







BOARD OF DIRECTORS MEETING AGENDA

7:00 PM

April 22, 2026

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 25, Board Meeting Minutes**  **3**
- IV. **Visitors and Presentations**
 - A. TEC Report and Financials for April – Susan Miller **15**
 - B. Public Visitors – Non-agenda Items
- V. **Consent Agenda**  **Directors may request to move any item to business agenda for discussion**
 - A. Consider 2025 Annual Report & Annual Water Monitoring Report **23**
 - B. Consider Gallagher Inc. Scope of Work for Salary Survey/Compensation Analysis **29**
 - C. Consider Lease Agreement with City of Vadnais Heights for Office Space **31**
 - D. Consider 2026 Public Drainage Inspection Report **33**
 - E. Consider HEI Technical Memos on Recommended Stabilization at Two Locations on RCD 14 **35**
and Consider Engineering Task Orders for Engineering Services
 - F. Consider HEI Updated Task Order for Preliminary Engineering for Phase 2 of 319 Project **37**
 - G. Consider Barr Engineering Technical Memo on E Goose Lake Monitoring **39**
 - H. Consider VLAWMO Bylaws **41**
 - I. Consider MOU with City of Vadnais Heights for Vadnais Lake Prairie Site **43**
 - J. Consider Authorizing Subcommittee to Approve BWSR Bridging Conservation Grant Potential **45**
Work Plan and Board Chair to Sign Potential Grant Agreement
 - K. Update on MN Watershed Resolutions Process **47**
 - L. Update on VLAWMO Watershed Award **49**
 - M. Consider Pay Request from LRI for Completed Phase 4 Alum Application in Tamarack Lake **51**
 - N. Consider Pleasant Lake Monitoring Partnership **53**
- VI. **Business**
 - A. **Administration**
 - 1. Consider 2025 Audit – CLA  (15 mins.) **55**
 - 2. Discussion on High Level 10-year Budget PPT & Discussion on 2027 Rough Draft Budget- Phil (20 mins.) **63**
 - B. **Projects, Planning and Programming**
 - 1. Consider Partnership with City of Vadnais Heights on Fire Station Design Services for Trail Connection- Lauren  (10 mins.) **83**
 - 2. Consider Wilkinson 319 Project Phase 2 Easement Documents and Consider Wilkinson 319 Project Phase 2 Engineering Scope for Project Design Services - Dawn  (10 mins) **91**
- VII. **Discussion- May 20, 2026 VLAWMO Subcommittee meeting**

VIII. Administration Communication

- A. Update on BWSR Meeting on 4/6 and or 4/22
- B. Reminder on June VLAWMO Board Meeting One Week Earlier Next Month (6/17)

IX. Adjourn: Next Regular Meeting: June 17, 2026

MINUTES OF THE BOARD OF DIRECTORS – February 25, 2026, REGULAR BOARD MEETING

Attendance		Present	Absent
Jim Lindner, Chair	City of Gem Lake	X	
Rob Rafferty	City of Lino Lakes		*X
Sara Shah	City of North Oaks	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	
Dawn Tanner	Program Development Coord.	X	
Brian Corcoran	Water Resources Mgr.	X	
Lauren Sampedro	Watershed Tech & Program Coord.	X	
Angela Hugunin	Communication & Outreach Coord.	X	

*= with prior notice
 **= alternate

Others in attendance: Rachel Olm (HEI), Anne Sawyer (BWSR).

A public hearing regarding the draft VLAWMO 2027-2036 Watershed Management Plan per State Statute 103B.231 was called to order at 7:00 pm by Board Chair Lindner.

A motion was made by Director Prudhon and seconded by Director Doll Kanne to open the Public Hearing at 7:00 pm. Vote: all aye. Motion passed.

VLAWMO Board Chair Lindner provided opening remarks at the start of the public hearing, stating that VLAWMO has prepared a draft Watershed Management Plan to update the previous watershed plan approved and adopted in 2017. The VLAWMO Board approved submittal of the plan for 60-day review on June 25, 2025, according to Minnesota Statute 103B.231 Subd. 7(a).

Chair Lindner said that, according to Minnesota Statute 103B.231 Subd. 7(c), VLAWMO must hold a public hearing on the draft plan. VLAWMO has published notice of the draft plan public hearing in the Vadnais Heights and White Bear Press on February 4 and February 11, 2026.

He stated that VLAWMO is conducting this public hearing to receive comments on the draft Watershed Management Plan.

Chair Lindner outlined steps for the public hearing.

Administrator Belfiori and Rachel Olm provided a presentation that offered an overview of the Watershed Management Plan development process to date and outlined remaining steps in the process. The PowerPoint presentation is included in the packet for the public hearing and Board meeting.

Board Chair Lindner opened the floor for public comment. No public comment was received.

Administrator Belfiori introduced Anne Sawyer, Board Conservationist with the Minnesota Board of Water and Soil Resources (BWSR). Administrator Belfiori thanked Sawyer for her guidance throughout the process. Sawyer thanked VLAWMO staff and the VLAWMO Board for their work and collaboration in development of the draft WMP.

A motion was made by Director West and seconded by Director Shah to adjourn the Public Hearing at 7:18 pm. Vote: all aye. Motion passed.

I. Call to Order

The regular Board meeting was called to order at 7:18 pm by Board Chair Lindner.

II. Approval of Agenda 🐦

The agenda for the February 25, 2026 Board meeting was presented for approval. No changes.

A motion was made by Director West and seconded by Director Shah to approve the February Board meeting agenda as presented. Vote: all: aye. Motion passed.

III. Approval of Minutes 🐦

The minutes from the December 10, 2025 Board meeting were placed on the agenda for approval, as presented.

A motion was made by Director Shah and seconded by Director Doll Kanne to approve the December 10, 2025 minutes. Vote: Shah: aye, Doll Kanne: aye, West: aye, Lindner: aye, Prudhon: abstained. Motion passed.

IV. Visitors and Presentations

A. TEC Report to the Board for February & Finance Report

Administrator Belfiori outlined highlights from the February TEC Report to the Board. He gave an update on continued work on the East Vadnais Lake Subwatershed Resiliency Project, the Citywide Vadnais Heights Resiliency, invasive carp management in Pleasant Lake, and the fourth and final alum dosing for Tamarack Lake. He highlighted the new website and the audit, which are in progress and will be shared at the next Board meeting. Administrator Belfiori noted that initial planning for 2027 budgeting is underway as meetings begin with member communities and partners to begin envisioning potential partnership projects.

B. Public Visitors - Non-agenda items

None.

V. Consent Agenda 🐦

Chair Lindner asked if any Board members wished to take items off the consent agenda for discussion.

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

- A. Consider Designation of Legal Publication—Press Publications and VLAWMO Website
- B. Consider 2026 Board Meeting Dates
- C. Consider 2025 Annual Carp Removal Report from Carp Solutions
- D. Consider New VLAWMO Website
- E. Consider Tamarack Lake Temporary Access Agreement for Phase 4 Alum and Construction Amendment with LRI
- F. Consider Authorization for Possible BWSR Clean Water Grant/MPCA Loan Application
- G. Consider Authorization for Possible BWSR Bridging Conservation Grant Application

A motion was made by Director Doll Kanne and seconded by Director West to approve the consent agenda minus agenda item B: Consider 2026 Board Meeting Dates. Vote: all: aye. Motion passed.

Director Doll Kanne stated that the League of Minnesota Cities annual conference falls on the provided date for the June Board meeting and explained that, given the conference's high attendance from Vadnais Heights City Council members, it may be difficult to secure an alternate for the currently scheduled June Board meeting date. She stated that other VLAWMO communities such as White Bear Lake have also had attendees at the conference that may conflict with Board meeting attendance and inquired about whether moving the meeting one week earlier to Wednesday, June 17th would be possible for the Board and staff.

Director Shah asked for clarification on the dates of the conference in comparison to the suggested June Board meeting date. Director Doll Kanne explained that the proposed June Board meeting date was Wednesday, June 24th, while the League of Minnesota Cities conference is June 24th through June 26th.

Chair Lindner and the other directors stated that June 17th was a possible alternate date for their communities.

Director Doll Kanne asked if staff anticipated challenges with the adjusted meeting date. Administrator Belfiori responded that staff should be able to adjust other commitments and timing of Subcommittee meetings to ensure ample time for assembling June Board meeting materials. Director Doll Kanne asked whether later amendments to the meeting date could be pursued if needed. Administrator Belfiori affirmed this. Director Doll Kanne requested that staff notify the Board if conflicts are identified later on.

It was moved by Director Doll Kanne and seconded by Director Shah to adopt the Board meeting schedule as listed, with the amended June Board meeting date being June 17th, 2026, instead of June 24th, 2026. Vote: all aye. Motion passed.

VI. Business

A. Financial/Administrative

1. Consider Election of Board, Subcommittee Officers, and TEC Appointments

Chair Lindner stated that the next order of business was determining the election of the Board, Subcommittee officers, and appointments to the Technical Commission (TEC). Chair Lindner asked if anyone wanted to be Board Chair. Director Shah stated that Chair Lindner has been a great chair. Chair Lindner responded he could continue in his role for the year ahead. Director Doll Kanne and Director West both stated they were happy to maintain their roles of Treasurer/Secretary and Vice Chair, respectively. Director Doll Kanne asked whether any other Board members wished to step into one of the roles. Director Shah stated that she would be willing to step in if needed, but the Directors as currently slated have done a great job.

Discussion:

A motion was made by Director Doll Kanne and seconded by Director Shah to approve the 2026 Board elections and appointments to remain unchanged from 2025. Vote: all aye. Motion passed.

A motion was made by Director Doll Kanne and seconded by Director Shah to approve the 3 elected officers noted above as the 2026 VLAWMO Subcommittee which is unchanged from 2025. Vote: all aye. Motion passed.

Administrator Belfiori stated that TEC member appointments were voted on at the TEC's February meeting.

A motion was made by Director Shah and seconded by Director West to approve the TEC appointments as voted on at the TEC's February meeting. Vote: all aye. Motion passed.

B. Projects and Studies/Plans

1. Consider Approval of Final Draft Plan/WMP and Submitting WMP to BWSR (per MS 103B.231 subd. 9) for "90-day Review" Res. 01-2026

Administrator Belfiori provided background of the resolution seeking Board authorization to submit the draft Watershed Management Plan (Plan) to BWSR for their 90-day review. Administrator Belfiori outlined recent steps in Plan development, including staff review and HEI's final design work and updates on the draft Plan that culminated in staff seeking Board authorization through the proposed resolution in consideration.

Tanner outlined the six high-priority areas of comments, as these areas saw the biggest changes in the InDesign version of the Plan. These areas included the addition of enhanced priority criteria; provision of clearer measurable goals with quantifiable measures wherever possible; the timing of Plan approval and possible need of added budget information from 2026; clearly-identified wetland areas; adding trends in water quality to make use of monitoring data as requested; and clarifying the degree to which the Plan may be adopted by reference by member communities.

Tanner explained that, at their February 11, 2026 meeting, the TEC approved recommendation to the Board to hold the public hearing and to approve submittal of the 90-day BWSR review draft pending Board approval. Tanner outlined remaining dates in the Plan process.

Staff recommended approval of Resolution 01-2026 wherein the Board authorizes the submittal of the “90-day” Review Draft Watershed Management Plan to State review agencies/BWSR per MS103B.231 Subd. 9.

Discussion:

Director Prudhon moved and Director Doll Kanne seconded to approve Resolution 01-2026 wherein the Board authorizes the submittal of the “90-day” Review Draft Watershed Management Plan to State review agencies/BWSR per MS103B.231 Subd. 9. Vote: all aye. Motion passed.

VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION
Resolution No. 01-2026

RESOLUTION AUTHORIZING SUBMITTAL OF WATERSHED MANAGEMENT PLAN (WMP) FOR 90-DAY REVIEW AND CONSIDERATION BY THE BOARD OF WATER AND SOIL RESOURCES (BWSR)

WHEREAS, the Vadnais Lake Area Water Management Organization (VLAWMO) has approved and adopted a comprehensive Watershed Management Plan (WMP) as defined by Minnesota Statutes Chapter 103B and Minnesota Rule Chapter 8410;

WHEREAS, VLAWMO's WMP requires a metro update every 10 years and amendments within the 10-year timeframes to request and incorporate desired modifications to the WMP;

WHEREAS, VLAWMO identified the need to update its WMP dated 2017-2026, amended 2019, 2021, 2022, and 2024;

WHEREAS, VLAWMO must prepare a WMP and/or update in accordance with Minnesota Statutes Chapters 103B and Minnesota Rules 8410;

WHEREAS, VLAWMO updated the Joint Powers Agreement (JPA) that reaffirms and ratifies the establishment and continued operation of VLAWMO, and that JPA has been fully executed by all member communities;

WHEREAS, the VLAWMO Board of Directors designated the Technical Commission (TEC) to serve as the required advisory committee, and the TEC has served in that role throughout the WMP development;

WHEREAS, VLAWMO conducted a community-engagement process consisting of in-person and remote input opportunities and multiple surveys;

WHEREAS, VLAWMO facilitated a TEC+ process, which consisted of the TEC with invitations extended to all local and State review authorities, for in-person discussions to engage with the TEC and local and State review authorities during development of a draft WMP;

WHEREAS, VLAWMO prepared a draft WMP and submitted the draft for 60-day review and comment according to Minnesota Statutes 103B.231 Subd. 7;

WHEREAS, VLAWMO responded to all received comments and provided a comment response table with all comments and resolution to local and State review authorities;

WHEREAS, VLAWMO noticed and held a Public Hearing to discuss the WMP and receive additional comment, pursuant to Minnesota Statutes 103B.231 Subd. 7 (c);

WHEREAS, VLAWMO has completed the WMP update and prepared a 90-day review and copy according to Minnesota Statutes 103B .231 Subd. 9;

NOW, THEREFORE, BE IT RESOLVED, by the VLAWMO Board of Directors that the Board authorizes the submittal of the 90-day Review Draft VLAWMO Watershed Management Plan to State review agencies/BWSR per MS 103B.231 Subd. 9.

Director _____ moved the adoption of Resolution #01-2026, Director _____ seconded the adoption of the Resolution, and it was duly adopted by the Board on the 25th day of February, 2026.

The question was on the adoption of the resolution and there were 5 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
<i>Andrea West</i>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ed Prudhon</i>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>Rob Rafferty</i>	<input type="checkbox"/>	<input type="checkbox"/>	X
<i>Sarah Shah</i>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>Katherine Doll Kanne</i>	X	<input type="checkbox"/>	<input type="checkbox"/>
<i>Jim Lindner</i>	X	<input type="checkbox"/>	<input type="checkbox"/>

Adopted this 25th day of February 2026.

BY THE VLAWMO BOARD

Chairperson

Attest: _____
Secretary-Treasurer

2. Consider Wilkinson Phase 2 (319) MPCA Grant Contract and MOU with NOC – Res. 02-2026

Tanner shared visuals from the project’s first phase, which included construction of the project site. Wildlife quickly flocked to the area, and native plant communities have been closely monitored. Vegetation in the wetland area was brought from Gem Lake, many forbs were found, shoreline areas have been enhanced, and their establishment has been monitored. She explained that the final step was the educational sign, which provided a key opportunity for learning about the project.

Tanner described phase two, and the location where phase two will take place, highlighting a straight-line ditch that experiences rapid water movement and offers an opportunity to slow water down. Additionally, a failing culvert will be replaced to support Wilkinson Lake. Invasive plants have been removed from these areas and deep-rooted native plants will be added for stabilization.

Tanner described initial project design and development work including preparation for the second round of the Small, Priority Watershed Grant program and the completion of survey work, wetland delineation, and preliminary feasibility work. The conceptual design and permitting meetings are in progress.

Tanner described preparation efforts for the grant contract. The TEC reviewed the grant contract at its January 14, 2026 meeting and provided a recommendation to the Board to sign and return the contract to the Minnesota Pollution Control Agency (MPCA).

Tanner described the supporting documents needed to ensure a successful project. These included a Memorandum of Understanding (MOU) and Maintenance Agreement with North Oaks Company (NOC), which identifies project partnership roles/responsibilities and project cost-sharing. In addition, the document includes collaboration with NOC for the required 10 years of maintenance on the project following construction completion. Additional supporting documents include the current conceptual project design from HEI. The temporary (construction) easement and temporary extended (maintenance) easement agreement are in progress as well. Tanner noted that Minnesota Land Trust (MLT) is another easement holder in the area. An email of support was included in the packet voicing MLT’s support of option A or option B.

Tanner shared the two current conceptual project designs. She noted that the Design B draft features an expanded wetland area from Design A. Potential for tree removal is sensitive, so this design includes islands with higher ground to protect existing trees.

Discussion: Chair Lindner asked for clarification about the location of the trees needing protection. Tanner highlighted their location to the west with the yellow outline as in the Board packet materials.

Director Prudhon asked whether there had been any discussion about the proposed location of North Oaks’ projected water line connections. He stated that plans have shown their projected water lines running through the Phase 2 project area. He stated he was unsure when this potential water line connection would be pursued but recommended looking more closely at this potential consideration. Tanner thanked Prudhon for the suggestion and shared that this will be brought to the engineer for further discussion and consideration. Director Shah stated that City of North Oaks staff would also be able to help with the question.

Director West asked how the decision will be made between Plan A and Plan B. Tanner responded that permitting will guide further movement. Director West asked whether selecting Plan B would impact predicted finances. Tanner responded that the engineer has not yet given a cost estimate. Additional factors such as soil sampling will inform design specifics and the cost estimate, but staff are confident that sufficient funds are currently present in the budget.

Staff requested approval of Resolution 02-2026 wherein the Board approves the grant contract with the MPCA for the project and authorizes the Board Chair to sign electronically, and the Board approves the MOU with NOC and authorizes the Board to sign and return the fully executed MOU to NOC.

A motion was made by Director West and seconded by Director Doll Kanne to approve Resolution 02-2026 wherein the Board approves the grant contract with the MPCA for the project and authorizes the Board Chair to sign electronically, and the Board approves the MOU with NOC and authorizes the Board to sign and return the fully executed MOU to NOC.

RESOLUTION NO. 02-2026

Of the Vadnais Lake Area Water Management Organization (VLAWMO)

A RESOLUTION APPROVING THE FOLLOWING FOR THE WILKINSON LAKE, PHASE 2 PROJECT (Project): 319 GRANT AGREEMENT AND MEMORANDUM OF UNDERSTANDING (MOU) WITH NORTH OAKS COMPANY

Resolution 02-2026 was moved by Director _____ and second by Director _____.

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

WHEREAS, regional multipurpose projects are necessary to meet water-quality goals and improve Wilkinson Lake;

WHEREAS, Wilkinson Lake BMPs are identified within the implementation section of the of the approved VLAWMO Watershed Management Plan (2017-2026) and next-generation Plan (2027-2036), funding has been planned for these years, and load reductions in Wilkinson Lake remain a high priority;

WHEREAS, priority locations for the Project have been identified in feasibility studies, design of the project has been in process and led to advanced concept design to date, and the project design is strategically located to treat the maximum area of upstream watershed before discharge into Wilkinson Lake, including receiving stormwater from five of the seven TMDL identified responsible parties for MS4 reductions (White Bear Township, City of White Bear Lake, North Oaks, Ramsey County, and MnDOT);

WHEREAS, the VLAWMO Board of Directors (“Board”) participated in the MPCA selection process for the 319/small, priority watershed grant program (2019), authorized approval of VLAWMO’s selection as a small, priority watershed for 319 grant funding (2020/2021), and the Phase 1 Deep-Water Wetland project was successfully completed and closed out with MPCA in 2025;

WHEREAS, the Phase 1 project included a Memorandum of Understanding (MOU) and Maintenance Agreement with North Oaks Company/North Oaks Farms (NOC/NOF) for the completed project, and those agreements were used as a template to develop the Phase 2 Project MOU with support from VLAWMO’s legal counsel;

WHEREAS, NOC has approved and signed the MOU for the Project, which also includes provisions for the required 10 years of maintenance of the project following completion of construction;

WHEREAS, in 2025, the Board authorized the Project Workplan and Budget for the current grant round of funding, understanding that the total Project budget is \$516,986 (\$310,191 in grant funds, \$31,019 in-kind VLAWMO match, and \$175,776 in cash match which will be shared equally between VLAWMO and NOC);

WHEREAS, the Minnesota Land Trust, a conservation easement holder in portions of the Project area, met with the project team, stated verbal support for the project and willingness to approve the necessary project easement, and provided an email of support for the packet stating support;

WHEREAS, the MPCA project grant agreement, which contractually binds VLAWMO to implementation of the Project utilizing funding from 60% grant funds and 40% local cash match, has been prepared, was approved by MPCA/EPA, and is included in the February 2026 Board packet;

WHEREAS, in January 2026, the TEC provided a recommendation to the VLAWMO Board to approve the grant contract with MPCA; and

WHEREAS, the Board desires to move forward with the Project and to approve the MOU.

