	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	City, BLID
Sports Center shoreline rest. Expansion	\$15,000					City
Gilfillan-Tamarack-Black-Wilkinson-Amelia						
Local match for 2nd 319 small watershed grant project (Wilkinson)	\$50,000	\$113,000	\$113,000	\$20,000		\$ amount identified is local match to grant only (assume larger CIP project)NOC, City, SPRWS, 319 grant,
Local Match for 3rd 319 small watershed grant project (Wilkinson)				\$113,000	\$113,000	\$ amount identified is local match to grant only (assume larger CIP project)NOC, City, SPRWS, 319 grant,
Feasibility study for Birch outlet channel (upstream of Wilkinson)				\$15,000		City, grant
Wilkinson Lk. Deep Water Wetland project ongoing maintenance	\$10,000	\$10,000	\$10,000	\$5,000	\$10,000	NOC
Amelia North drainageway partnership project		\$100,000	\$25,000	\$75,000	\$25,000	City, state grant?
Internal load/alum Wilkinson	\$175,000			\$325,000	\$35,000	319 Grant ? NOC? -
Internal load/alum Tamarack					\$20,000	grant ?
Tamarack Nat. Center (partnership with County Parks)	\$10,000		\$50,000	\$50,000		County Parks, RCD
NOC partnership on City of Lino Lks. Parcel	\$50,000					City of Lino, NOC
NOC partnership on Water Reuse	\$50,000	\$50,000				NOC, Grants?
Township /City BMP retrofits	\$25,000	\$25,000				
Polar Lakes Park water reuse project	\$125,000	\$175,000	\$25,000	\$10,000		WBT, \$ amount identified is local match to grant only (assu
City/Township/NOHOA /NOC partnership water qual /GW conservation projects	\$25,000	\$30,000	\$25,000	\$30,000	\$20,000	
Pleasant-Charley-Deep Lakes						
Nutrient /TMDL partnership projects /studies	\$50,000	\$20,000	\$25,000	\$10,000	\$20,000	\$ amount is VLAWMO cost share only. City, SPRWS, MS 4, Grant?
Carp mgmt implementation (Pleasant)	\$30,000	\$30,000	\$10,000	\$5,000		SPRWS, NOHOA
Pleasant Shoreline /subshed partnerships	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	NOHOA, SPRWS
Vegetation mgmt (Pleasant & Deep)AIS	\$30,000	\$25,000				SPRWS, NOHOA
Subwatershed/ neighborhood BMPs projects	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	NOHOA, City, SPRWS
Infrastructural partnerships	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	City, NOHOA, SPRWS
Sucker-East & West Vadnais Lakes						
Vadnais-Sucker Channel vegetation restoration		\$20,000				City , SPRWS, RCD
Vadnais-Sucker Lake Park ongoing restoration work	\$10,000	\$10,000	\$20,000	\$30,000	\$30,000	GRG, County, SPRWS- County is developing Vadnais-Sucker Park master plan so increased in years 26-29
E Vadnais subshed Resiliency partnership projects	\$250,000	\$50,000	\$100,000	\$25,000	\$25,000	City, County, SPRWS, RCD
City of Vadnais Heights Street proeject partnership	\$50,000					
City environment Initiatives (also Lambert Crk subshed)	\$20,000	\$20,000	\$10,000	\$15,000	\$20,000	City of Vad. Heights
Trail project - Vadnais Blvd to County Road E	\$25,000	\$50,000				City, County
?TMDL report and plan development (W Vadnais?)						0 pending RWMWD finishing requested boundary change
?TMDL partnership projects (W Vadnais?)						0 pending RWMWD finishing requested boundary change
?Sediment study (W Vadnais?)						0 pending RWMWD finishing requested boundary change
?Internal load mgmt/alum (W Vadnais?)						0 pending RWMWD finishing requested boundary change
?Rough fish/AIS management (W Vadnais)						0 pending RWMWD finishing requested boundary change
Watershed Wide Partnerships						
VLAWMO cost shares	\$70,000	\$80,000	\$90,000	\$90,000	\$90,000	Cities /township/County
Groundwater quantity cost-share program	\$20,000	\$30,000	\$40,000	\$20,000	\$20,000	Cities /township/County
Assist MS4 programming/implementation	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	Cities /township/County
Wetland assessment plan	\$15,000		\$15,000			Cities
Public drainage maintenance and inspection	\$35,000	\$30,000	\$100,000	\$25,000	\$100,000	City
Maintenance and operation (built projects & restorations)	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	
Watershed Planning	\$120,000	\$55,000		\$30,000		
BWSR WBF grant (match)	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	Cities /township/County - BWSR 25-27 WBIF funds (\$147,921).
Subwatershed Activities Total	\$1,825,000	\$1,663,000	\$1,588,000	\$1,388,000	\$823,000	<- Dependent on Partner Contribution