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

1. The Board approves the grant contract with the MPCA for the Project and authorizes the Board Chair to sign electronically.
2. The Board approves the MOU with NOC and authorizes the Board to sign and return the fully executed MOU to NOC.

Adopted this 25th day of February 2026 on a vote of 5 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
Andrea West	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Ed Prudhon	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Rob Rafferty	<input type="checkbox"/>	<input type="checkbox"/>	<u>X</u>
Sarah Shah	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Katherine Doll Kanne	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Lindner	<u>X</u>	<input type="checkbox"/>	<input type="checkbox"/>

BY THE VLAWMO BOARD

Chairperson

Attest: _____
Administrator

3. Discussion/consider Pleasant Lake Taskforce Interim Role for VLAWMO

Administrator Belfiori presented staff’s request that the Board discuss and direct staff on whether staff should serve in an interim role as “informal technical advisors” for the Pleasant Lake Taskforce until if or when an interagency partnership MOU for the development of a lake management plan is finalized and ready to be approved by all partners.

Administrator Belfiori presented a detailed summary of the February 18, 2026 staff memo provided in the Board meeting packet.

Director Shah provided further background on the topic, noting that proposed plans have evolved since the Subcommittee’s initial discussion in November. Although the Taskforce was originally called the beach taskforce, the Taskforce was renamed after early group discussions highlighted the importance of overall lake management and Lake water quality in addition to issues associated with the Beach. Unanimous support of this renaming and broader focus areas came from all three North Oaks boards.

Director Shah noted that SPRWS was approached and voiced their support. Director Shah clarified that the Taskforce is still in an early investigative phase.

Administrator Belfiori explained that, to date, staff have attended the Taskforce meetings only as informal technical advisors and have been careful to identify that VLAWMO’s Board has not yet discussed or considered a formal partnership in the Taskforce. VLAWMO Staff have worked to identify and confirm key questions from Taskforce members on their vision and plan for the future development of the Taskforce, including identifying priority focus

areas of any type of Lake Management Plan (if one is pursued) and outlining how group decisions will be made, among other considerations.

Administrator Belfiori stated that any MOU, if prepared, would only relate to partnership for the Comprehensive Lake Management Plan development work, and implementation roles beyond this Plan development process would be defined through a subsequent MOU. Administrator Belfiori shared that the exact MOU's purpose and timing remains unclear, so staff would recommend an interim Board action to clarify VLAWMO's role in the Taskforce until if/when the MOU for Plan development is ready for consideration for approval by all partners. He clarified that VLAWMO's role would be limited to technical expertise as requested. Staff would not formally recommend language on the Plan or implementation actions until the MOU is signed and would have no commitment or liability until the MOU is signed.

Discussion: Board Chair Lindner stated that anytime he sees VLAWMO listed in a partnership opportunity, he views it is an opportunity to utilize staff's expertise. Director Doll Kanne stated that she is fine with the recommendation as outlined in meeting materials.

Director Prudhon asked whether legal counsel had reviewed this possibility and identified any concerns with the language about staff serving as informal technical advisors. He asked whether legal advice would be beneficial given the vagueness of the language. Administrator Belfiori responded that legal counsel would review documentation once the MOU is produced by the City of North Oaks. For the time being, the Taskforce is relatively informal, so this item would solely provide interim direction for staff to be able to attend meetings.

Chair Lindner asked about the Taskforce's meeting schedule. Director Shah responded that the Taskforce is currently meeting one to two times per month. She explained that currently, these meetings are informal and a time for discussion, dialogue, and issue documentation.

Chair Lindner asked whether there is an issue with VLAWMO sharing data it has available. Director Shah affirmed this, explaining that the current phase is primarily issue documentation, but the critical moment will come when the Taskforce moves toward the MOU, as that will determine how next steps will be approached and which entities will be responsible for which actions. At that time, questions will be brought to the Boards responsible for decision making on behalf of the various entities. Director Shah noted that this is the first time all agencies have been at the table together.

Administrator Belfiori noted that most of the data that would be shared by VLAWMO is already publicly available. In addition, attorney-approved documentation exists for this data sharing process. Director Prudhon clarified that he doesn't take issue with the proposal but rather feels uneasy with the informality of VLAWMO's proposed role in the Taskforce. Administrator Belfiori acknowledged that this language is not meant to be legal terminology but rather aims to clarify VLAWMO's role during this interim step so that the Taskforce can lay the groundwork for further forward movement, in a similar way to VLAWMO's role of lending technical support to any of its member communities when requested. Any development of more formal documentation such as a report would require more formalized

agreements surrounding VLAWMO's involvement. If an MOU never happens, VLAWMO will remain in this proposed informal role assuming Board approval.

Director Doll Kanne asked whether one could consider this informal role as a means of listening to hear the conversation and provide relevant data that VLAWMO has generated and has available publicly. Administrator Belfiori affirmed that this would be one key role of VLAWMO staff as informal technical advisors.

Discussion: A motion was made by Director Doll Kanne and seconded by Director West to authorize staff to serve as informal technical advisors as described in the packet for the Pleasant Lake Taskforce until if/when the interagency partnership MOU is finalized and ready to be approved by all partners. Vote: all aye. Director Shah abstained. Motion passed.

VII. Discussion – Consider Board members attendance at the April 6th BWSR Metro subcommittee meeting 2-4:30pm in St. Paul on BWSR review of WMP

Administrator Belfiori stated that this meeting will take place from 2:00 – 4:30 pm on April 6th. Board Conservationist Sawyer noted that this meeting will include two Watershed Management Plans beyond VLAWMO's.

Director West offered to attend. Administrator Belfiori clarified that any Director interested in attending would be briefed by staff prior to the meeting to ensure they were familiar with presentation material.

Board Chair Lindner asked to confirm where the meeting would take place. Administrator Belfiori answered that it would take place at 520 Lafayette Road in Saint Paul, the office building for BWSR. Sawyer stated she will need to know ahead of time who plans to attend to ensure guest passes are available.

Board Chair Lindner stated that Board members will confer with staff to confirm their attendance.

VIII. Administration Communication – Discussion on scheduling Board Subcommittee Meeting (3/30, 3/31, 4/1, or 4/2) at 6:30pm at Vadnais Heights City Hall

Administrator Belfiori outlined potential dates for a Subcommittee meeting. Board Chair Lindner, Director Doll Kanne, and Director West confirmed that the 3/31, 4/1 or 4/2 meeting dates are all possible for their schedules. Administrator Belfiori stated that he will share a meeting invitation once the date is finalized.

XI. Adjourn

A motion was made by Director West and seconded by Director Doll Kanne to adjourn at 8:15 pm. Vote: all aye. Motion passed.

TEC Report to Board -April 2026

Programs & Projects	Effort Level	Completion Date	Comments						
	LOW								
	MED								
	HIGH								
Projects				Administration & Operation					
E. Vadnais Lake Subwatershed Resiliency Study		Ongoing	Staff are continuing to work with the City of Vadnais Heights on Phase 2 of the study, including data collection, exploring potential construction of the recommended project from the study, additional partnership development, and state grant management. LCCMR application status for the recommended project may be known by June.	Audit		2026	Board consideration of the 2025 VLAWMO Audit anticipated at the April 22, 2026 Board meeting		
Vadnais Heights Resiliency Study (Whole City)		Ongoing	Staff are continuing to work with the City of Vadnais Heights on the study. Modeling work is ongoing. A stakeholder meeting was held last month. Modeling results and potential project areas will be further developed based on the meeting feedback.	Budget		for 2027 budget	The VLAWMO Board Subcommittee meeting to discuss preliminary draft budget occurred on March 31, 2026. Full VLAWMO Board to discuss preliminary draft budget (pending Subcommittee discussion) at the April 22, 2026 meeting.		
MPCA 319 /Wilkinson Lake BMPs		Ongoing	Grant contract fully executed (March 3), HEI continuing to advance project designs, MOU and maintenance agreement fully executed, project easement draft in review with MLT.	SSU		2027	VLAWMO parcels reviewed as needed.		
Pleasant Lake Carp Management		Ongoing	Prep for spring season initiated including acquiring permitting and prepping the barrier.	2027-2036 Watershed Mgmt. Plan		2026	Anticipate that the BWSR Board will be considering the VLAWMO WMP at meetings scheduled for April 6 and April 22, 2026. Pending BWSR decision, VLAWMO Board will consider the final WMP.		
Rotary Park partnership		2025-29	Spring work initiated.						
Tamarack Alum Project		2025-26	Phase 4 (Final) application scheduled for April 6-9, 2026.						
Programs				FINANCIAL SUMMARY as of 4/1/2026					
City/Township MS4		Ongoing	2025 outreach metrics, event opportunities, and resources have been shared with MS4 partners. New website MS4 library development continues.	4M Account (1.10)		4M Plus (1.23)		Total	
Communication & Outreach		Ongoing	Outreach materials continue to be updated. A Turf Alternatives workshop was hosted locally in March, and a Planting for Clean Water workshop will be held in May. 2025 annual reporting materials have been developed. Watershed Award recognition is in progress. Planning is underway for the Birch Lake Elementary field day in late May.	\$714,184		\$265,964		\$980,148	
Cost Share & BWSR WBIF		Ongoing	Site visits are beginning for this season. 2025 projects will continue to be closed out as vegetation comes in. Planning for potential grantee workshops and site visit materials underway. Potential above-and-beyond bmp projects with the City of Vadnais Heights under discussion. Planning work for BWSR WBIF 25-27 continues.						
GIS		Ongoing	Updating online GIS viewer as needed.						
Monitoring		Ongoing	2026 regular monitoring will start beginning of May. Project monitoring began end of March.						
WAV		Ongoing	Planning is underway for a WAV meeting, first lake cleanup of 2026, and volunteer celebration at Tamarack Nature Center.						
WCA		Ongoing	Administering WCA as needed.						
Website		Ongoing	New website (still at www.vlawmo.org) is live, with content updated as needed.						

Budget Summary	Actual Expense YTD	2026 Budget "working"	Remaining in Budget	% YTD
Operations	\$223,258	\$1,150,796	\$927,538	19%
CIP	\$11,050	\$1,708,894	\$1,697,844	1%
Total	\$234,308	\$2,859,690	\$2,625,382	8%

VLAWMO Finance Summary: April 2026

Apr-26		Actual 4/1/26	Actual to Date	2026 Budget (June 2025 Board Approved)	Carry over from 2025 to 2026	Remaining in Budget	2026 Available (Dec. 2025 Board approved)	Act vs. Budget
BUDGET #	INCOME							
5.11	Storm Water Utility		\$27,867	\$1,335,000	\$0	\$1,307,133	\$1,335,000	2%
5.12	Service Fees			\$1,000	\$0	\$1,000	\$1,000	0%
5.13	Interest + mitigation acct	\$3,007	\$15,894	\$30,000	\$0	\$14,106	\$30,000	53%
5.14	Misc. income - WCA admin & other			\$3,000	\$0	\$3,000	\$3,000	0%
5.15	Other Income Grants/ <u>loan</u>			\$180,000	\$0	\$180,000	\$180,000	0%
5.16	Transfer from reserves			\$1,138,245	\$172,445	\$1,310,690	\$1,310,690	0%
	TOTAL	\$3,007	\$43,761	\$2,687,245	\$172,445	\$2,815,929	\$2,859,690	2%
EXPENSES								
3.1	Operations & Administration							
3.110	Office - rent, copies, post tel supplies	\$2,300	\$5,809	\$35,544	\$0	\$29,735	\$35,544	16%
3.120	Information Systems	\$2,601	\$8,571	\$37,150	\$0	\$28,579	\$37,150	23%
3.130	Insurance			\$12,000	\$0	\$12,000	\$12,000	0%
3.141	Consulting - Audit	\$4,200	\$4,200	\$29,900	\$0	\$25,700	\$29,900	14%
3.142	Consulting - Bookkeeping		\$130	\$1,500	\$0	\$1,370	\$1,500	9%
3.143	Consulting - Legal	\$1,886	\$1,978	\$9,000	\$0	\$7,022	\$9,000	22%
3.144	Consulting - Eng. & Tech.		\$435	\$50,000	\$0	\$49,565	\$50,000	1%
3.150	Storm Sewer Utility	\$2,320	\$7,657	\$22,500	\$93,619	\$108,462	\$116,119	7%
3.160	Training (staff/board)		\$54	\$18,000	\$0	\$17,946	\$18,000	0%
3.170	Misc. & mileage	\$77	\$407	\$7,276	\$0	\$6,869	\$7,276	6%
3.191	Administration - staff	\$38,808	\$134,276	\$511,724	\$0	\$377,448	\$511,724	26%
3.192	Employer Liability	\$12,736	\$40,998	\$169,583	\$0	\$128,585	\$169,583	24%
3.2	Monitoring and Studies							
3.210	Lake and Creek lab analysis	\$110	\$110	\$25,000	\$0	\$24,890	\$25,000	0%
3.220	Equipment			\$3,000	\$0	\$3,000	\$3,000	0%
3.230	Wetland assessment & management			\$0	\$0	\$0	\$0	#DIV/0!
3.240	Watershed planning /special study	\$615	\$873	\$80,000	\$0	\$79,127	\$80,000	1%
3.3	Education and Outreach							
3.310	Public Education			\$8,000	\$0	\$8,000	\$8,000	0%
3.320	Comm., Outreach & Marketing	\$1,694	\$9,821	\$25,000	\$0	\$15,179	\$25,000	39%
3.330	Community Blue Ed Grant		\$7,939	\$12,000	\$0	\$4,061	\$12,000	66%
<i>Total Core functions: Ops, Monitoring, Education</i>		<i>\$67,347</i>	<i>\$223,258</i>	<i>\$1,057,177</i>	<i>\$93,619</i>	<i>\$927,538</i>	<i>\$1,150,796</i>	<i>19%</i>
Capital Improvement Projects and Programs								
3.4	Subwatershed Activity							
3.410	Gem Lake			\$10,000	\$0	\$10,000	\$10,000	0%
3.420	Lambert Creek			\$455,000	\$0	\$455,000	\$455,000	0%

3.421	Lambert Lake Loan			\$38,568	\$0	\$38,568	\$38,568	0%
3.425	Goose Lake	\$1,606	\$4,377	\$40,000	\$0	\$35,623	\$40,000	11%
3.430	Birch Lake			\$102,500	\$20,000	\$122,500	\$122,500	0%
3.440	Gilf Black Tam Wilk Amelia	\$966	\$4,149	\$383,000	\$0	\$378,851	\$383,000	1%
3.450	Pleasant Charley Deep	\$161	\$920	\$115,000	\$0	\$114,080	\$115,000	1%
3.460	Sucker Vadnais		\$437	\$271,000	\$20,000	\$290,563	\$291,000	0%
3.48	Programs							
3.480	Soil Health Grant		\$49	\$25,000	\$15,530	\$40,481	\$40,530	0%
3.481	Landscape 1			\$50,000	\$11,558	\$61,558	\$61,558	0%
3.482	Landscape 2/BWSR WBF		\$320	\$80,000	\$11,738	\$91,418	\$91,738	0%
3.483	Project Research & feasibility			\$5,000		\$5,000	\$5,000	0%
3.485	Facilities Maintenanc/ Pub. Ditch Main.	\$798	\$798	\$50,000		\$49,202	\$50,000	2%
3.5	Regulatory							
3.510	Engineer Plan review			\$5,000	\$0	\$5,000	\$5,000	0%
	<i>Total CIP & Program</i>	\$3,531	\$11,050	\$1,630,068	\$78,826	\$1,697,844	\$1,708,894	1%
	Total of Core Operations & CIP	\$70,878	\$234,308	\$2,687,245	\$172,445	\$2,625,382	\$2,859,690	8%

Fund Balance	3/1/2026	4/1/2026
4M Account	\$720,123	\$714,184
4M Plus Savings	\$265,149	\$265,964
Total	\$985,272	\$980,148

Restricted funds		4/1/2026
Mitigation Savings		\$0
Term Series		\$300,000

Vadnais Lake Area Water Management Organization
Check Detail

9:22 AM
 04/02/2026

March 12 through April 8, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	eft	03/20/2026	Reliance Standard		Checking - 1987		-231.22
				Insurance Benefit		-231.22	231.22
TOTAL						-231.22	231.22
Check	6138	04/08/2026	Dawn Tanner		Checking - 1987		-76.85
				3.170 · Misc. & mileage		-76.85	76.85
TOTAL						-76.85	76.85
Check	6139	04/08/2026	City of Vadnais Heights		Checking - 1987		-2,299.62
				Rent		-1,865.00	1,865.00
				Phone/Internet/Machine Overhead		-335.00	335.00
				Postage		-22.86	22.86
				Copies		-76.76	76.76
TOTAL						-2,299.62	2,299.62
Check	6140	04/08/2026	Houston Engineering, Inc		Checking - 1987		-797.63
				3.485 · Facilities & Maintenance		-797.63	797.63
TOTAL						-797.63	797.63
Check	6141	04/08/2026	CliftonLarsonAllen		Checking - 1987		-4,200.00
				3.141 · Audit		-4,200.00	4,200.00
TOTAL						-4,200.00	4,200.00
Check	6142	04/08/2026	City of White Bear Lake		Checking - 1987		-51,532.89
				payroll		-38,808.29	38,808.29
				Administration FICA		-2,838.35	2,838.35
				Administration PERA		-2,910.64	2,910.64
				Insurance Benefit		-6,294.76	6,294.76
				Admin payroll processing		-266.05	266.05
				Employer PFML		-194.78	194.78
				GIS Support & updates		-220.02	220.02
TOTAL						-51,532.89	51,532.89
Check	6143	04/08/2026	Metro - Inet		Checking - 1987		-2,200.00
				IT Support		-2,200.00	2,200.00
TOTAL						-2,200.00	2,200.00
Check	6144	04/08/2026	Dell Marketing L.P.		Checking - 1987		-180.71
				Hardware		-180.71	180.71
TOTAL						-180.71	180.71

	Check 6145 04/08/2026 HDR Engineering, Inc.	Checking - 1987	-1,410.67	
		3.320 · Marketing	-1,410.67	1,410.67
TOTAL			<u>-1,410.67</u>	<u>1,410.67</u>
	Check 6146 04/08/2026 Barr Engineering Co	Checking - 1987	-1,605.50	
		3.425 · Goose Lake	-1,605.50	1,605.50
TOTAL			<u>-1,605.50</u>	<u>1,605.50</u>
	Check 6147 04/08/2026 Metro Blooms	Checking - 1987	-135.00	
		3.320 · Marketing	-135.00	135.00
TOTAL			<u>-135.00</u>	<u>135.00</u>
	Check 6148 04/08/2026 Ehlers & Associates, Inc.	Checking - 1987	-2,320.00	
		3.150 · Storm Sewer Utility	-2,320.00	2,320.00
TOTAL			<u>-2,320.00</u>	<u>2,320.00</u>
	Check 6150 04/08/2026 RMB Environmental Laboratories, Inc.	Checking - 1987	-109.73	
		3.210 · Lake & Creek lab analysis	-109.73	109.73
TOTAL			<u>-109.73</u>	<u>109.73</u>
	Check 6151 04/08/2026 Town Law Center, PLLP	Checking - 1987	-3,628.00	
		3.440 · Giffilan Black Tamarack Wilkin	-966.00	966.00
		3.450 · Pleasant Charley Deep	-161.00	161.00
		3.143 · Legal	-1,886.00	1,886.00
		3.240 · Watershed Plan Amendment	-615.00	615.00
TOTAL			<u>-3,628.00</u>	<u>3,628.00</u>

Vadnais Lake Area Water Management Organ
Profit & Loss
March 12 through April 8, 2026

9:20 AM

04/02/2026

Cash Basis

Mar 12 - Apr 8, 26

Ordinary Income/Expense	
Income	
5.1 · Income	
5.13 · Interest	3,006.64
Total 5.1 · Income	<u>3,006.64</u>
Total Income	<u>3,006.64</u>
Gross Profit	3,006.64
Expense	
3.1 · Administrative/Operations	
3.110 · Office	
Copies	76.76
Phone/Internet/Machine Overhead	335.00
Postage	22.86
Rent	1,865.00
Total 3.110 · Office	<u>2,299.62</u>
3.120 · Information Systems	
GIS Support & updates	220.02
Hardware	180.71
IT Support	2,200.00
Total 3.120 · Information Systems	<u>2,600.73</u>
3.141 · Audit	4,200.00
3.143 · Legal	1,886.00
3.150 · Storm Sewer Utility	2,320.00
3.170 · Misc. & mileage	76.85
3.191 · Employee Payroll	
payroll	38,808.29
Total 3.191 · Employee Payroll	38,808.29
3.192 · Employer Liabilities	
Admin payroll processing	266.05
Administration FICA	2,838.35
Administration PERA	2,910.64
Employer PFML	194.78
Insurance Benefit	6,525.98
Total 3.192 · Employer Liabilities	<u>12,735.80</u>
Total 3.1 · Administrative/Operations	<u>64,927.29</u>
3.2 · Monitoring and Studies	
3.210 · Lake & Creek lab analysis	109.73
3.240 · Watershed Plan Amendment	615.00
Total 3.2 · Monitoring and Studies	<u>724.73</u>
3.3 · Education and Outreach	

3.320 · Marketing	1,693.57
Total 3.3 · Education and Outreach	<u>1,693.57</u>
3.4 · Capital Imp. Projects/Programs	
3.425 · Goose Lake	1,605.50
3.440 · Gilfillan Black Tamarack Wilkin	966.00
3.450 · Pleasant Charley Deep	161.00
Total 3.4 · Capital Imp. Projects/Programs	<u>2,732.50</u>
3.48 · Programs	
3.485 · Facilities & Maintenance	797.63
Total 3.48 · Programs	<u>797.63</u>
Total Expense	<u>70,875.72</u>
Net Ordinary Income	<u>-67,869.08</u>
Net Income	<u><u>-67,869.08</u></u>

Vadnais Lake Area Water Management Organization

12:19 PM

Custom Transaction Detail Report

04/01/2026

February 1 through April 1, 2026

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Feb 1 - Apr 1, 26									
Credit Card Charge	02/02/2026		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	42.00	42.00
Credit Card Charge	02/02/2026		Adobe "Creative Cloud		US Bank CC	√	Software	21.66	63.66
Credit Card Charge	02/12/2026		Humanitix	MN Watershed Leg. Event	US Bank CC	√	3.160 · Training (staff/board)	53.79	117.45
Transfer	02/20/2026			Funds Transfer	US Bank CC	√	Checking - 1987	-423.66	-306.21
Credit Card Charge	03/01/2026		Adobe "Creative Cloud		US Bank CC	√	Software	21.66	-284.55
Credit Card Charge	03/02/2026		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	42.00	-242.55
Credit Card Charge	03/13/2026		EDCO	2025 watershed awards	US Bank CC		3.320 · Marketing	147.90	-94.65
								-94.65	-94.65

Feb 1 - Apr 1, 26



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

To: VLAWMO Board of Directors
From: Angela Hugunin and Brian Corcoran
Date: 4/15/26
Re: **V. A. Consider 2025 Annual Report and Annual Water Monitoring Report**

Drafts of the 2025 Annual Report and Water Monitoring Report are ready for Board review. The VLAWMO TEC recommended approval to the BOD at their April 8, 2026 meeting.

The 2025 Annual Report contains all the components required by state statute, including a summary of the 2025 financial information as required for submission to the Board of Water and Soil Resources (BWSR).

The full reports are available online for review at these links:

2025 Annual Report:

https://www.vlawmo.org/download_file/3ed8b183-293a-4be1-882d-fee1feb3c357/9

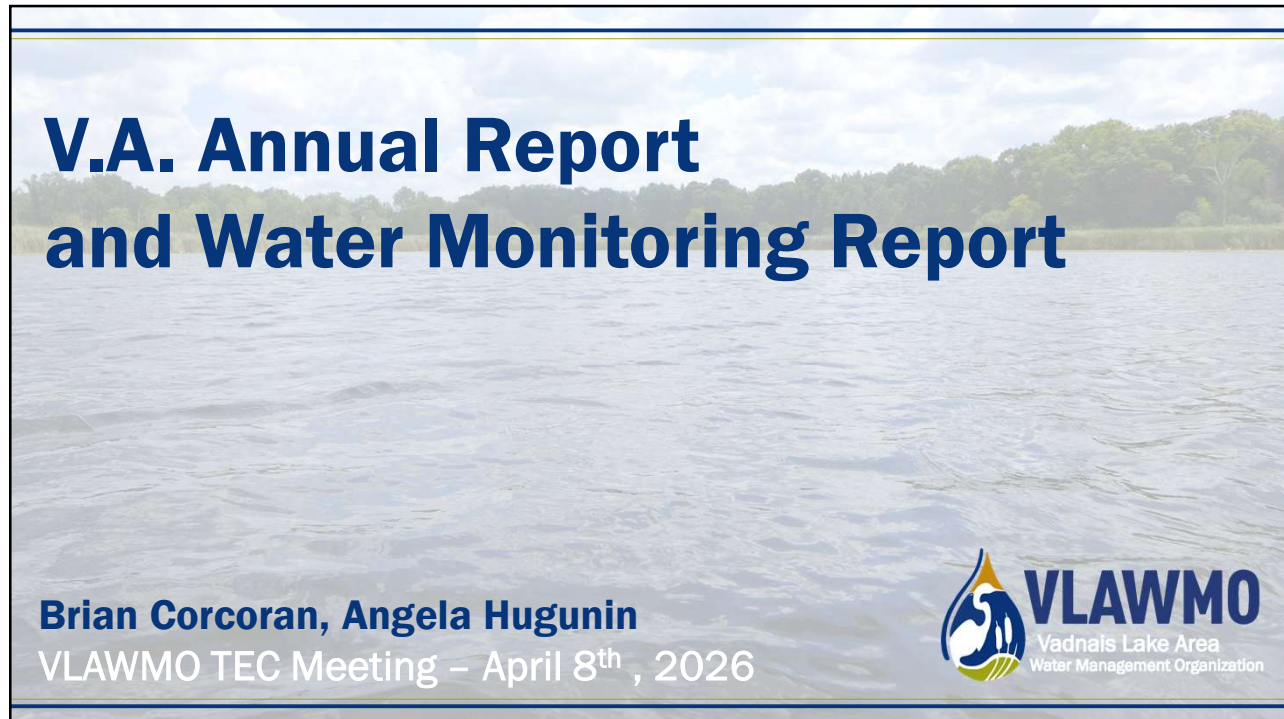
2025 Water Monitoring Report:

https://www.vlawmo.org/download_file/c429a0c0-e14f-42f3-9ecb-5c856171bbc7/9

Requested VLAWMO Board action:


VLAWMO staff request Board consideration and approval of the 2025 Annual Report and Water Monitoring Report. Staff also request that the VLAWMO Board authorize final submission of the 2025 VLAWMO Annual Report to BWSR and VLAWMO's JPA member communities.

Attachment: PPT slides (Annual Report and Water Monitoring Report Overview) as presented at the April TEC meeting

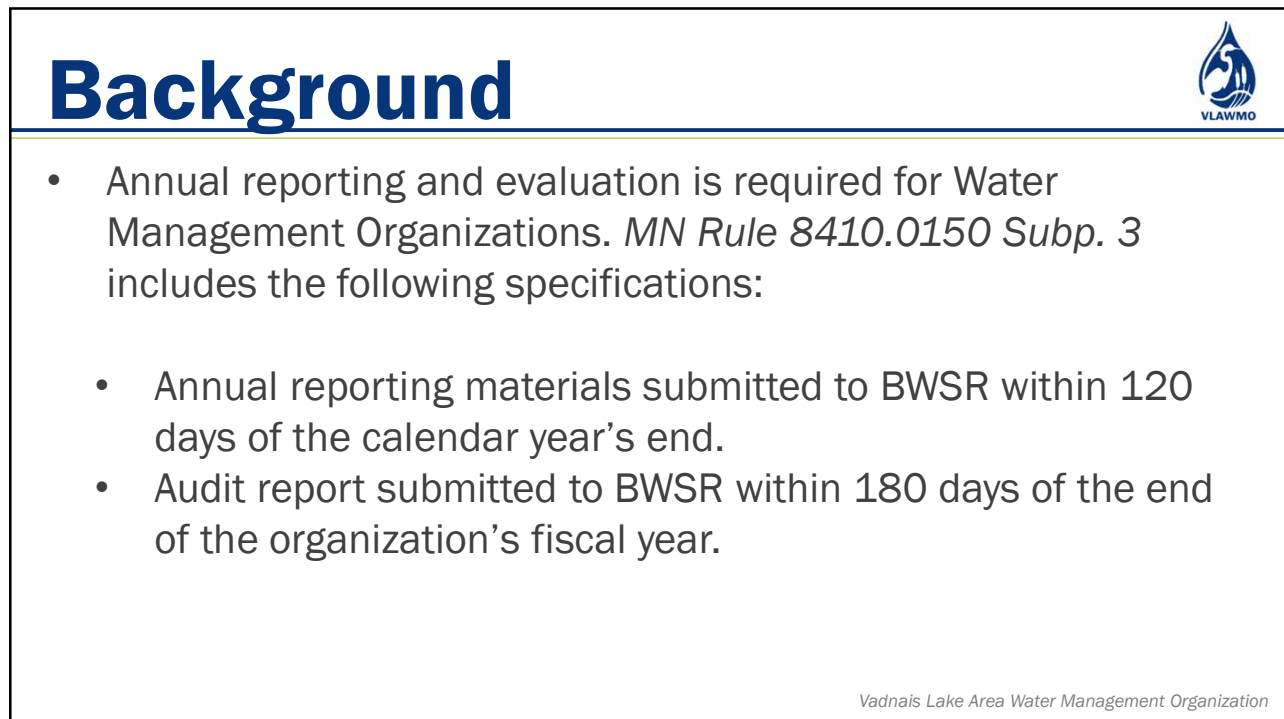


V.A. Annual Report and Water Monitoring Report


Brian Corcoran, Angela Hugunin
VLAWMO TEC Meeting – April 8th, 2026



1



Background



- Annual reporting and evaluation is required for Water Management Organizations. *MN Rule 8410.0150 Subp. 3* includes the following specifications:
 - Annual reporting materials submitted to BWSR within 120 days of the calendar year's end.
 - Audit report submitted to BWSR within 180 days of the end of the organization's fiscal year.

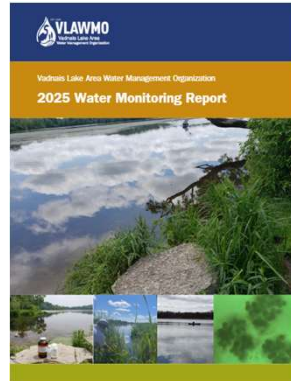
Vadnais Lake Area Water Management Organization

2

Document Overview



2025 Annual Report



2025 Monitoring Report

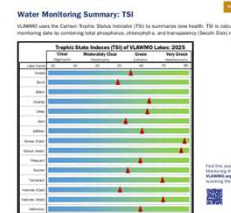
3

Annual Report



- The 2025 annual report includes updates and highlights across VLAWMO programs, including:

- Capital improvement projects
- Grants awarded
- Key monitoring data and findings
- Community involvement



4

Annual Report



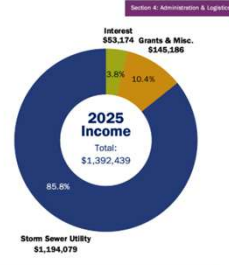
- The 2025 annual report includes updates and highlights across VLAWMO programs, including:
 - Work plan
 - Financial standing
 - Board, TEC, Board-approved consultants and staff

Finance and Budget

The 2025 budget was established by the Board of Directors in June 2024 with designated project and program funds carried over in December 2024. The Finance and Policy Subcommittee, with a representative from the Technical Commission and Board, reviewed and made recommendations on the 2025 budget to the Board in June 2024.

The Board-approved Budget included funds to address multiple capital improvement projects, including the Tamarack Lake TMDL implementation plan project, implementation of a resiliency study in the East Vadnais Lake subwatershed, development of the VLAWMO 10-year watershed management plan, and implementation of the White Bear Lake Sports Center Project. These projects focused on addressing water quality protection for high-priority watersheds in the watershed.

Other programmatic focuses for 2025 included VLAWMO's grant programs, communication and outreach programs, and water quality monitoring programs.



Budget at a Glance	Approved budget for 2025	Actual Income from 2024	Money spent in 2025
	\$2,698,207	\$1,236,703	\$1,434,118

Section 3 Planning

LOOKING BACK: 2025 WORK PLAN

Capital Improvement and Maintenance Projects

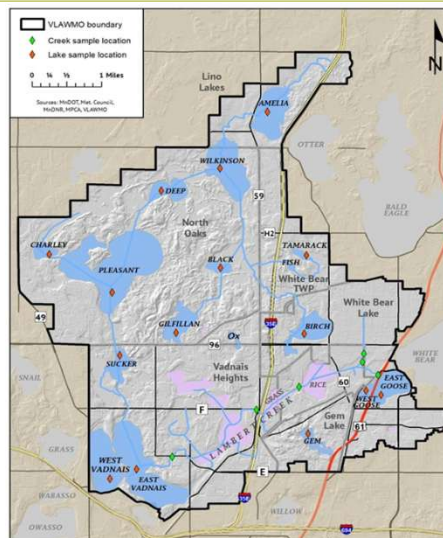
Project Name	Description	Goals	Result
Tamarack Lake Main Treatment	Allow treatment project in Tamarack Lake being to lower phosphorus levels.	• Conduct phase 3 in spring 2025. • Implement additional projects, depending on existing needs, and all levels.	• Phases 1,2 completed. • Phase 3 scheduled spring 2025.
East Vadnais Lake Subwatershed BMPs	Partner on planning and installing BMPs to reduce stormwater runoff, improve infiltration, capture or redirect precipitation, water quality improvement, and drinking water source protection.	• Partner on installation of design work for a subwatershed BMP in the study area.	• Ongoing.
Pleasant Lake Core Renewal	Removal of invasive species from the Pleasant Lake system. Partnership with Core Systems to begin using removals during migration.	• Remove carp at current location. • Conduct additional monitoring. • Place additional orders of Chertoy. • Complete business estimate after 2025 removals.	• Goals have been met. • Program is transitioning to maintenance in 2026.

5

Water Monitoring Highlights



Staff monitors 14 lakes and 6 locations on Lambert Creek/CD14 from May through September.



Vadnais Lake Area Water Management Organization

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Water Monitoring Highlights



Staff tests for TP, SRP, TSS, ChIA, Chloride, and YSI data.

Staff also tests other parameters depending on specific projects.



Vadnais Lake Area Water Management Organization

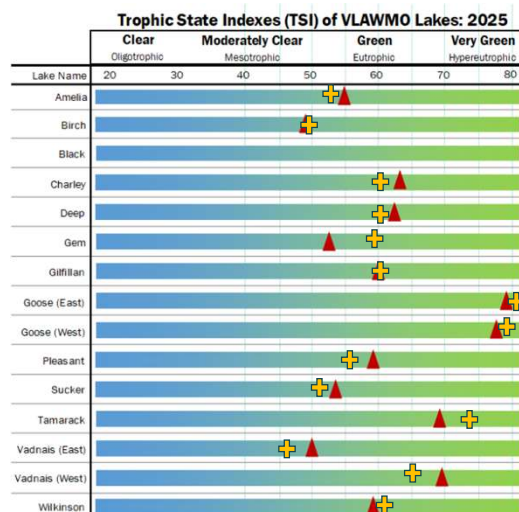
7

Water Monitoring Highlights



The TSI index is a measurement of lake health.

Secchi depth, Chl-A and TP are used to determine the degree of eutrophication.



Vadnais Lake Area Water Management Organization

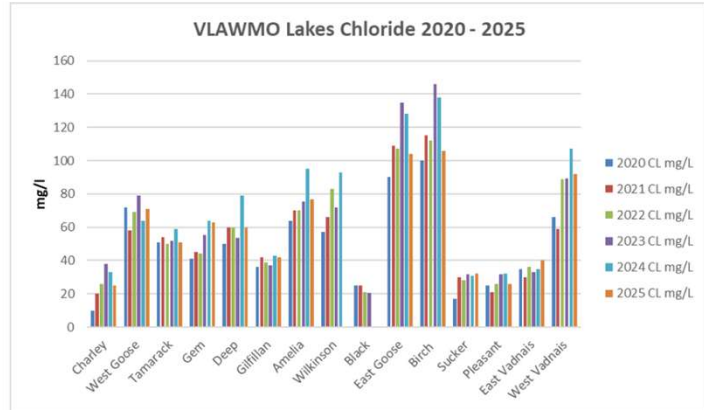
8

Water Monitoring Highlights



Trends are long-term:
Little noticeable change
year to year for most
VLAWMO lakes.

Monitoring summary and full
monitoring report can be found
on the VLAWMO website.



Chloride Standards
Chronic Exposure Standard—4 day average > 230 mg/l Acute Exposure Standard—1 hour > 860 mg/l
Impairment Threshold—Two or more exceedances in a three year period having at least five data points

Vadnais Lake Area Water Management Organization

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Proposed Motion



Commissioner _____ moves and Commissioner _____ seconds to approve a recommendation to the Board for approval of the 2025 Annual Report and Water Monitoring Report with non-material changes.

- 2025 Annual Report
- 2025 Water Monitoring Report

10

To: VLAWMO Board

From: Phil Belfiori, VLAWMO Administrator

Date: April 15, 2026

Re: V. B. Consider Gallagher Inc. Scope of Work for Salary Survey/Compensation Analysis

Background

The VLAWMO personnel subcommittee recommended development of employee compensation analysis and salary survey to the VLAWMO Board in both 2021 and 2024. That last survey in 2024 was completed by Gallagher Inc. and approved by both the VLAWMO Subcommittee and the Board in April 2024. As part of this process, Gallagher analyzed each grade level (grade level 4-9) was assigned to a minimum and maximum salary value based on a compensation market analysis and zones were developed based on splitting the range into roughly 1/3rd groupings. See attached for the currently approved 2024-26 salary structure table which was the outcome from this 2024 salary review process. Also attached is the November 2024 approved VLAWMO Salary Action Guideline Chart that includes both a performance based annual salary adjustment and a cost-of-living adjustment (COLA).

The subcommittee in 2021 also directed that it should be the policy of VLAWMO to conduct a compensation study around every 3 years to continually strive for a competitive salary structures for VLAWMO's employees. The approved 2026 budget includes funding for this analysis to again be completed this year with the outcome of development of an updated 2027 -29 salary structure table and possibly other market-based recommendations.

Summary of Gallagher Scope of Work

Per the direction of the VLAWMO Subcommittee, please find below a summary of the scope of work for completion of a compensation study with Gallagher Inc.