Agenda item VI. B. 2

Discussion of draft Preliminary 2025 Budget

Phil Belfiori
VLAWMO Board
meeting April 24, 2024



Summary of Attached rough draft 2025 budget table See **Attachment #1 - Introduction**



- The attached rough draft 2025 budget table is developed using the 5 year partnership project table as a starting point. Dollars identified on table are considered VLAWMO dollars only(not grant/outside funding)
- The attached table also was reviewed and discussed at the Board subcommittee on April 3, 2024 and the subcommittee identified it did not have any concerns on the rough draft 2025 budget table (attachment 1). There was one comment to consider increasing the SHG cost share program.
- The key to this 2025 budget process is management of uncertainty. Do not anticipate to spend entire 2025 budgets due to several factors:
 - technical feasibility, project timing, partnerships uncertainty, outcomes of possible State grant applications.
- The general approach in the rough draft 2025 budget is to include some level of funding (but maybe not the entire amount of VLAWMO partnership needed) even if the possible project is uncertain for one or more of these factors. With the understanding that project budgets can be adjusted at Dec. 2024 Board meeting (2025 working budget) or perhaps pushed to the 2026 budget.

Introduction to Discussion on Rough draft 2025 budget table provided in packet **See Attachment #1**



- The following are some of the bigger proposed 2025 projects have a high level of uncertainty going into the 2025 budget development process including (but not limited to):
 - East Vadnais Lake Subshed Resiliency Project (pending feasibility, grant and partnerships) ;
 - Polar Lakes Park Water Reuse Project (pending local partnership and grant application);
 - Development of VLAWMO 10-year watershed management plan (pending review comments and JPA review);
 - Local match for 2nd 319 small watershed grant project design (feasibility and timing and partnership) ;
 - Wilkinson Lake alum project (pending partnerships and estimated costs);
 - Pleasant Lake project partnerships including Carp mngt, AIS, Shoreline management and city infrastructure plan development. (partner implementation, partnerships and timing);
 - Amount of public drainage maintenance needed per ongoing system inspections and City partnerships;
 - Number of voluntary raingarden cost share applications in City street reconstruction projects in the City of Vadnais Heights and City of White Bear Lake. Overall voluntary cost share programs budget uncertainty;
 - Polar Chev/61 channel restoration /sediment in lake removal (MNDOT, partnership,and technical feasblity);
 - Bruce Vento trial project partership (timing, partnerships);
 - NOC partnership on City of Lino Lks. Parcel (project timing, partnership and technical feasibility)

Summary of Attached rough draft 2025 budget table **See Attachment #1**



- Capital Improvement Projects: (summary of some of the anticipated larger Projects or CIPs):
 - **Gem Lake Subwatershed: Total Fund Budget Range : \$10,000 - \$25,000**
 - Commercial area retrofit study and or project.
 - **Lambert Creek Subwatershed: Total Fund Budget Range : \$155,000 – \$200,000**
 - Lambert Creek subwatershed Resiliency partnership Plan /Study
 - "Living" Streets Demonstration Project - Planning
 - Whitaker wetland retrofit /repurpose study /project.
 - City partnership BMPs and or environmental initiative /project
 - Public drainage Water quality partnership projects (Branches).
 - Lambert creek project maintenance (meander /biochar)
 - Sheet pile debt service-\$38,568