- **Market Analysis Strategy:** Define relevant labor markets and peer groups informed by prior study comparators, map roles to benchmark positions based on work performed, select appropriate survey sources and/or custom data approaches, and establish data treatment assumptions such as aging and geographic differentials.
- **Market Data Collection:** Compile data from selected published surveys and, as appropriate, conduct custom data collection to address unique or hard-to-match roles; we monitor participation, validate and normalize inputs, and apply agreed adjustments to build a defensible dataset.
- **Data Integration & Competitive Analysis:** Integrate published and custom sources, perform statistical checks and outlier treatment, develop market reference points or market

lines, and assess competitiveness, internal equity, and pay compression to inform structure design.

- **Compensation Structure Update:** Model one or more structure alternatives aligned to the classification approach, test range spreads and overlaps, evaluate impacts relative to current placements, and refine recommendations using financial and operational considerations; final structure recommendations are tailored to the Client’s objectives and constraints.
- **Financial Impact & Scenario Modeling:** Model individual and aggregate financial impacts and develop practical implementation scenarios to balance competitiveness, equity, and budgetary considerations.
- **Executive Review & Close-Out:** Present recommendations to leadership, facilitate decision-making on the preferred path, incorporate final feedback, deliver project materials, and transition to post-project support.

Given the Board approved adjusted timeline for the June VLAWMO Board meeting where the 2027 budget will be considered and the subsequent modify and “tighter” timeline this Gallagher Inc scope work was signed by Chair Lindner on March 10, 2026. At their meeting on March 31, 2026,. The total cost of this Gallagher analysis /study is \$11,300 (the 2024 Gallagher analysis was \$10,250). You will note in the approved 2026 budget did include funding for this work.

Proposed Motion

Director _____ moves and director _____ seconds approval of the compensation study scope of work from Gallegher.

Attached:

1. Compensation study scope of work from Gallagher Inc.:
https://www.vlawmo.org/download_file/ff75c544-bf32-4bda-8e97-812e511761b2/9
2. 24-26 existing salary structure table and action guideline chart
https://www.vlawmo.org/download_file/f44d9f55-4a5c-40c7-b3a7-167f1ee5d3b9/9

To: VLAWMO Board of Directors

From: Phil Belfiori, VLAWMO Administrator

Date: April 13, 2026

Re: **V. C. Consider 2027 – 2029 Office Space Lease Agreement with City of Vadnais Heights**

Background

VLAWMO has leased office space in the Vadnais Heights City Hall for the last apx. 18 years. This new lease would extend that agreement for another three years.

This lease agreement affords VLAWMO the main VLAWMO office, four cubicles, internet and telephone, storage space and access to conference rooms and other common space. The lease language is generally the same as the last three years (other than financial components as identified below).

The proposed attached lease agreement would see an average overall annual increase of just under 3% over the next three years (assuming that staffing office space needs don't change). Currently (2026), VLAWMO pays apx. \$2,146 per month to the City of Vadnais Heights for office space, use of commons areas, use of conference/meeting rooms, storage, phone/internet, postage and copies. The proposed 2027 costs are generally consistent with the draft 2027 budget being discussed at the April 22, 2026 meeting.

The above-mentioned financial terms were discussed with City Administrator Watson and Assistance City Administrator Clement on March 17, 2026 and upon further discussions, City staff have reviewed the attached draft lease document and identified to VLAWMO they are in support of the agreement. It is understood that pending VLAWMO Board approval the lease agreement, the lease agreement will be brought forward for consideration by the Vadnais Heights City Council in May 2026.

Staff Recommendation

Staff recommends the VLAWMO Board approve the attached 2027 – 2029 lease agreement with the City of Vadnais Heights

Proposed Board Motion

Director _____ moves and Director _____ seconds approval of the 2027 – 2029 lease agreement with the City of Vadnais Heights with non -material changes

Attachments:

- Proposed 2027-2029 office lease agreement document:
https://www.vlawmo.org/download_file/c970813f-38fa-491a-86e4-a141a270a047/9

To: VLAWMO Board of Directors

From: Brian Corcoran and Phil Belfiori

Date: April 14, 2026

Re: Consent Agenda item V. D. Consider 2026 Public Drainage Ditch Inspection Report

VLAWMO staff has prepared the attached 2026 Public Drainage System Inspection Report for consideration by the VLAWMO Board. This document is a product of the approved June 22, 2022 Public Drainage Management Policy.

The 2026 Public Drainage System Inspection Report is prepared in accordance to the March 31, 2023 Public Drainage Inspection Protocol. This report provides the VLAWMO Board of Directors with a summary of potential drainage system maintenance projects and will be used to plan for the upcoming year's potential maintenance activities.

Please find attached the 2026 Public Drainage System Inspection Report.

Recommendation

Staff recommends approval of the 2026 Public Drainage System Inspection Report

Requested Motion

Director _____ Moves and Director _____ seconds approval of the 2026 Public Drainage System Inspection Report

Attached:

- 2026 Public Drainage System Inspection Report: https://www.vlawmo.org/download_file/422af846-7b43-40a3-81c8-c0c4373d50b8/9

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To: VLAWMO Board of Directors

From: Brian Corcoran and Phil Belfiori

Date: April 14, 2026

Re: V. E. Consider HEI Technical Memos on Recommended Stabilization at Two Locations on CD 14 and Consider Engineering Task Orders for Engineering Services for Both Locations

VLAWMO and Houston Engineering (HEI) staff visited both the Koehler and Oakmede sites on Lambert creek/CD14 to discuss options for erosion issues on the creek banks identified in the 2026 Public Drainage Inspection Report. Due to significant velocities in these locations HEI recommends hard armoring as the only suitable alternative for long term resiliency. See attached Koehler and Oakmede technical memorandums on site conditions and recommendation.

Also attached are the Houston engineering task orders for both the Koehler and Oakmede sites. These task orders include engineering services, procuring quotes, coordination, site inspections, as-builts and payment request reviews. Total estimated engineering cost for both sites is \$18,000. If able to do both sites concurrently it may decrease the estimated cost of \$18,000.

Recommendation

Staff recommends approval of CD14 Erosion Technical Memo's for both Oakmede and Koehler sites, approval of CD14 HEI task orders for both Oakmede and Koehler sites for \$18,000 and authorize staff to move forward with project coordination and completion.

Requested Motion

Director _____ Moves and Director _____ seconds approval of CD14 Erosion Technical Memo's for both Oakmede and Koehler sites, approval of CD14 Houston Scope of Services for both Oakmede and Koehler sites for \$18,000 and authorize staff to move forward with project coordination and completion.

Attached:

1. CD14 Oakmede Erosion Technical Memo: https://www.vlawmo.org/download_file/9185d7cc-b067-47e3-8600-c888be2ef17a/9
2. CD14 Koehler Erosion Technical Memo: https://www.vlawmo.org/download_file/aa4f3edb-4351-4f66-b6e5-d64c58d0a968/9
3. HEI task order 2026_03_CD 14 Oakmede Erosion Const Admin: https://www.vlawmo.org/download_file/28639e4a-6446-4210-9250-42a6d4737c53/9
4. HEI task order 2026_02_CD 14 Koehler Erosion Const Admin: https://www.vlawmo.org/download_file/bca48db7-1dde-4682-bec9-e300042195ed/9

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To: VLAWMO Board of Directors

From: Phil Belfiori and Dawn Tanner

Date: April 15, 2025

Re: V. F. Consider HEI updated task order for preliminary engineering for phase 2 of 319 project

Additional services by the Project Engineer Houston Engineering Inc. (HEI) were required to complete the work needed to reach a signed MOU (authorized by the Board at the February regular meeting) and project easement (attached in the Board packet) to allow VLAWMO to sign the grant contract for the project (fully executed on March 3, 2026). Additional services are detailed in the attached memo from HEI.

The scope provides that with the additional time expended for these additional services, the total estimated additional fee is \$31,000.

Staff Recommendation: VLAWMO staff recommends the Board approve of the additional services request from HEI and authorizes VLAWMO staff to notify HEI to prepare an invoice for payment at the May TEC meeting for the remainder of the completed work.

Proposed Board Motion

Director _____ Moves and Director _____ seconds approval of the additional services request from HEI and authorizes VLAWMO staff to notify HEI to prepare an invoice for payment at the May TEC meeting for the remainder of the completed work

Attachment:

- HEI Memo: Additional Services Request to Access Rd Plunge Pool Feasibility:
https://www.vlawmo.org/download_file/3a827ab5-857b-42f0-8c13-86172199a984/9

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To: VLAWMO Board of Directors

From: Phil Belfiori and Dawn Tanner

Date: April 15, 2025

Re: V. G. Consider Barr Engineering technical memo on E Goose Lake monitoring

VLAWMO, in collaboration with the City of White Bear Lake, collected phytoplankton (note that phytoplankton is a broader group that includes cyanobacteria, which are commonly referred to as blue-green algae) samples from East Goose Lake between September 2021 and September 2025 to assess phytoplankton communities. The purpose of the study was to provide a “snapshot” of typical algal species and densities throughout the growing season in Goose Lake to better document phytoplankton dynamics. Barr Engineering provided an analysis and conclusions regarding data collected from 2021-2025. Those data are described in the attached memo.

Conclusions from the attached memo:

The phytoplankton community in East Goose Lake was measured to provide an overall understanding of plankton dynamics in East Goose Lake and further understanding water quality conditions in the lake. The purpose of the study was to develop an understanding of the phytoplankton species that occur, determine their ability to form harmful algal blooms, and provide the Vadnais Lake Area Watershed Management Organization (VLAWMO) and the City of White Bear Lake a broader picture of water quality in the lake.

Phytoplankton monitoring data from East Goose Lake demonstrates that very high abundances of potentially toxin-producing cyanobacteria species were present on all monitored days between September 2021 and September 2025. All monitored events had estimated cyanobacteria cell counts greater than the WHO moderate probability of adverse health effects threshold. While toxins have not been measured in East Goose Lake, these results suggest there is a high probability of toxic algae blooms occurring in the lake annually. Additionally, the dominant cyanobacteria species varied from year to year resulting in a wide range of potential toxins produced. Until phosphorus concentrations are notably reduced and submerged native plant species can establish to compete for nutrients and support the clear lake state, it's expected that high abundances of cyanobacteria will persist in East Goose Lake with a high potential for toxin production and resultant harmful algal blooms.

Watershed organizations such as VLAWMO do not typically manage water quality issues related to recreational uses of a water body and, while East Goose Lake is used recreationally, it does not have public access or a swimming beach. VLAWMO does not anticipate conducting future monitoring for phytoplankton samples and does not have a role in reporting algae blooms. The Minnesota Pollution Control Agency (MPCA) or the Minnesota Department of Health (MDH) take the lead in recording toxic algae blooms in Minnesota. If a suspected algae bloom were to occur in East Goose Lake, these agencies should be contacted following the guidance below.

The City of White Bear Lake staff reviewed and requested changes that were implemented into the draft memo prior to submission to the VLAWMO Board. Following approval by the Board, the final memo will be provided to the City of White Bear Lake staff.

Requested Action: VLAWMO staff request Board authorization of the attached Barr Engineering Technical Memorandum and authorization for staff to provide the memo to the City of White Bear Lake.

Attachment:

- Barr Engineering Technical Memorandum: East Goose Lake Phytoplankton Analyses:
https://www.vlawmo.org/download_file/26422a7f-4acb-4b40-b376-9db69979442f/9

To: VLAWMO Board

From: Phil Belfiori, VLAWMO Administrator

Date: April 15, 2026

Re: **V. H. Consider VLAWMO Bylaws**

Background

The purpose of the VLAWMO Bylaws is to establish rules governing the conduct of business by the Vadnais Lake Area Water Management Organization Board of Directors in accordance with the recently approved 2026-2036 Vadnais Lake Area Water Management Organization Joint Powers Agreement, the Vadnais Lake Area Water Management Organization Comprehensive Watershed Management Plan, and applicable laws. These Bylaws are intended to work in concert with and be consistent with the JPA and applicable watershed laws. These Bylaws address such topics as purpose and authority of VLAWMO, Board membership, meeting schedule and location, meeting format, conflict of interest, committees /subcommittees, financial matters/logistics, data practices, and records retention.

Proposed Board Motion: Director _____ moves and Director _____ seconds approval of the VLAWMO Bylaws dated 3-25-26

Attached:

- VLAWMO Bylaws dated 3-25-26: https://www.vlawmo.org/download_file/9a33d604-a782-4652-8dbd-e750d0ec03b6/9

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To: VLAWMO Board of Directors

From: Dawn Tanner

Date: April 15, 2025

Re: V. I.: Consider MOU with City of Vadnais Heights for Vadnais Lake Prairie Site

The City of Vadnais Heights is working on maintenance of the remnant prairie site on the south side of East Vadnais Lake. This is a continuation of work that was begun in 2021 with VLAWMO and the City, with approval from Ramsey County and St. Paul Regional Water Services. At joint request by the City and VLAWMO, Natural Shore Technologies (NST) met with project partners onsite and provided a quote for maintenance of the larger area that includes additional City property that was part of the street reconstruction project completed in 2023. VLAWMO maintenance support would include a 50% cost share, in the amount of \$612.50, of the prairie/woodland remnant area that VLAWMO has been working with the City to protect and enhance. The additional areas that were part of the street reconstruction project will not be part of the cost share.

Requested Action: VLAWMO staff request Board authorization of the Memorandum of Understanding Between the City of Vadnais Heights and VLAWMO for 50% cost share support for 2026 maintenance by NST, as described in the attached quote, of the prairie/woodland remnant area in the amount of \$612.50.

Attachment:

- Memorandum of Understanding Between the City of Vadnais Heights and the Vadnais Lake Area Water Management Organization:
https://www.vlawmo.org/download_file/f1377eb3-79dd-4971-b68e-6d55e6c13793/9
- NST quote: Remnant prairie and woodland maintenance on the south side of East Vadnais Lake: https://www.vlawmo.org/download_file/1d0e71ef-1a57-4e74-b1e7-fa182c3695d0/9

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To: VLAWMO Board of Directors

From: Angela Hugunin, Communication & Outreach Coordinator

Date: April 14, 2026

Re: V. J. Consider Authorizing Subcommittee to Approve BWSR Bridging Conservation Grant Potential Work Plan and Board Chair to Sign Potential Grant Agreement

Introduction

VLAWMO is seeking Board authorization to have the Board Subcommittee potentially approve a BWSR Bridging Conservation grant work plan and authorize the Board Chair to sign the corresponding potential grant agreement. Grant awards for the program have not yet been announced, but they are anticipated to be shared in late April.

Background.

At the February meeting, the Board authorized staff to apply for the BWSR Bridging Conservation grant program in partnership with the City of Vadnais Heights. Staff prepared a grant application and submitted it by the deadline, with VLAWMO being the applicant and lead on potential grant work. Awards are anticipated for late April 2026, with anticipated grant agreements sent in early May and the work plan submittal deadline in late May.

If selected for a grant award, grant agreements would need to be executed with BWSR by June 15, 2026, before the June Board meeting. If selected, staff will provide an update to the Board at the June meeting.

Staff Recommendation

VLAWMO staff recommend the Board of Directors authorize the Subcommittee to approve the BWSR Bridging Conservation work plan and authorize the Board Chair to sign the potential grant agreement.

Proposed Motion

It was moved by Director _____ and seconded by Director _____ to authorize the Subcommittee to approve the BWSR Bridging Conservation grant work plan and authorize the Board Chair to sign a potential grant agreement.

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To: VLAWMO Board

From: Phil Belfiori, VLAWMO Administrator

Date: April 15, 2026

Re: V. K. Update on Minnesota Watersheds 2026 Resolutions Process

Background

Every Spring Minnesota Watersheds provides an opportunity to members to submit any policy recommendations to them via the annual resolutions process. This year's resolutions and background information documents are due on **June 2**. The Minnesota Watershed Legislative Committee (Phil is a member of this committee) will review existing and new resolutions and make a recommendation to the Minnesota Watersheds members for the 2026 legislative priorities. If the Board wishes to submit a resolutions, this agenda item will need to be moved to the business agenda for discussion and consideration at the April 22, 2026 Board meeting.

Attached:

- Minnesota Watersheds Request for Resolutions packet:
https://www.vlawmo.org/download_file/2553dbe8-4d0c-487c-b668-80d7d014ce85/9

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To: VLAWMO Board of Directors

From: Angela Hugunin, Communication & Outreach Coordinator

Date: April 15, 2026

Re: V. L. Update on Watershed Steward Award

Staff are pleased to announce that Gina Ganno Schmidt has been selected for the 2025 Watershed Steward Award. This award was open to volunteers, businesses, neighborhood or lake associations, or community groups who worked independently or with VLAWMO staff to improve water resources or community understanding of water issues over the last year.

In total, three nominations were received. The TEC voted on nominees at their March meeting, and Gina Ganno Schmidt was selected as the winner. More information on Ganno Schmidt's watershed stewardship can be found on VLAWMO's website at [this link](#).



Above: Board Chair Lindner and Administrator Belfiori presented Ganno Schmidt with her award earlier this month.

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To: VLAWMO Board of Directors

From: Dawn Tanner

Date: April 15, 2025

Re: V. M.: Consider pay request from LRI for completed Phase 4 alum application in Tamarack Lake

The Tamarack Lake Phase 4 (Final) Alum Project application was completed on April 9, 2026. Lake Restorations, Inc. (LRI) provided an invoice for the completed work. The project engineer has provided a recommendation for payment and the required IC-134 form.

Requested Action: VLAWMO staff request Board authorization for payment of the attached invoice, consistent with the approved Third Amendment to the Contractor Services Agreement with LRI, in the amount of \$27,380.

Attachments:

- Pay request #4, including project engineer recommendation memo, LRI Invoice, and VLAWMO signature page: https://www.vlawmo.org/download_file/5c06463c-b004-45ee-9bf4-a580193e714c/9

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To: VLAWMO Board of Directors

From: Brian Corcoran and Phil Belfiori

Date: April 14, 2026

Re: V. N. Consider Water Monitoring Assistance for Pleasant Lake Task Force

VLAWMO has been asked if we would be able to assist with a few water quality data gaps for the current Pleasant Lake Task Force project. The Task Force engineer is looking to get bacterial grab samples and YSI data (DO, Temp & Conductivity) at three locations this summer (Pleasant, Deep & Charley Lake) that VLAWMO samples through our regular water monitoring program. This would be a total of 15 extra samples from May-September at an estimated total cost of \$1,000. VLAWMO would then invoice City of North Oaks at end of year for the additional monitoring costs. Project engineer will send a memo to VLAWMO staff outlining details of the additional sampling request.

Recommendation

Staff recommends approval of monitoring assistance for the Pleasant Lake Task Force project at an estimated cost of \$1,000 to be invoiced to City of North Oaks at end of the year.

Requested Motion

Director _____ Moves and Director _____ seconds approval of monitoring assistance for the Pleasant Lake Task Force project at an estimated cost of \$1,000 to be invoiced to City of North Oaks at end of the year.

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To: VLAWMO Board of Directors

From: Phil Belfiori

Date: April 15, 2025

RE: VI. A. 1. 2025 Financial Report and Audit

Representatives from Clifton, Larson, Allen LLP, Chris Knopik and Frost Bowen-Bailey 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/download_file/ca7d50d4-b4d4-4272-8225-2a3ebf4fe90e/9

Internal Control Letter Draft: https://www.vlawmo.org/download_file/12c071a0-c03f-47a6-89af-4555374caae2/9

Governance Letter Draft: https://www.vlawmo.org/download_file/0a38417d-2e0e-469d-b48b-38a37d4f85e7/9

For fiscal year 2025, VLAWMO is again using a cash basis of accounting. This reporting method is in accordance with the financial reporting provisions of the accounting practices permitted by the Minnesota Office of the State Auditor under Minnesota Statute §6.756. As CLA staff will note, the cash basis accounting doesn't follow U.S Generally Accepted Accounting Principles, so the auditors are required to give an adverse opinion in the Independent Auditors' Report since U.S GAAP is not followed under this basis. However, please note this language is standard to a governmental entity reporting under a cash basis and overall VLAWMO has received an unmodified opinion (clean opinion) on the Regulatory Basis of Accounting (cash basis) that is now being followed instead.

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 2025 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 2025 Financial Report and audit documents and direct them to be distributed to the appropriate state and local agencies.

Attached:

- CLA Powerpoint presentation

VI. A. 1. Attachment 1



We'll get you there.
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Vadnais Lake Area Water Management Organization

2025 Audit Presentation

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Agenda

- Audit Deliverables and Results
- Financial Results
- Required Communications
- Engagement Finalization

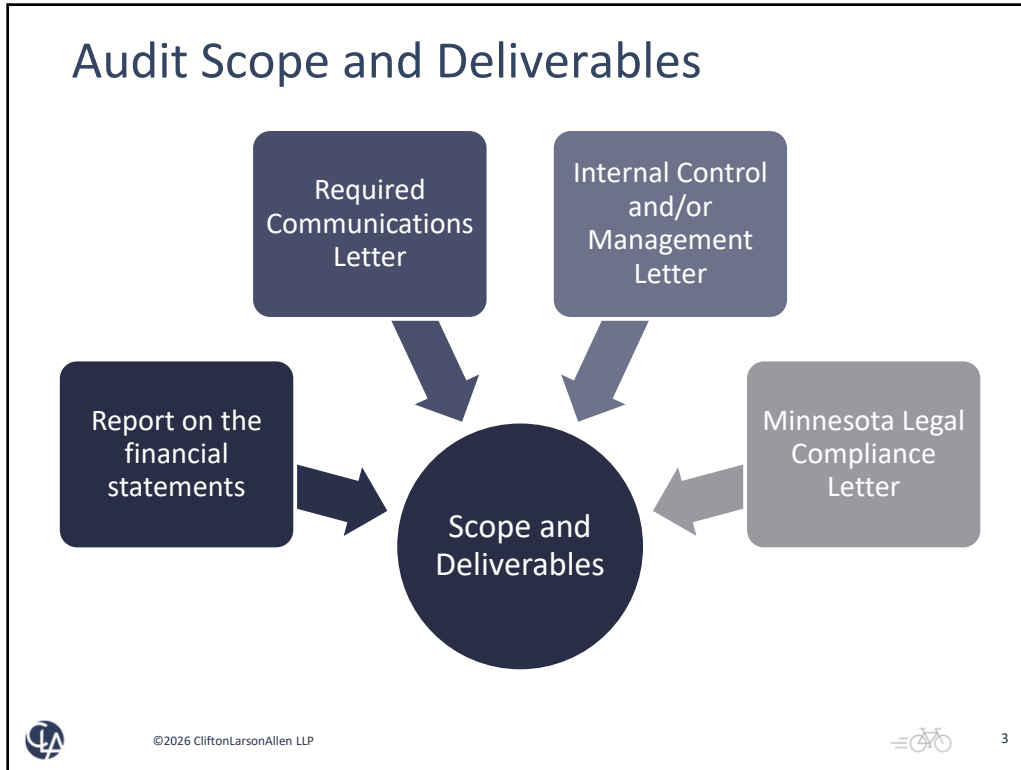


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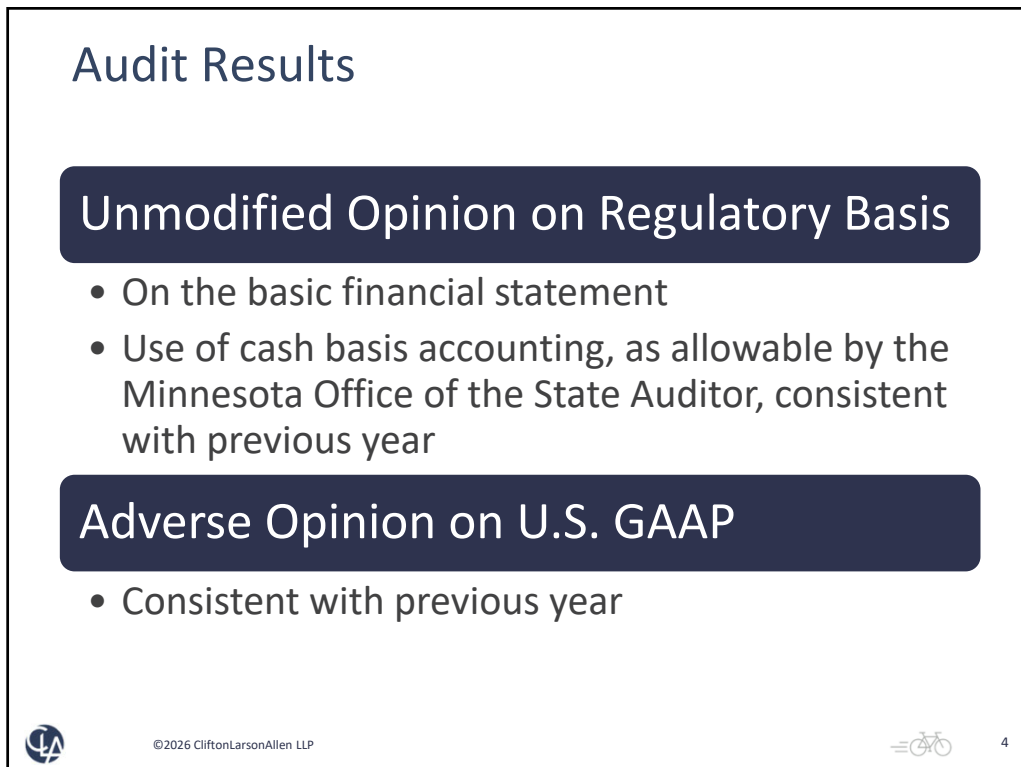


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Audit Results (Continued)

Compliance and Internal Control Over Financial Reporting

- One material weakness related to internal control (same as previous years):
 - Auditor drafts financial statements and notes

Minnesota Legal Compliance

- No findings



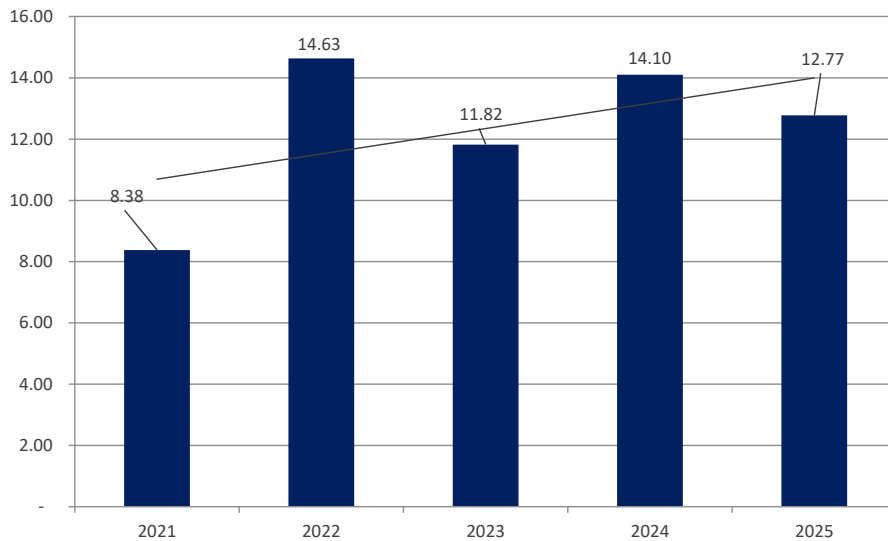
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Financial Results – Months of Reserves



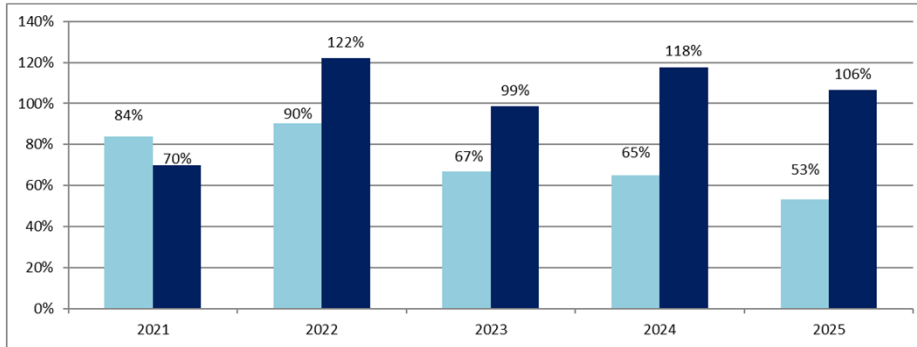
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Financial Results – Fund Balance Policy



	2021	2022	2023	2024	2025
Unrestricted/Cash Fund Balance	\$ 1,018,639	\$ 1,255,431	\$ 1,313,236	\$ 1,568,537	\$ 1,526,678
Total Current Year Expenditures/Disbursements	\$ 1,458,526	\$ 1,029,394	\$ 1,332,930	\$ 1,334,591	\$ 1,434,118
Next Year's Budgeted Expenditures/Disbursements	\$ 1,215,588	\$ 1,389,451	\$ 1,970,811	\$ 2,417,411	\$ 2,859,690

Internal Policy: Fund Balance to next year's budgeted expenditures is a 35% Minimum



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Financial Results – Other

Total 2025 Disbursements increased \$89,527 over 2024 Disbursements

- Increased general and administrative costs (\$73.9K)

Total 2025 Receipts decreased \$72,625 over 2024 Receipts

- Decreased receipts in 2025 related to the Wilkinson BMP Project ending and less resiliency studies.



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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 since planning meeting 	<ul style="list-style-type: none"> No estimates with a higher degree of uncertainty 	<ul style="list-style-type: none"> No difficulties encountered No disagreements encountered No other findings to report 	<ul style="list-style-type: none"> No material misstatements required correction




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Report on Internal Control

Overall	Assurance	Findings
<ul style="list-style-type: none"> Purpose is to provide explanation of audit procedures with relation to <i>Government Auditing Standards</i> 	<ul style="list-style-type: none"> Assessment of internal controls is limited, therefore potential weaknesses may exist that are not identified. 	<ul style="list-style-type: none"> One finding related to CLA's preparation of the financial statements.



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Engagement Finalization



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Agenda item VI. A. 2.

Discussion on 10-year VLAWMO Implementation Table, Long-Term Budget Graphs /Scenarios and Rough Draft Preliminary 2027 Budget

Phil Belfiori
VLAWMO Board meeting
April 22, 2026



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Agenda and Purpose of Today's discussion



- Agenda for this item:
 - Reminder to Board regarding 10-year VLAWMO implementation table for partnership projects from the VLAWMO Watershed Management Plan (WMP) -**attachment#1**
 - Discussion on long range budgeting scenario graphs based on this implementation table
 - Discussion on Rough Draft Preliminary 2027 Budget - **attachment#2**

2

Discussion on Draft 10-year VLAWMO Implementation Table for Partnership Projects from WMP



- The implementation table from the WMP provides best most accurate at this time high level planning tool to manage long range budgets to strive to maintain the momentum to implement the majority of the large scale partnership-based CIP-type regional Projects (Projects that are currently predicted/ possible to be “on the table”)
- The 10-year project partnership implementation table from the WMP was sent to 11 city /partner staff from:
 - City of White Bear Lake (Connie T)
 - City of Vadnais Heights (Jim H.)
 - City of Gem Lake (Jim L. and Sara)
 - City of Lino Lakes (Tom and Mike G.)
 - City of North Oaks (Kevin K.)
 - White Bear Township (Larry P)
 - NOHOA (Damien L., Susan M. and Andrew H)
 - St. Paul Water (Jeremy and Justine)
 - Ramsey County Public Works (Molly C.)
 - Ramsey Conservation Division (Brian)
 - North Oaks Company (Don P. and Lauren)

Vadnais Lake Area Water Management Organization

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Background : Discussion on Draft 10-year VLAWMO Implementation Table for Partnership Projects from WMP



- Staff then held separate meetings with each of the above-mentioned staff in early March 2026.
- Partners staff feedback from these meetings was that this implementation table from the WMP provides the best high level /long range planning guide to project partnership.
- The attached implementation table from the WMP was also reviewed and discussed by the Board subcommittee on March 31, 2026 they also agreed that this WMP implementation table is a good tool for long range project partnership and budget planning.
- **It should be noted that the projects identified were used to facilitate and coordinate high level planning discussions with staff from the 11 cities/township /partners. Specific \$ proposed in 2027 budget (next agenda item tonight) may be different.**
- Discussion /Questions on 10 yr. VLAWMO implementation table from the WMP?

Vadnais Lake Area Water Management Organization

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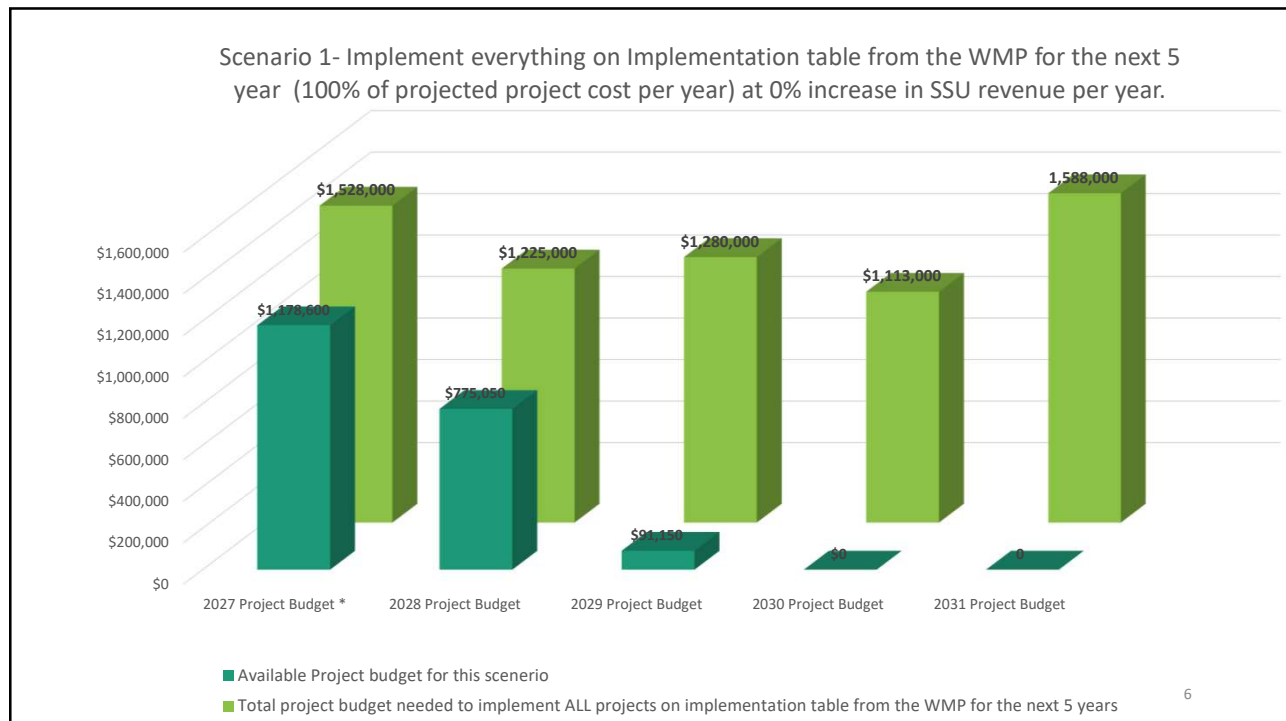
Long range budgeting discussion based on 10-year VLAWMO Implementation Table from the WMP



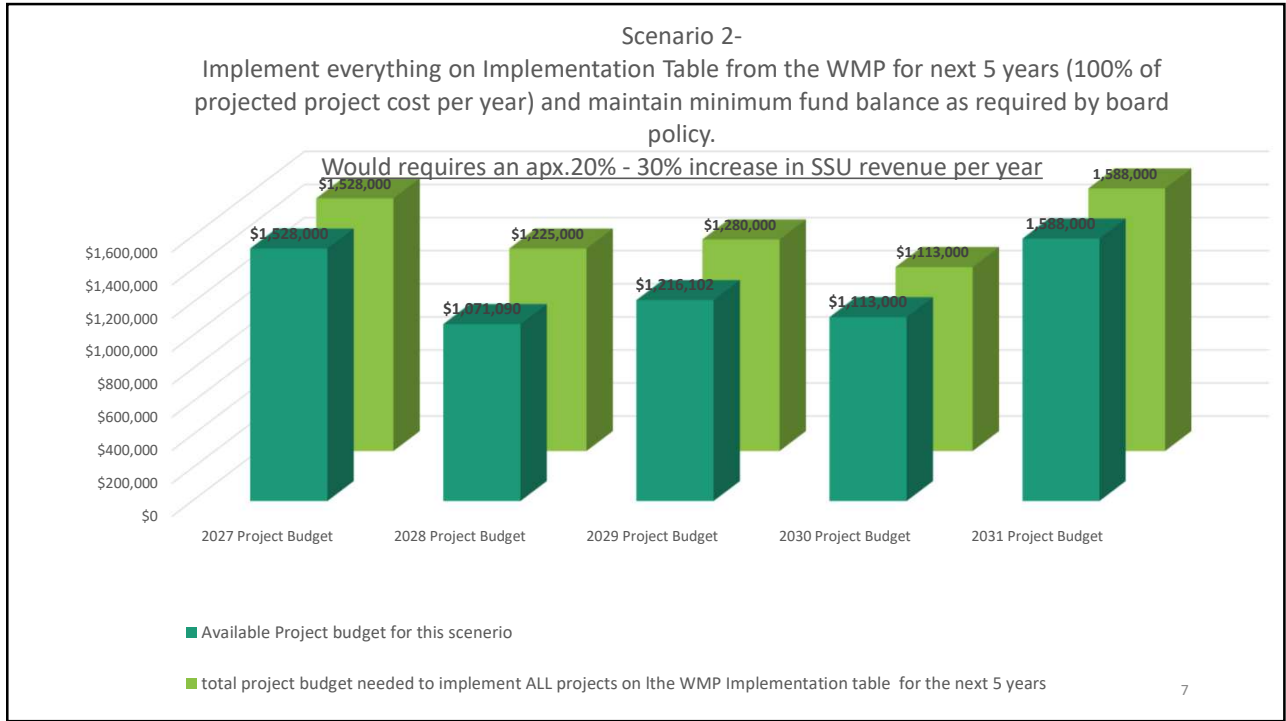
The following graphs to further examine long range budget planning /forecasting and to inform the discussion on the 2027 preliminary draft budget (next on this tonight's agenda)

- Graphs identify 4 Scenarios which compare project only budgets:
 - **1:** Implement everything on the WMP Implementation table over next 5 years (100% of projected project cost per year) at 0% increase in SSU revenue per year.
 - **2:** Implement everything on the WMP Implementation table over next 5 years (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 the the WMP Implementation table over the next 5 years at 0% increase in SSU revenue per year.
 - **4:** Implements 60% of projected projects cost per year on the the WMP Implementation table over the next 5 years, maintains minimum fund balance AND “manages” fund balance to draw down balance.