Summary of Attached rough draft 2025 budget table See Attachment #1



- Capital Improvement Projects: (summary of some of the anticipated larger Projects or CIPs):
 - **Goose Lake Subwatershed: Total Fund Budget Range: \$95,000 - \$125,000**
 - Spent Lime Evaluation
 - Polar Chev/61 channel restoration /sediment in lake removal
 - Bruce Vento trail stormwater treatment opportunities (also Gem Lk. Subshed Neighborhood or Subshed BMPS)
 - Shoreline restoration (W Goose)

Summary of Attached rough draft 2025 budget table See Attachment #1



- Capital Improvement Projects: (summary of some of the anticipated larger projects):
 - **Birch Lake Subwatershed: Total Fund Budget Range : \$40,000 - \$60,000**
 - Rotary Park partnerships and restoration
 - Sports center BMP
 - Subwatershed BMP's
 - Regional water-quality partnership project(shoreline, water qual or wetland)
 - Birch Lake AIS partnership

Summary of Attached rough draft 2025 budget table See Attachment #1



- Capital Improvement Projects: (summary of some of the anticipated larger projects):
 - Gilfillan, Black Tamarack Wilkinson Amelia Subwatershed: Total Fund Budget Range : \$375,000 - \$490,000
 - Polar Lakes Park water reuse project
 - Wilkinson Lake Alum
 - NOC partnership on City of Lino Lks. Parcel
 - NOC partnership on Water Reuse /GW conservation
 - Local match for 2nd 319 small watershed grant project design (Wilkinson)
 - Township /City BMP retrofits
 - Tamarack Nat. Center (partnership with County Parks)
 - Township /City partnership BMPs -GW conservation /W Qual.
 - Wilkinson BMP maintenance

Summary of Attached rough draft 2025 budget table See Attachment #1



- Capital Improvement Projects: (summary of some of the anticipated larger projects):
 - Pleasant Charley Deep Subwatershed: Total Fund Budget Range : \$140,000-\$190,000
 - Carp mgmt implementation (Pleasant)
 - Vegetation mgmt (Pleasant & Deep)AIS
 - Pleasant Shoreline /subshed partnerships
 - Nutrient /TMDL partnership projects /studies
 - Subwatershed/ neighborhood BMPs projects
 - Infrastructural planning /partnerships

Summary of Attached rough draft 2025 budget table See Attachment #1



- Capital Improvement Projects: (summary of some of the anticipated larger projects):
 - **Sucker Vadnais Subwatershed: Total Fund Budget Range : \$230,000 - \$300,000**
 - E Vadnais subshed Resiliency partnership projects
 - City of Vadnais Heights Street project partnership
 - City environment Initiatives (also Lambert Crk subshed)
 - Trail project - Vadnais Blvd to County Road E
 - Vadnais-Sucker Lake Park ongoing restoration work

Summary of Attached rough draft 2025 budget table See Attachment #1



- **Programs (ongoing):**
 - Cost share (level 1/2 “traditional” and Groundwater conservation, soil health): \$115,000 – \$170,000
 - Continued development of 10 watershed management plan (2nd year)
 - Public Ditch Maintenance, ongoing ditch main. and Technical work & assistance w/local partners & past project maintenance program: \$50,000 – \$80,000
 - Water quality monitoring and Project-based monitoring
 - Education and Outreach and MS 4 partnerships