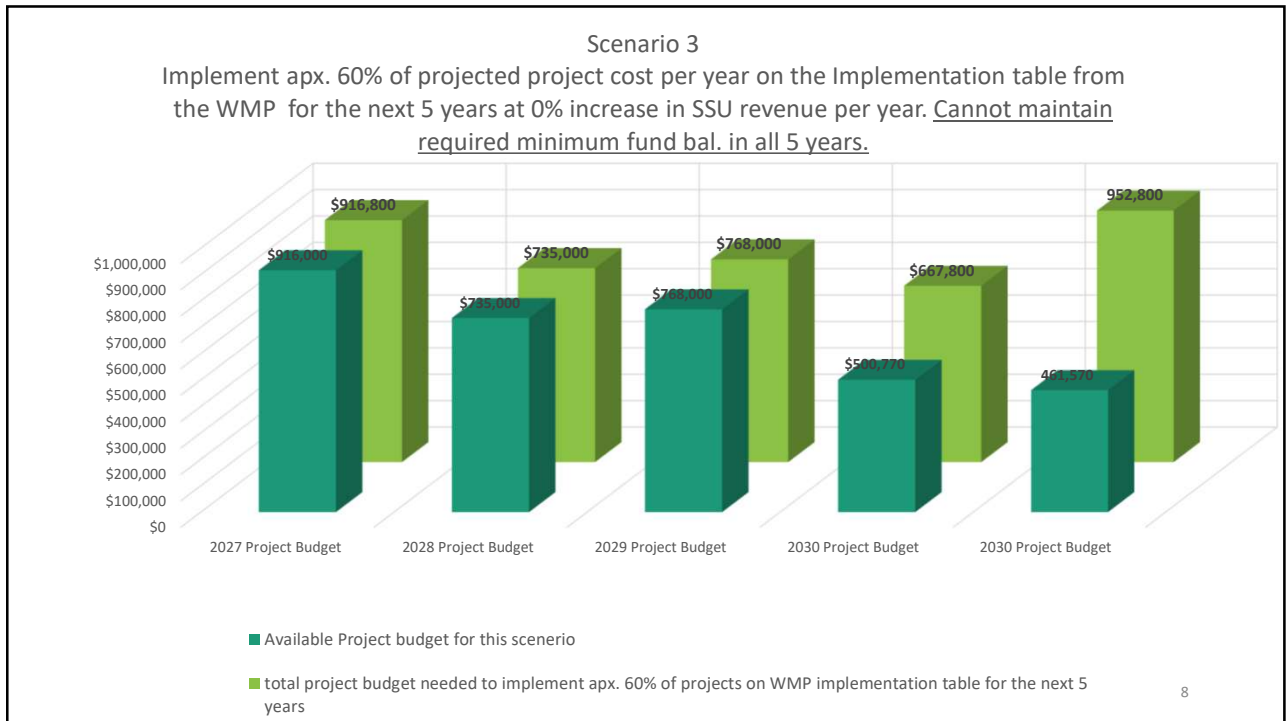
5



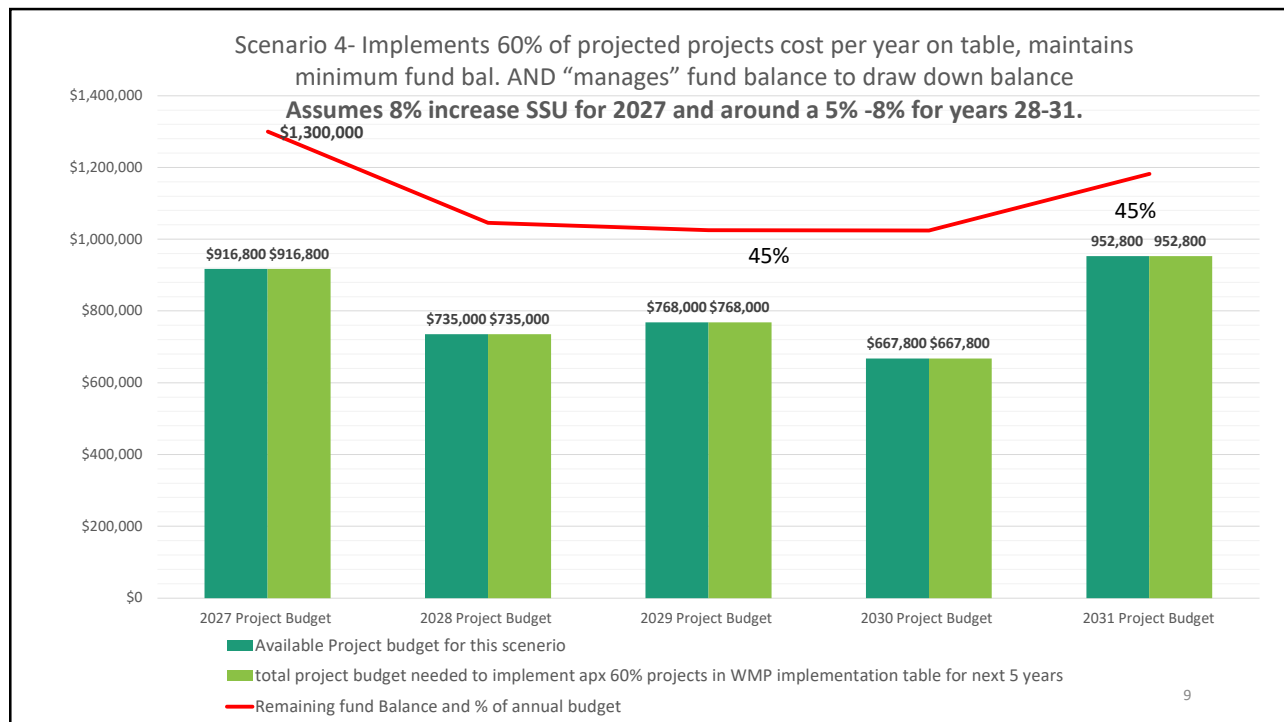
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7



8



9

Takeaways from long range budgeting graphs /scenarios



- Scenarios that implement all projects on the WMP Implementation 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 the WMP Implementation table for next 5 years but would need apx. 20% - 30% SSU increase per year. Not financially /politically realistic?
- Scenarios that implements 60% of projects on the WMP Implementation table
 - Scenario 3 implements 60% of projects budgeted on the WMP Implementation table for all 5 years at 0% SSU increase per year but cannot maintain fund balance for 2028 - 2031
 - Scenario 4 implements 60% of projects budgeted on the WMP Implementation table for next 5 years and maintains fund balance for all 5 years. Would need apx. 8% SSU increase in 2027 (around \pm 5-8% in later years?- or **lower/higher based on "uncertainty" factors**).

Vadnais Lake Area Water Management Organization

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Takeaways from long range budgeting graphs/Scenarios



From a big picture viewpoint, some additional long range future increases in budget on the WMP Implementation table maybe needed for possible larger costs partnership projects?:

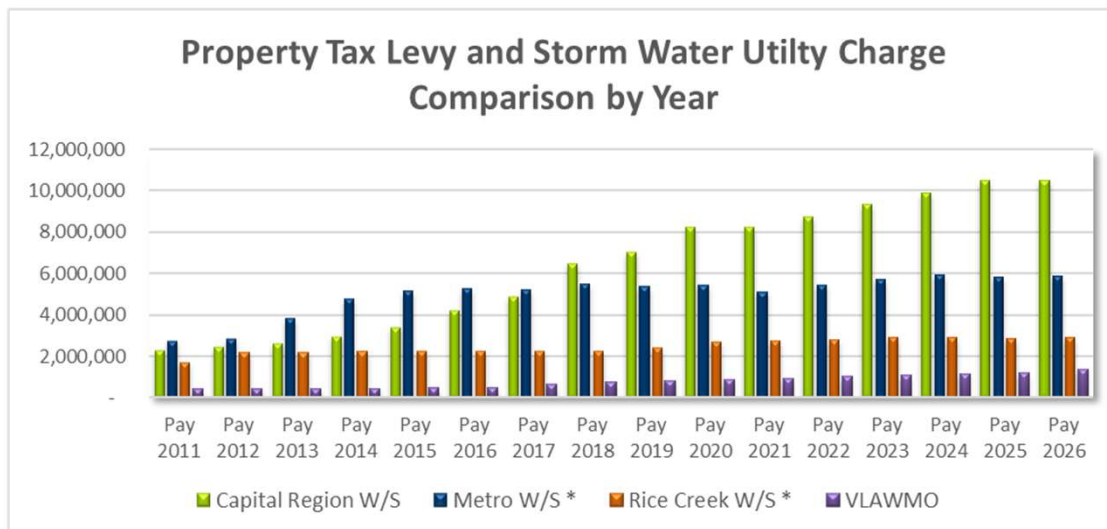
- East Vadnais Lake Subwatershed Resiliency Project
- Polar Lakes Park Water Reuse Project
- Resiliency Study– Vadnais Heights City-wide partnership
- Local match for 2nd 319 small watershed grant project design -?NOC partnership
- Water quality pretreatment project (upstream of Birch Lake IESF)
- Polar Chev/61 channel restoration /sediment in lake removal
- Pleasant Lake project partnerships including nutrient mngt, AIS, Shoreline management and city planning etc..

to name a few.

Project costs in the WMP Implementation 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.

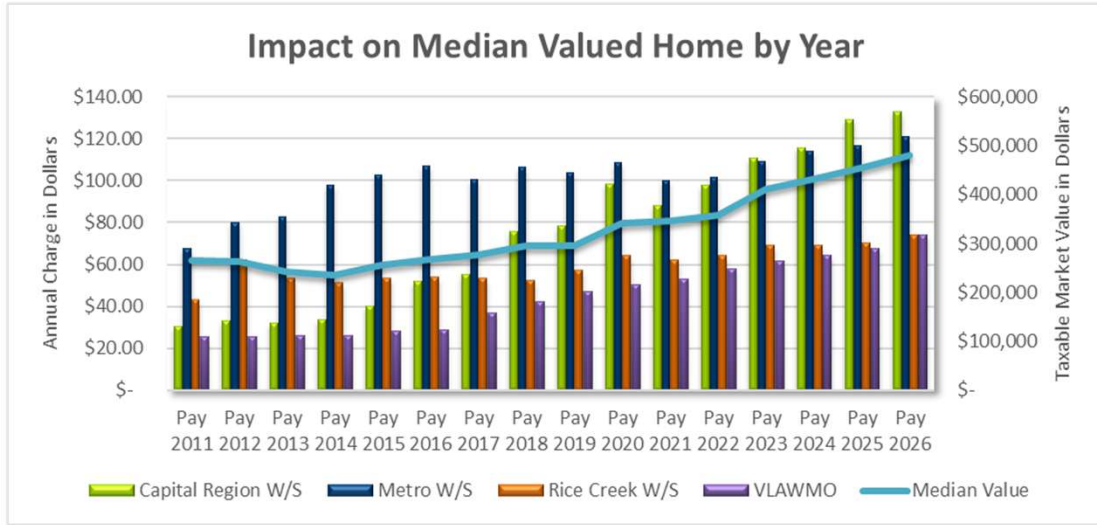
11

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



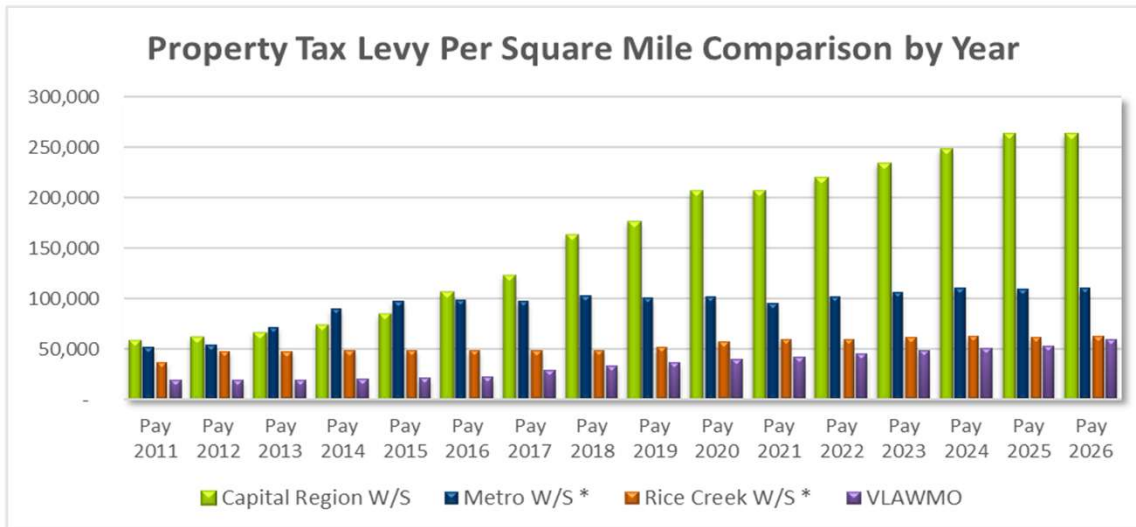
12

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



13

Comparing Tax Levy Rate Per Square Mile for Ramsey County's WDs to VLAWMO's SSU Residential Rate per Square Mile



14

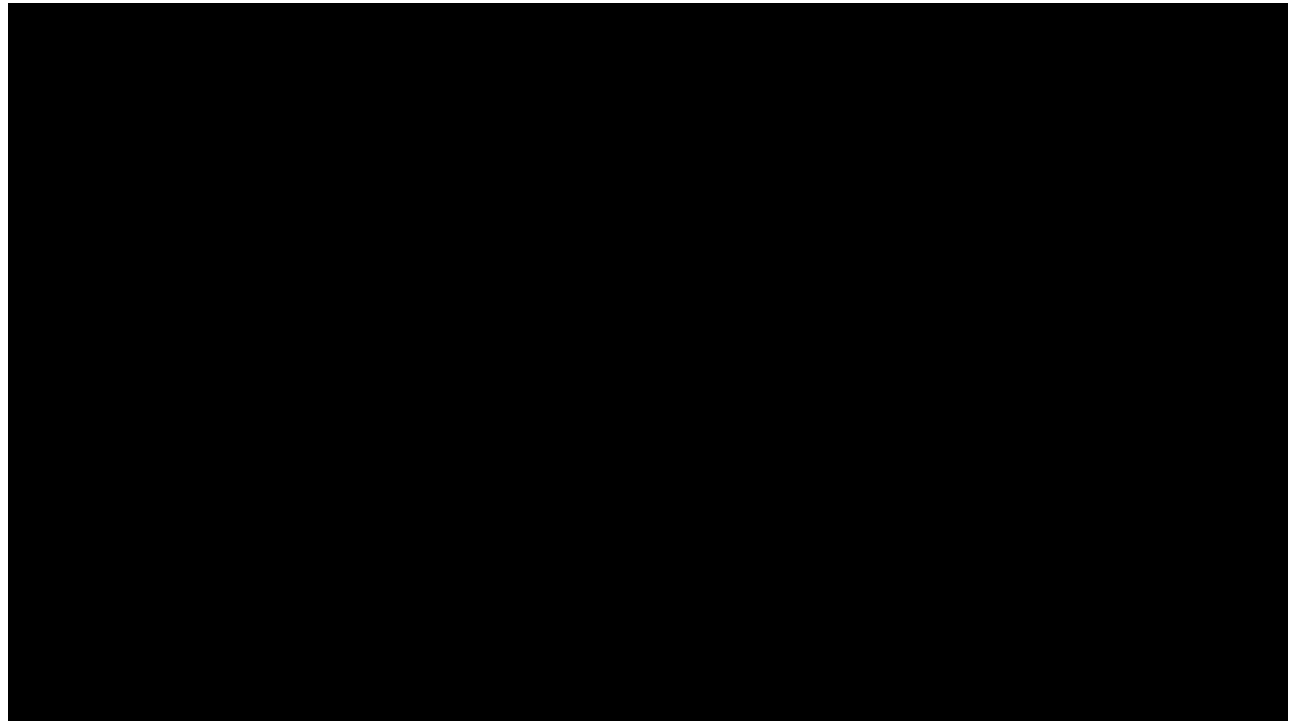
Requested Board Action



Requested Board Discussion : Staff request that the Board review the attached the WMP Implementation table in preparation of the April 22 meeting discussion and review and discuss the long range budgeting graphs/Scenarios and provide staff with input

Vadnais Lake Area Water Management Organization

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Intro: Discussion on Rough draft 2027 budget table provided in packet **See Attachment #2**



- The attached rough draft 2027 budget table is developed using the WMP 10-year partnership project table (Attachments #1) 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 March 31 2026 and the subcommittee identified it did not have any concerns on the rough draft 2027 budget table (attachment 2).
- The key to this 2027 budget process is management of uncertainty. Do not anticipate to spend entire 2027 budgets due to several factors: 1) technical feasibility; 2)project timing; 3) partnerships uncertainty; 4) Outcomes of possible State grant applications.
- The general approach in the rough draft 2027 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. 2026 Board meeting (2027 working budget) or perhaps pushed to the 2028 budget.

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Intro: Discussion on Rough draft 2027 budget table provided in packet **See Attachment #2**



- The following are some of the bigger proposed 2027 projects have a high level of uncertainty going into the 2027 budget development process including (but not limited to):
 - East Vadnais Lake Subshed Resiliency Project (pending LCCMR award and partnerships);
 - Polar Lakes Park Water Reuse Project (pending WBT partnership and grant application);
 - Resiliency Study– Vadnais Heights City-wide partnership (feasibility and timing and grants);
 - Firestation partnership planning and or project partnership (pending city partnership, timing and feasibility);
 - Local match for 2nd 319 small watershed grant project design -(timing and partnership) ;
 - Water quality pretreatment project (upstream of Birch Lake IESF) – (feasibility and timing and scale);
 - Creek maintenance and restoration at 1 or 2 locations (pending feasibility, cost, timing)

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Intro: Discussion on Rough draft 2027 budget table provided in packet (Continued) **See Attachment #2**



- The following are some of the bigger proposed 2027 projects have a high level of uncertainty going into the 2027 budget development process including (but not limited to):
 - Oxygenation system (Pleasant) expanded dosing partnership (pending SPRWS partnership, feasibility and timing);
 - Boundary Review (WVL area) – (outcomes from discussion with RWMWD and BWSR, and timing, partnership);
 - Pleasant Lake planning and or partnerships (VLAWMO role based on focus of planning, partner implementation 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 watershed. Overall voluntary cost share programs budget uncertainty;

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Summary of Attached rough draft 2027 budget table **See Attachment #2**



- Capital Improvement Projects: (summary of some of the anticipated larger Projects or CIPs):
 - **Gem Lake Subwatershed: Total Fund Budget Range: \$5,000 - \$10,000**
 - Subwatershed BMP partnership – \$5,000- \$10,000.
 - **Lambert Creek Subwatershed: Total Fund Budget Range : \$320,000 – \$380,000**
 - Resiliency partnership design \$30,000
 - Resiliency partnership Project(s) \$150,000 - \$200,000
 - City street project BMP partnerships \$60,000
 - Whitaker wetland/Columbia Park retrofit water quality planning /study \$20,000
 - water qual project or wetland project on or upstream of pub ditch /creek \$10,000-\$20,000
 - City partnership BMPs and or environmental initiative /project \$10,000
 - City Groundwater conservation partnership \$10,000
 - water quality project in public spaces /parks etc. \$10,000
 - Street sweeping demonstration partnership \$20,000.
 - Sheet pile debt service-\$38,568

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Summary of Attached rough draft 2027 budget table See Attachment #2



- Capital Improvement Projects: (summary of some of the anticipated larger Projects or CIPs):
 - **Goose Lake Subwatershed: Total Fund Budget Range: \$48,800 - \$60,000**
 - Polar Chev/61 channel restoration /sediment in lake removal engineering and design work \$20,000 – \$30,000
 - City Street Partnership /Neighborhood Subshed BMPS \$10,000
 - Regional partnership /Lake management \$10,000
 - Oak Knoll Pond evaluation partnership \$8,800
 - **Birch Lake Subwatershed: Total Fund Budget Range : \$125,000 - \$200,000**
 - Water quality pretreatment project (upstream of IESF) \$75,000 - \$150,000
 - Rotary Park partnerships and restoration and signage \$10,000
 - Subwatershed BMP's \$15,000
 - Street Sweeping demonstration partnership \$25,000

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Summary of Attached rough draft 2027 budget table See Attachment #2



- Capital Improvement Projects: (summary of some of the anticipated larger projects):
 - **Gilfillan, Black Tamarack Wilkinson Amelia Subwatershed: Total Fund Budget Range : \$335,000 - \$410,000**
 - Local match for 2nd 319 small watershed grant project (Wilkinson). - \$100,000 - \$150,000
 - Wilkinson Lk. Deep Water Wetland project ongoing maintenance \$5,000 - \$10,000
 - Township /City BMP retrofits \$5,000 - \$10,000
 - Polar Lakes Park water reuse project - \$200,000
 - City/Township/NOHOA /NOC partnership water qual /GW conservation projects \$20,000 - \$30,000
 - Feasibility study for regional treatment options \$5,000 - \$10,000

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Summary of Attached rough draft 2027 budget table See Attachment #2



- Capital Improvement Projects: (summary of some of the anticipated larger projects):
 - Pleasant Charley Deep Subwatershed: Total Fund Budget Range : \$95,000-\$145,000
 - Carp mgnt. implémentation (Pleasant) \$15,000
 - Pleasant Shoreline /subshed partnerships \$20,000 - \$30,000
 - Lake Management partnerships projects /studies \$20,000 - \$50,000
 - Infrastructural planning /partnerships \$20,000 - \$30,000
 - Oxygenation system expanded dosing partnership \$20,000

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Summary of Attached rough draft 2027 budget table See Attachment #2



- Capital Improvement Projects: (summary of some of the anticipated larger projects):
 - Sucker Vadnais Subwatershed: Total Fund Budget Range : \$455,000 - \$565,000
 - E Vadnais subshed Resiliency partnership design andor projects \$250,000 - \$300,000
 - Resiliency technical work /planning \$25,000
 - City of Vadnais Heights environmental initiatives \$20,000
 - Trail project - Vadnais Blvd to County Road E study and or project partnerships - \$70,000
 - Vadnais-Sucker Lake Park ongoing restoration work \$5,000
 - Boundary Review and Inter-boundary partnership - \$30,000 - \$40,000
 - Park restoration technical work and partnership - \$5,000
 - Firestation /trailhead partnership planning and or project/interpretive educational - \$50,000 - \$100,000

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Summary of Attached rough draft 2027 budget table See Attachment #2



- **Programs (ongoing):**
 - Cost share (level 1/2 “traditional” and Groundwater conservation, soil health): \$140,000 – \$185,000
 - Public Ditch Maintenance, ongoing ditch main. and Technical work & assistance w/local partners & past project maintenance program: \$45,000 – \$60,000
 - Special studies /analysis (watershed modeling?) and local water planning : \$30,000 – \$40,000
 - Water quality monitoring and Project-based monitoring: \$28,000 – \$30,000
 - Education and Outreach and MS 4 partnerships – possible addition street sweep demo and /or interpretive activities as part of possible LCCMR project : \$56,000 - \$63,000

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Summary of Attached rough draft 2027 budget table See Attachment #2



- **Operations & Administration:** this identified amount (ranges) are driven in large part by the Board approved performance based salary adjustment policy, results of compensation analysis and updated employee benefits package. Larger budget items include:
 - Employee Payroll: \$537,310 – \$562,896 (assuming 5- 10%)
 - Employee Benefits: \$178,062 – \$186,541 (assuming 5-10%)
 - Engineering and technical assistance (unanticipated technical work): \$50,000
 - Office rent and related: \$35,544
 - Information systems (computers and technology): \$33,850
 - Audit: \$18,480 – \$20,160
 - Stormwater Utility assistance: \$22,500

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Summary of Attached rough draft 2027 budget table (continued) See Attachment #2



- Total initial budget expenditures (VLAWMO funding only) identified in attached rough draft 2027 budget table =
 - Low to Mid level estimate= \$2.65M
 - Very High Estimate = \$3.27M

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Summary of Attached rough draft 2027 budget table (continued) See Attachment #2



Income:

- Income identified in attached preliminary 2027 budget table is **\$1.49M** (which includes the VLAWMO Subcommittee preliminary recommendation for a 8% SSU increase for 2027)
- Identifies grant and local partnership income for brainstorming of **\$200,000 - \$295,000** (depending when project are constructed?) :
 - BWSR WBF grant (25-27): \$60,000 – \$80,000
 - Cost Share for 2025 program & CIP for 25-27 grant program (Apx. \$147,000 total for 3 years)
 - 319 MPCA grant implementation?: \$50,000 - \$80,000
 - NOC (319 grant partnership): \$20,000 - \$40,000
 - City /County /SPRWS for project partnerships: \$30,000 - \$40,000
 - MN DNR for Rotary CPL Grant: \$30,000 – \$35,000
 - BWSR communication grant : \$10,000 - \$20,000

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Summary of Attached rough draft 2027 budget table (continued) See Attachment #2



- **Fund Balances for year end 26 and 27:**
- 2025 Audit identified Fund Balance as of 12/31/25 = \$1.527M
- Range for Predicted Fund balance at year end 2026- (12/31/2026)= **Apx. \$1.1M- \$1.4M**
(Do not anticipate to spend entire 2026 budget due to project timing and partnerships uncertainty)
 - Minimum fund balance required per Board Policy(assume 35%) = **\$1,000,000**
- Range for Predicted Fund balance at year end 2027- (12/31/2027). (Do not anticipate to spend entire 2027 budget due to project timing and partnerships uncertainty)
 - **Apx. \$800,000 - \$1,300,000**
 - Minimum fund balance required per Board Policy(assume 35%)=\$929,212 - \$1,145,843

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Next Steps: Proposed 2027 Budget Planning and Development Schedule



March 31, 2026 - Subcommittee Discussion –long range project budget planning tables & rough draft 2027 budget table discussions

April 22, 2026 – Preliminary 2027 budget discussion /direction at the VLAWMO Board meeting

May 20, 2026 – Board Subcommittee + TEC member Meeting on draft 2027 budget - (Preliminary draft 2027 budget sent out to Board subcommittee + TEC member apx. one week before meeting)

June 17, 2026 – VLAWMO Board consideration of 2027 budget

Aug. 26, 2026 – VLAWMO Board consideration of storm sewer utility rates for 2027

Oct. 28, 2026 - VLAWMO Board consideration of storm sewer utility certification lists for 2027

Dec. 9, 2026 – Consider 2027 fund balances and 2027 “working” budget

Vadnais Lake Area Water Management Organization

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Requested Board Discussion/ Action



- Discussion on rough draft 2027 budget -**See Attachment #2**
 - Does the Board wish to provide direction regarding priorities to the Board Subcommittee Committee for their upcoming meeting ?
- **Proposed Motion:** Board authorizes the Subcommittee to review the draft 2027 budget materials and provide the full Board recommendation(s) at the June 17 meeting.

Vadnais Lake Area Water Management Organization

Table 4-5: VLAWMO Implementation Table

VI. A. 2. Attachment 1

ID	Action Description	Progress Toward Goals (Lists up to four)				Priority	Partners	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Administration - 100																	
Administration							\$180,000	\$185,000	\$191,000	\$197,000	\$203,000	\$209,000	\$215,000	\$221,000	\$228,000	\$235,000	
100	General Administration					C	N/A										
100	Office Space, Supplies, and Support					C	N/A										
100	Staff Training					C	N/A										
100	Equipment					C	N/A										
100	Office Operations					C	N/A										
VLAWMO Implementation Programs - 200							\$756,000	\$779,000	\$804,000	\$829,000	\$854,000	\$879,000	\$904,000	\$930,000	\$957,000	\$985,000	
VLAWMO Implementation Programs																	
200A	Aquatic Invasive Species Management Program	🟢	SWQ	OC		C	Counties, Member Communities, NOHOA, SPRWS	\$64,000	\$66,000	\$68,000	\$70,000	\$72,000	\$74,000	\$76,000	\$78,000	\$80,000	\$82,000
200B	Outreach, Education, and Community Engagement Program	🟢	GW	SWQ	OC	ESS	C	Member Communities, Counties	\$83,000	\$85,000	\$88,000	\$91,000	\$94,000	\$97,000	\$100,000	\$103,000	\$106,000
200C	Monitoring Program	🟢	WM	CEC	SWQ	GW	C	MPCA, SPRWS, County	\$89,000	\$92,000	\$95,000	\$98,000	\$101,000	\$104,000	\$107,000	\$110,000	\$113,000
200D	Capital Improvements - Early Coordination Program	🟢	SWQ	ESS	IPP	CR	C	Counties, Member Communities, NOHOA, SPRWS	\$30,000	\$31,000	\$32,000	\$33,000	\$34,000	\$35,000	\$36,000	\$37,000	\$38,000
200E	Regulatory and Policy Program	🟢	SWQ	SMS	WCA	IPP	C	Member Communities, Counties, MnDOT	\$90,000	\$93,000	\$96,000	\$99,000	\$102,000	\$105,000	\$108,000	\$111,000	\$114,000
200F	General Analysis and Technical Work Program	🟢	SWQ	ESS	CR	SMS	C	Member Communities, Counties	\$100,000	\$103,000	\$106,000	\$109,000	\$112,000	\$115,000	\$118,000	\$122,000	\$126,000
200G	VLAWMO Grants and Partnerships Program	🟢	NFH	ESS	GW	SWQ	C	Member Communities, Counties, Private Entities	\$149,000	\$153,000	\$158,000	\$163,000	\$168,000	\$173,000	\$178,000	\$183,000	\$188,000
200H	Operations and Maintenance Program	🟢	VF	PDS	SWQ		C	Member Communities, Counties	\$151,000	\$156,000	\$161,000	\$166,000	\$171,000	\$176,000	\$181,000	\$186,000	\$192,000
Project Technical Work (300) & Capital Improvement Projects (400)							\$205,000	\$85,000	\$90,000	\$30,000	\$50,000	\$100,000	\$100,000	\$70,000	\$80,000	\$25,000	
Birch Lake (301/401)																	
301A	Pretreatment BMP Technical Work	🟡	SWQ	SMS		I	Member Communities, Counties	\$5,000									
301B	Birch Lake Outlet Channel Technical Work	🟡	ESS	SWQ		B	Member Communities							\$25,000	\$15,000		
301C	Shoreline, Wetland, or Water Quality Partnership Technical Work	🟡	ESS	SWQ	NFH	I	Member Communities, BLID		\$20,000	\$5,000	\$5,000	\$25,000		\$20,000	\$20,000		
301D	Subwatershed Neighborhood Technical Work	🟡	SMS	SWQ		I	Member Communities, Private Entities	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	
301E	AIS Management	🟡	SWQ			C	Member Communities, BLID	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
301F	Sports Center Shoreline Technical Work and Project	🟢	ESS	SWQ	NFH	I	Member Communities		\$15,000		\$15,000						
301H	Future Subwatershed Technical Work	🟡	SWQ	SMS	GW	I	Member Communities, County, Private Entities					\$25,000					
401A	Pretreatment BMP (Upstream of Iron Enhanced Sand Filter)	🟢	SWQ	SMS	IPP	C	Member Communities, County	\$150,000		\$20,000		\$5,000	\$25,000				
401G	Rotary Park Restoration	🟢	NFH	SWQ	WCA	C	Member Communities	\$30,000	\$30,000	\$30,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
401H	Future Subwatershed Capital Improvement Projects	🟡	SWQ	SMS	GW	IPP	I	Member Communities, Counties					\$75,000				
Gem Lake (302/402)							\$10,000	\$10,000	\$30,000	\$35,000	\$160,000	\$10,000	\$20,000	\$35,000	\$145,000	\$45,000	
302A	Commercial Area Retrofit Technical Work	🟡	SMS	SWQ		B	Member Communities, County				\$25,000					\$25,000	
302B	Smart Irrigation and Groundwater Conservation	🟡	GW			B	Private Entities		\$20,000								
302C	Regional, Subwatershed, or Neighborhood BMPs	🟡	SWQ	SMS	NFH	CR	I	Member Communities, Private Entities	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
302D	Future Subwatershed Technical Work	🟡	SWQ	SMS	GW	I	Member Communities, Counties							\$25,000			
402A	Commercial Area Retrofit Project	🟡	SMS	IPP		I	Member Communities, Counties				\$150,000		\$10,000		\$10,000	\$10,000	
402D	Future Subwatershed Capital Improvement Projects	🟡	SWQ	SMS	GW	B	Member Communities, Counties								\$125,000		
Giiffilan-Tamarack-Black-Wilkinson-Amelia (303/403)							\$308,000	\$280,000	\$580,000	\$278,000	\$323,000	\$270,000	\$230,000	\$618,000	\$298,000	\$280,000	
303B	Small Watershed Technical Work (3rd 319 Small Watershed Grant)	🟡	SWQ			C	Member Communities, NOC, SPRWS, MPCA			\$50,000							
303C	Small Watershed Technical Work (4th 319 Small Watershed Grant)	🟡	SWQ			C	Member Communities, NOC, SPRWS, MPCA					\$20,000	\$50,000				
303D	Amelia Drainage Technical Work	🟡	SWQ	ESS		I	Member Communities, Counties, Private Entities				\$25,000						
303E	Wilkinson Lake Wetland Project Maintenance	🟢	NFH	WCA	SWQ	C	NOC	\$10,000	\$10,000	\$5,000	\$10,000	\$10,000	\$10,000	\$10,000	\$5,000	\$5,000	
303F	Local Partnership- Tamarack Nature Center	🟡	SWQ	NFH	WCA	I	County						\$50,000	\$50,000	\$50,000	\$50,000	
303G	Township /City BMP Retrofits	🟡	SMS	IPP		I	Member Communities Township		\$25,000		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	
303H	Cities/Township/NOHOA /NOC Partnership Water Quality /Groundwater Conservation Projects	🟡	GW	SWQ	ESS	I	Member Communities NOHOA, NOC	\$10,000	\$25,000	\$10,000	\$20,000	\$25,000	\$30,000	\$25,000	\$30,000	\$30,000	
303L	Future Subwatershed Technical Work	🟡	SWQ	SMS	GW	I	Member Communities, County, Private Entities					\$25,000	\$25,000				
403A	Small Watershed Projects (2nd 319 Small Watershed Grant Project)	🟢	SWQ			C	Member Communities, NOC, SPRWS, MPCA	\$113,000	\$50,000	\$20,000				\$20,000			
403B	Small Watershed Projects (3rd 319 Small Watershed Grant Project)	🟢	SWQ	ESS		C	Member Communities, NOC, SPRWS, MPCA				\$113,000	\$113,000	\$10,000		\$20,000	\$20,000	
403C	Small Watershed Projects (4th 319 Small Watershed Grant Project)	🟢	SWQ			C	Member Communities, NOC, SPRWS, MPCA							\$113,000	\$113,000	\$60,000	
403D	Amelia Drainage Project	🟢	SWQ	ESS		I	Member Communities, County, Private Entities					\$150,000	\$25,000		\$75,000	\$25,000	
403H	Cities/Township/NOHOA /NOC Partnership Water Quality /Groundwater Conservation Projects	🟡	GW	SWQ	ESS	I	Member Communities, NOHOA, NOC	\$50,000	\$50,000		\$100,000						
403I	Internal Loading /Alum Treatment (Wilkinson)	🟡	SWQ			I	NOC, MPCA			\$425,000	\$35,000			\$200,000			
403J	Internal Loading /Alum Treatment (Tamarack)	🟢	SWQ			C	Member Communities, MPCA				\$125,000					\$50,000	
403K	Water Reuse Project	🟢	GW			C	Township	\$125,000	\$125,000	\$25,000							
403L	Future Subwatershed Capital Improvement Projects	🟡	SWQ	SMS	GW	I	Member Communities, County, Private Entities							\$175,000			
Goose Lake (304/404)							\$135,000	\$80,000	\$125,000	\$150,000	\$25,000	\$70,000	\$25,000	\$75,000	\$175,000	\$0	

Table 4-5: VLAWMO Implementation Table

ID	Action Description	Progress Toward Goals (Lists up to four)				Priority	Partners	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
		Progress	Goal	Goal	Goal												
304A	Highway 61 Channel Restoration Technical Work	🟢	ESS	SWQ		I	Member Communities, Counties, MnDOT, Private Entity	\$20,000									
304B	Goose Lakes Regional BMP Partnership Technical Work	🟡	SWQ	SMS	NFH	I	Member Communities, Counties			\$15,000							
304C	Regional, Subwatershed, or Neighborhood BMPs	🟡	SWQ	SMS	NFH	CR	I	Member Communities, Counties, Private Entities	\$5,000		\$10,000	\$10,000	\$25,000		\$25,000		\$25,000
304D	City Street Partnership Projects	🟡	SMS	CEC		I	Member Communities, Private Entities	\$10,000			\$30,000		\$20,000				
304E	Future Subwatershed Technical Work	🟡	SWQ	SMS	GW	I	Member Communities, Counties								\$25,000		
404A	Highway 61 Channel Restoration Project	🟡	ESS	SWQ		C	Member Communities, Counties, MnDOT, Private Entity	\$50,000	\$30,000	\$50,000	\$60,000						
404B	Goose Lakes Regional BMP Partnership	🟡	SWQ	SMS		I	Member Communities	\$50,000	\$50,000	\$50,000	\$50,000		\$50,000		\$50,000		
404E	Future Subwatershed Capital Improvement Projects	🟡	SWQ	SMS	GW	I	Member Communities, County, Private Entities									\$150,000	
Lambert Creek (305/405)								\$510,000	\$495,000	\$300,000	\$455,000	\$540,000	\$525,000	\$360,000	\$115,000	\$220,000	\$380,000
305C	Water Quality / Wetland Project Technical Work	🟡	PDS	WCA	SWQ	I	Member Communities										
305D	Water Reuse Technical Work	🟡	GW			I	Member Communities, Counties					\$25,000					
305E	Green Streets Technical Work	🟢	SWQ	SMS		C	Member Communities, Counties	\$25,000								\$50,000	\$25,000
305F	Commercial Property Technical Work	🟡	SMS	SWQ		B	Member Communities, Counties, Private Entities				\$25,000						
305G	Resiliency Planning or Projects Technical Work	🟢	CR			C	Member Communities, Counties, SPRWS	\$30,000				\$80,000					
305H	Lambert Creek Drainage Partnership Technical Work	🟢	PDS	SWQ		I	Member Communities, Counties		\$25,000	\$25,000							
305I	Lambert Creek Operation and Maintenance	🟢	PDS	ESS	SWQ	C	Member Communities, Counties	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
305J	Municipality / City Street Project Partnership	🟡	SMS	SWQ	CEC	I	Member Communities, Counties, Private Entities	\$60,000	\$30,000		\$15,000	\$20,000	\$60,000	\$10,000	\$30,000	\$30,000	\$20,000
305K	Municipal Water Quality in Parks / Public Spaces	🟡	SWQ	NFH		I	Member Communities, Counties	\$10,000	\$25,000	\$20,000	\$30,000	\$20,000	\$10,000	\$25,000	\$20,000	\$20,000	\$30,000
305L	Groundwater Conservation Partnerships	🟡	GW			I	Member Communities, Counties	\$10,000	\$50,000		\$50,000						
305M	Future Subwatershed Technical Work	🟡	SWQ	SMS	GW	I	Member Communities, Counties				\$25,000					\$25,000	
405A	Whitaker Wetland Retrofit Project	🟡	WCA	SWQ	NFH	I	Member Communities, Counties, Township	\$100,000	\$20,000	\$10,000	\$125,000						
405B	Lambert Sheet Pile Debt Services	🟡	PDS			C	Member Communities, Counties, SPRWS	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000				
405C	Water Quality / Wetland Project	🟡	PDS	WCA	SWQ	I	Member Communities	\$20,000	\$40,000	\$40,000	\$20,000	\$30,000	\$20,000	\$40,000	\$40,000	\$40,000	\$20,000
405D	Water Reuse Project	🟡	GW			I	Member Communities, Counties					\$30,000	\$110,000		\$30,000	\$110,000	
405E	Green Streets Project	🟢	SWQ	SMS		C	Member Communities, Counties, Private Entities	\$100,000	\$150,000				\$150,000				
405F	Commercial Property Project	🟡	SMS	SWQ	IPP	B	Member Communities, Counties, Private Entities					\$175,000					
405G	Resiliency Plan or Projects	🟢	CR			I	Member Communities, Counties, SPRWS, Private Entities	\$100,000	\$100,000	\$50,000	\$10,000	\$10,000	\$250,000	\$10,000	\$10,000	\$10,000	\$10,000
405H	Lambert Creek Drainage Partnership Projects	🟡	PDS	SWQ		I	Member Communities			\$100,000	\$100,000		\$100,000				
405M	Future Subwatershed Capital Improvement Projects	🟡	SWQ	SMS	GW	I	Member Communities, County, Private Entities					\$125,000					\$150,000
Pleasant-Charley-Deep Lakes (306/406)								\$120,000	\$105,000	\$95,000	\$95,000	\$150,000	\$120,000	\$105,000	\$110,000	\$210,000	\$95,000
306A	Nutrient Management Partnership Project Technical Work	🟡	SWQ			I	Member Communities, Counties, SPRWS	\$20,000	\$25,000	\$10,000	\$20,000	\$50,000	\$20,000	\$25,000	\$10,000	\$10,000	\$20,000
306B	Carp Management	🟢	SWQ			C	SPRWS, NOHOA	\$30,000	\$10,000	\$5,000	\$5,000	\$30,000	\$30,000	\$10,000	\$5,000	\$5,000	\$5,000
306C	Lake Shoreline Management	🟢	ESS	NFH	SWQ	I	SPRWS, NOHOA	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
306D	Regional, Subwatersheds, or Neighborhood BMPs	🟡	SWQ	SMS	GW	CR	I	NOHOA, Member Communities SPRWS, Private Entities	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
306E	Infrastructure or Local Planning Technical Work	🟡	SMS	IPP		I	NOHOA, Member Communities SPRWS	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
306F	Oxygenation System Partnership and Technical Work	🟢	SWQ			B	SPRWS	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
306G	Future Subwatershed Technical Work	🟡	SWQ	SMS	GW	I	Member Communities, Counties								\$25,000		
406G	Future Subwatershed Capital Improvement Projects	🟡	SWQ	SMS	GW	I	Member Communities, Counties, Private Entities									\$125,000	
Sucker-East & West Vadnais Lakes (307/407)								\$240,000	\$210,000	\$90,000	\$70,000	\$345,000	\$120,000	\$160,000	\$40,000	\$125,000	\$205,000
307A	Resiliency Project Technical Work	🟢	CR			I	Member Communities Counties, SPRWS	\$25,000			\$25,000						
307B	Trail Restoration Technical Work	🟢	SWQ	NFH		I	Member Communities, Counties	\$20,000									
307C	Park Restoration Technical Work	🟡	NFH			I	Member Communities, Counties, SPRWS, Non-Profits	\$5,000								\$10,000	\$10,000
307D	City Street Project Partnership	🟡	SMS	SWQ	CEC	GW	B	Member Communities			\$50,000		\$50,000		\$50,000		
307E	City Environment Initiatives	🟡	GW	OC	NFH	B	Member Communities	\$20,000	\$10,000	\$15,000	\$20,000	\$20,000	\$20,000	\$10,000	\$15,000	\$15,000	\$20,000
307F	WMO Boundary Work	🟡				I	Member Communities, Counties, Watershed Districts	\$20,000									
307G	Future Subwatershed Technical Work	🟡	SWQ	SMS	GW	I	Member Communities, Counties									\$25,000	
407A	Resiliency Projects	🟢	CR	SWQ		C	Member Communities, Counties, SPRWS, Private Entities	\$150,000	\$150,000	\$25,000	\$25,000	\$250,000	\$50,000	\$100,000	\$25,000	\$25,000	\$25,000
407B	Trail Restoration Project	🟡	NFH	SWQ		I	Member Communities, Counties		\$50,000			\$25,000	\$50,000				
407G	Future Subwatershed Capital Improvement Projects	🟡	SWQ	SMS	GW	I	Member Communities, Counties, Private Entities										\$150,000
								\$2,464,000	\$2,189,000	\$2,275,000	\$2,139,000	\$2,650,000	\$2,303,000	\$2,119,000	\$2,214,000	\$2,418,000	\$2,230,000