Summary of Attached rough draft 2025 budget table **See Attachment #1**



- **Operations & Administration:** this identified amount (ranges) are driven in large part by the Board approved performance based salary adjustment per Board policy and updated employee benefits package. **Total Fund Budget Range :\$802,671 - \$839,289**
- Larger budget items include:
 - Employee Payroll
 - Employee Benefits
 - Engineering and technical assistance (unanticipated technical work)
 - Office rent
 - Information systems (computers and technology)
 - Audit
 - Stormwater Utility assistance

Summary of Attached rough draft 2025 budget table (continued) **See Attachment #1**



- Total initial budget expenditures (VLAWMO funding only) identified in attached rough draft 2025 budget table = **\$2,222,239 Low Estimate - \$2,756,857 High Estimate**
- Range of Income identified in attached rough draft 2025 budget table is **\$1.179M - \$1.236M** (which includes for brainstorming a range of **0%-5%** SSU increase – for discussion purposes only (not recommended at this time))
- Identifies grant and local partnership income of **\$202,500** (depending when project are constructed?) :
 - BWSR WBF grant (2 different grant cycles 23-25 or 25-27)
 - 319 MPCA grant implementation (start of 2nd project design of 4)
 - NOC Partnership?
 - City /County for project partnerships
 - SPRWS

Summary of Attached rough draft 2025 budget table (continued) **See Attachment #1**



- Fund Balances for year end 24 and 25:
- Range for Predicted Fund balance at year end 2024- (12/31/2024)= Apx. \$800,000- \$1.3M (Do not anticipate to spend entire 2024 budget due to project timing and partnerships uncertainty)
 - Minimum fund balance required per Board Policy(assume 35%) = \$757,000
- Range for Predicted Fund balance at year end 2025- (12/31/2025). (Do not anticipate to spend entire 2025 budget due to project timing and partnerships uncertainty)
 - Low to Mid Range Estimate Range : Apx. \$600,000 - \$1,200,000
 - Minimum fund balance required per Board Policy(assume 35%)= \$778,000 – \$965,000

Next Steps: Proposed 2025 Budget Planning and Development Schedule



April 3, 2024 - Subcommittee Discussed – High level long range 5 year project budget planning & rough draft 2025 budget table

April 24, 2024 – Preliminary 2025 budget discussion /direction at the VLAWMO Board meeting

Late May/ Early June 2024 – Board Subcommittee + TEC member Meeting on draft 2025 budget - (Preliminary draft 2025 budget sent out to Board subcommittee + TEC member apx. one week before meeting)

June 26, 2024 – VLAWMO Board consideration of 2025 budget

Aug. 28, 2024 – VLAWMO Board consideration of storm sewer utility rates for 2025

Oct. 23, 2024 - VLAWMO Board consideration of storm sewer utility certification lists for 2025

Dec. 11, 2024 – Consider 2025 fund balances and 2025 “working” budget

Vadnais Lake Area Water Management Organization

Requested Board Discussion/ Action



- Discussion on rough draft 2025 budget -**See Attachment #1**
 - Does the Board wish to provide direction regarding priorities to the Board Subcommittee Committee for their upcoming meeting ?
- Possible date for Subcommittee meeting?- In person meeting at Vadnais Heights City Hall – 6:30pm on either **May 29 or 30 ?**
- **Proposed Motion:** Board authorizes the Subcommittee to review the draft 2025 budget materials and provide the full Board recommendation(s) at the June 26 meeting.

Vadnais Lake Area Water Management Organization

2025 Preliminary Budget --- For April 24, 2024 VLAWMO Board Meeting

HOTLINKS TO SLIDES

VLAWMO BUDGET 2025		Approved 2024 "working"	Preliminary Rough Draft 2025	
EXPENSE		Budget	Budget	
3.1	Operations & Administration	\$762,742	\$802,671 - \$839,289	
3.110	Office	\$32,239		
3.120	Information systems	\$33,850		
3.130	Insurance	\$10,050		
3.141	Consulting -Audit	\$19,000		
3.142	Consulting - Bookkeeping	\$1,500		
3.143	Consulting - Legal	\$7,000		
3.144	Consulting - Eng. & Tech.	\$50,000		
3.150	Storm Sewer Utility	\$22,500		
3.160	Training - staff, board,TEC	\$14,250		
3.170	mileage and noticing	\$6,930		
3.191	Employee payroll	\$435,554		
3.192	Employee liability (benefits)	\$129,869		Page 114
3.2	Monitoring & Studies	\$151,000	\$131,000 - \$189,000	
3.210	Lake & creek program lab analysis	\$18,000		
3.220	Equipment	\$3,000		
3.230	Wetland assessment & management	\$15,000		
3.240	Watershed Planning	\$115,000		Page 113
3.3	Education & Outreach	\$36,000	\$30,000 - \$40,000	
3.310	Public Education	\$6,000		
3.320	Communication, Outreach and	\$22,000		
3.330	Community Blue education grant	\$8,000		Page 113
3.4	Capital Improvement Projects and Programs	\$1,209,131	\$1,253,568 - \$1,683,568	
	<i>Subwatershed Activity</i>			
3.410	Gem Lake subwatershed	\$35,000	\$10,000 - \$25,000	Page 110
3.420	Lambert Creek subwatershed (Does NOT Include Debt Service)	\$90,000	\$155,000 - \$200,000	Page 110
3.421	Lambert Pond Project Loan Debt Service	\$38,569	\$38,568	Page 110
3.425	Goose Lake subwatershed	\$85,000	\$95,000 - \$125,000	Page 111
3.430	Birch Lake subwatershed	\$48,000	\$40,000 - \$60,000	Page 111
3.440	Gillfillan Black Tamarack Wilkinson Amelia sub	\$405,000	\$375,000 - \$490,000	Page 112
3.450	Pleasant Charley Deep subwatershed	\$145,000	\$140,000 - \$190,000	Page 112
3.460	Sucker Vadnais subwatershed	\$123,000	\$230,000 - \$300,000	Page 113
3.48	<i>Programs</i>			
3.481	Soil Health Grant	\$15,000	\$15,000 - \$30,000	
3.482	Landscape 1 - cost-share	\$56,263	\$40,000 - \$60,000	
3.483	Landscape 2	\$85,299	\$60,000 - \$80,000	
3.484	Project research and MS 4 partnership work	\$5,000	\$5,000	Page 113
3.485	Maintenance and operations (Facilities maintenance & Ditch maintenance)	\$78,000	\$50,000 - \$80,000	Page 113
3.5	Regulatory	\$5,000	\$5,000	
3.510	Engineering plan review	\$5,000	\$5,000	
Total budget		\$2,163,873	\$2,222,239 - \$2,756,857	Page 114
INCOME				
5.1			\$1,145,431 - \$1,202,703	
5.11	Storm Sewer Utility	\$1,145,431		
5.12	Fees for Service	\$1,000	\$1,000	
5.13	Interest	\$30,000	\$30,000	
5.14	Misc. income - WCA admin grant	\$3,000	\$3,000	

	Total VLAWMO income	\$1,179,431	\$1,179,431 - \$1,236,703	Page 114
5.15	TOTAL- Other funding sources - grants, partnerships donations	\$365,000	\$202,500	Page 114
	BWSR WBF 23 - 25	\$75,000	\$37,500	
	Proposed MPCA 319 Wilkinson Lake BMP	\$160,000	\$50,000	
	NOC	\$50,000	\$60,000	
			\$30,000	
	Cities/ County/SPRWS	\$80,000	\$25,000	Page 114
	Range for predicted fund balance at end of 2024	Apx. \$800,000- \$1,300,000	Apx. \$600,000- \$1,200,000	Page 115
	Minimum fund balance required per Board Policy (assume 35% to 50% of total general fund budget)	\$757,356	\$778,000 - \$965,000	