Priority Level: C=Critical, I=Important, B=Beneficial
 Progress Toward Goals: Surface Water Quality (SWQ); Erosion of Shorelines and Streams (ESS); Water Monitoring (WM); Chloride and Emerging Contaminants (CEC); Groundwater and Drinking Water Quality & Groundwater Supplies and Conservation (GW); Outreach and Communication (OC); Public Drainage Systems (PDS); Infrastructure Partnership Projects (IPP); VLAWMO Facilities (VF); Climate Resiliency (CR); Wetland Conservation Act (WCA); Natural Features and Habitat (NFH); Stormwater Management Standards (SMS)

2027 Preliminary Rough Draft Budget- For April 22, 2026 VLAWMO Meeting

VLAWMO BUDGET		Approved 2026 "working" Budget	Preliminary rough Draft 2027 Budget	
EXPENSE				
3.1	Operations & Administration	\$997,796	\$923,522 - \$962,268	
3.110	Office	\$35,544		Page 75
3.120	Information systems	\$37,150		
3.130	Insurance	\$12,000		
3.141	Consulting - Audit	\$29,900		
3.142	Consulting - Bookkeeping	\$1,500		
3.143	Consulting - Legal	\$9,000		
3.144	Consulting - Eng. & Tech.	\$50,000		
3.150	Storm Sewer Utility	\$116,119		
3.160	Training - staff, board, TEC	\$18,000		
3.170	mileage and noticing	\$7,276		
3.191	Employee payroll	\$511,724		
3.192	Employee liability (benefits)	\$169,583		
3.2	Monitoring & Studies	\$108,000	\$58,000 - \$80,000	
3.210	Lake & creek program lab analysis	\$25,000		Page 75
3.220	Equipment	\$3,000		
3.230	Wetland assessment & management	\$0		
3.240	Water Planning and special studies	\$80,000		Page 75
3.3	Education & Outreach	\$45,000	\$56,000 - \$63,000	
3.310	Public Education	\$8,000		Page 75
3.320	Communication, Outreach and marketing	\$25,000		
3.330	Community Blue education grant	\$12,000		
3.4	Capital Improvement Projects	\$1,703,894	\$1,682,368 - \$2,163,568	
	<i>Subwatershed Activity</i>			
3.410	Gem Lake subwatershed	\$10,000	\$5,000 - \$10,000	Page 72
3.420	Lambert Creek subwatershed (Does NOT Include Debt Service)	\$455,000	\$320,000 - \$380,000	Page 72
3.421	Lambert Pond Project Loan Debt Service	\$38,568	\$38,568	Page 72
3.425	Goose Lake subwatershed	\$40,000	\$48,800 - \$60,000	Page 73
3.430	Birch Lake subwatershed	\$122,500	\$125,000 - \$200,000	Page 73
3.440	Gilfillan Black Tamarack Wilkinson Amelia sub	\$383,000	\$335,000 - \$410,000	Page 73
3.450	Pleasant Charley Deep subwatershed	\$115,000	\$95,000 - \$145,000	Page 74
3.460	Sucker Vadnais subwatershed	\$291,000	\$455,000 - \$565,000	Page 74
3.48	<i>Programs</i>			
3.481	Soil Health Grant	\$40,530	\$20,000 - \$35,000	
3.482	Landscape 1 - cost-share	\$61,558	\$40,000 - \$60,000	
3.483	Landscape 2	\$91,738	\$80,000 - \$90,000	Page 75
3.484	Project research and MS 4 partnership work	\$5,000	\$5,000	
3.485	Maintenance and operations (Facilities maintenance & Ditch maintenance)	\$50,000	\$45,000 - \$60,000	Page 75
3.5	Regulatory	\$5,000	\$5,000	
3.510	Engineering plan review	\$5,000	\$5,000	
	Total budget	\$2,859,690	\$2,654,890 - \$3,273,836	Page 76
	INCOME			
5.1				
5.11	Storm Sewer Utility	\$1,335,000	\$1,441,800	Page 76
5.12	Fees for Service	\$1,000	\$1,000	
5.13	Interest	\$30,000	\$40,000	
5.14	Misc. income - WCA admin grant	\$3,000	\$8,000	
	Total VLAWMO income	\$1,369,000	\$1,490,800	
5.15	TOTAL- 2026 Other funding sources - grants, partnerships	\$180,000	\$200,000 - \$295,000	

BWSR WBF 25 - 27	\$60,000	\$60,000 - \$80,000	Page 76
Proposed MPCA 319 Wilkinson Lake BMP	\$50,000	\$50,000 - \$80,000	
NOC	\$20,000	\$20,000 - \$40,000	
County /City /SPRWS	\$20,000	\$30,000 - \$40,000	
BWSR communication		\$10,000 - \$20,000	
DNR CPL Rotary	\$30,000	\$30,000 - \$35,000	
Range for predicted fund balance at end of 2026 & 2027	Apx. \$1,100,000- \$1,400,000	Apx. \$800,000- \$1,300,000	Page 77
Minimum fund balance required per Board Policy (assume 35% of total general fund budget)	\$1,000,000	\$929,212 - \$1,145,843	Page 77

To: VLAWMO Board
From: Phil Belfiori and Lauren Sampedro
Date: April 15, 2026
Re: **VI. B. 1. Consider Partnership with City of Vadnais Heights on Fire Station Design Services for Trail Connection**

Introduction

VLAWMO and the City of Vadnais Heights (City) are seeking VLAWMO Board approval of a Memorandum of Understanding (MOU) for partnership of design services of a native plant line trail system on the Vadnais Heights City Hall /Fire Station campuses.

Background

The City is planning to redevelop the Fire Station campus located near County Road E and Arcade Street. As part of this redevelopment project, the City is proposing a native plant-lined trail connection that would extend from County Road E, through the new Fire Station parking lot, and then to the currently recommended LCCMR project area behind City Hall. The trail includes natural resources enhancements and native plants, educational and recreational amenities for the community, and water quality practices. The design of this trail system through the campus will require additional professional services beyond those associated with the standard site development designs for the redeveloped Fire Station. The City is interested in partnering with VLAWMO on this design work for the proposed trail, as it advances the goals of both organizations.

VLAWMO and the City drafted a MOU (**attachment 1**) to partner on the design services related to the native plant lined trail system. The MOU identifies the City and VLAWMO will equally share (50/50) the estimated design costs of \$56,340, and that the City will invoice VLAWMO for reimbursement not to exceed \$28,170. City staff will coordinate the consultant's development of the design and be responsible for the overall management and oversight of the design process.

This Fire Station redevelopment project partnership was incorporated into the 2026 working budget at the December 10, 2026 Board meeting including language approving the budget for this partnership with the City of Vadnais Heights Fire Station design and/or implementation work (in addition to the already approved 2026 budget for the resiliency project).

The draft MOU is attached for Board consideration. City staff also provided a more detailed project description and estimate of the total cost, which is attached to the MOU. It is anticipated that the City of Vadnais Heights City Council will be considering this MOU at the April 21, 2026 meeting.

Staff Recommendation

VLAWMO staff recommend the Board of Directors approve the attached MOU and authorize its execution with the City of Vadnais Heights.

Proposed Motion

It was moved by Director _____ and seconded by Director _____ to approve the attached MOU with the City of Vadnais Heights with any non-material changes and on advice of counsel, and to authorize the Board Chair and Administrator to sign.

Attachments:

1. MOU between VLAWMO and the City of Vadnais Heights
2. Project description and cost estimate from City of Vadnais Heights

**Memorandum of Understanding Between
City of Vadnais Heights
and Vadnais Lake Area Watershed Management Organization
Regarding Design of a Native Plant Lined Trail**

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

WHEREAS, The City is redeveloping the Fire Station campus located near County Road E and Arcade Street and seeks to incorporate design elements including improvements to water quality, natural resources , and community engagement; and the City desires to design a native plant–lined trail corridor (“**Project**”) connecting County Road E, the Fire Station site, and the LCCMR-recommended project area located behind City Hall, which will provide water quality benefits, enhance natural resources, and create an educational and recreational amenity for the community; and

WHEREAS, The design of the Project requires additional professional services beyond those associated with standard site development; and

WHEREAS, The Project may also result in the design of additional Best Management Practices if such structures are feasible, complimentary to the goals of the Project and both organizations; and

WHEREAS, The City and VLAWMO mutually desire to partner in the design of these Project improvements as part of the Fire Station redevelopment project; and

WHEREAS, The City staff has developed a cost estimate in consultation with their consultants BKV Group and Stantec to complete design services for the Project as defined in Attachment 1); and

WHEREAS, The cost estimate specified by the City is \$56,340, which will be paid through a cost split 50/50 between VLAWMO and the City which will be paid by the City and the City will invoice VLAWMO for reimbursement not to exceed the \$28,170; and

WHEREAS, The City Council approve the scope of work for the Project at its meeting on April 21, 2026; and

WHEREAS, the parties wish to clearly define their respective roles in the development of construction ready design documents for this Project.

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

1. City Responsibilities. The City agrees to do each of the following:
 - a. Serve as the project lead and coordinate the consultant’s development of the design.
 - b. Provide overall management and oversight of the design process.
 - c. Enter into and administer the professional services agreement with the consultant.

- d. Pay all consultant invoices and maintain records of project costs.
 - e. Invoice VLAWMO periodically for reimbursement of its share of eligible professional services costs.
 - f. Schedule coordination meetings with VLAWMO staff, as needed, to ensure collaboration and alignment on project deliverables.
 - g. Share design documents, drafts, and final deliverables with VLAWMO in a timely manner.
2. VLAWMO Responsibilities. VLAWMO agrees to do the following:
 - a. Provide funding for 50% of eligible professional services costs associated with the design, not to exceed \$28,170.
 - b. Reimburse the City within sixty (60) days of receipt of an invoice for eligible costs.
 - c. Participate in project meetings and provide input during the design process.
 - d. Provide available data, technical assistance, and timely review of design materials.
 - e. Assist, as appropriate, with stakeholder communication and public engagement related to watershed, habitat, and water quality benefits of the project.
 3. Use of Design Materials. All plans, documents, and materials produced in whole or in part under this MOU shall be considered public and may be used by either party without restriction. Neither party shall seek to restrict the use of such materials through copyright or other limitations. Both parties retain the right to use all work products, including data, reports, and design documents, for future projects and related purposes.
 4. Project Implementation. Participation in this MOU and the design of the project does not obligate either party to fund or participate in construction or implementation. Any future partnership for construction or implementation shall be subject to a separate agreement approved by both parties.
 5. Project Owner Responsibility. The City assumes full and sole responsibility for the design service deliverables as well as the installation, maintenance, and management of the Project on the City's Property if any or all parts of the design is implemented.
 6. Term. This MOU shall become effective upon execution by both parties and shall remain in effect until completion of the design services and full reconciliation of project costs, unless terminated earlier as provided herein.
 7. Termination. Either party may terminate this MOU for any reason upon thirty (30) days written notice to the other party. In the event of termination, VLAWMO shall reimburse the City for its share of all eligible costs incurred prior to the effective date of termination.
 8. Entire Agreement; Amendments. This MOU constitutes the entire agreement between the parties regarding the subject matter herein. Any amendments must be in writing and executed by both parties.

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

City of Vadnais Heights

**Vadnais Lake Area Watershed
Management Organization**

Mayor

Chairperson

Administrator

Administrator

Date: _____

Date: _____

Kevin P. Watson
City Administrator

651.204.6010 *Phone*
651.204.6100 *Fax*
kevin.watson@cityvadnaisheights.com



The City of Vadnais Heights
800 East County Road E
Vadnais Heights, MN 55127

Attachment 1

Proposal for design of stormwater BMPs on the Vadnais Heights City Hall Fire Station campuses:
Native plant corridor and consideration of additional best management practices (BMPs)

The City of Vadnais Heights is proposing a native plant-lined trail connection in concert with the Fire Station redevelopment project. The proposed trail would go from County Road E, through the new Fire Station parking lot, and extend to the currently recommended LCCMR project behind City Hall. The trail may include a suite of additional BMPs. The City is interested in partnering with VLAWMO on this project, as it advances the goals of both organizations including:

Water Quality Improvement and Stormwater Management

The incorporation of native plantings along the proposed trail corridor will enhance infiltration, help to reduce surface runoff, and filter pollutants such as phosphorus, sediment, and road salt. Given the proximity to the proposed LCCMR regional project—designed to improve water quality, protect drinking water, and enhance the natural resources in the area—this vegetated corridor would act as a functional extension of the project and planned stormwater BMPs, increasing their overall effectiveness.

Natural Resources Enhancement and Protection

The project would establish a continuous corridor of native habitat that would enhance the natural resources around City Hall. Native plants provide food and shelter for pollinators, birds, and other wildlife, helping to counteract habitat fragmentation common in urban and suburban settings. By linking County Road E to the naturalized LCCMR project area, the trail creates a small but meaningful ecological connection that supports biodiversity and aligns with regional conservation priorities.

Community Engagement and Environmental Education

The proposed trail and BMPs offer a highly visible, accessible demonstration of sustainable landscaping and water resource stewardship. It may include interpretive/educational signage and wayfinding opportunities that will encourage public interaction with natural areas, and increase public awareness of watershed issues, stormwater management practices, and the importance of native vegetation. The proximity to City Hall and the Fire Station further enhances its role as a civic showcase for environmental leadership. Furthermore, it increases VLAWMO's visibility and may help to increase public awareness of and engagement with VLAWMO initiatives.

Green Infrastructure and Climate Resilience

The proposed project will reduce existing impervious surface areas and incorporate landscaping resistant to drought conditions. Native plant systems are more resilient to local climate conditions, require less irrigation and maintenance once established, and are better adapted to extreme weather

April 13, 2026

variability. By reducing impervious surface area and therefore reducing localized flooding, the corridor contributes to broader climate resilience goals within the watershed.

Additional Stormwater Benefits

As part of the design process, additional stormwater BMP design elements may be added to the scope of the project to increase water quality benefits.

City Estimate of Total Costs

The City staff has developed this cost estimate in consultation with their consultants BKV Group and Stantec to complete design services for the Project including civil, landscape, and architectural services, as well as signage and stormwater bmp design services for the project totaling \$56,340. The City would like to partner with VLAWMO on the landscaping, educational, and stormwater bmp services for the Project in the amount of \$28,170.

Sincerely,

The City of Vadnais Heights



Kevin P. Watson
City Administrator

April 13, 2026

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To: VLAWMO Board of Directors

From: Phil Belfiori and Dawn Tanner

Date: April 15, 2026

Re: VI. B. 2.: Consider Wilkinson 319 project phase 2 easement documents and Engineering scope from HEI for project design services

Since the February regular VLAWMO Board meeting, the Phase 2, 319, small, priority watershed project development and document finalization has continued. The grant contract with the MPCA for the project that was brought to the February meeting was fully executed on March 3, 2026.

VLAWMO staff have continued working with partners to prepare documents for the project.

- **Memorandum of Understanding and Maintenance Agreement (MOU):** The fully executed MOU was returned to NOC following the February VLAWMO Board meeting.
- **Project Design:** HEI continued to revise and update the draft design to support completion of the project easement. That work has now been completed. At VLAWMO's request, HEI has prepared a scope for engineering work for continued design through bidding on the project in the amount of \$98,840. That scope is attached in the packet. Once the scope is authorized, project work will transition to the grant. Approval has been received from the MPCA project manager and program coordinator. Consistent with the project MOU, NOC has also reviewed the engineering scope and provided their support for continuing project development with HEI.
- **Temporary (construction) Easement and Temporary Extended (maintenance) Easement Agreement:** The draft project easement has been included in the April 22 Board meeting packet. At the time of drafting of this memo, this Draft easement has been signed by NOC and is awaiting signature by MLT. Staff will provide an update on MLT signing the document at the Board meeting.

Staff Recommendation: VLAWMO staff recommends Board take the following actions regarding the Wilkinson Project Phase 2:

1. Approve and authorize VLAWMO staff to move forward and sign the contract between HEI and VLAWMO for engineering services for \$98,840 with non-materials changes and upon advice of counsel;
2. Authorize a 15% contingency (\$14,826) for the VLAWMO Administrator to approve if unforeseen changes occur;
3. Requests that VLAWMO staff continue working with HEI to proceed with development of the Wilkinson BMP Project.

4. Approve and authorization for the Board to sign the attached project easement and authorize staff to provide the fully executed easement to VLAWMO's attorney for filing with Ramsey County.

Proposed Board Motion

Director _____ moves and Director _____ Seconds to take the following actions regarding the Wilkinson Project Phase 2:

1. Approves and authorizes VLAWMO staff to move forward and sign the contract between HEI and VLAWMO for engineering services for \$98,840 with non-materials changes and upon advice of counsel;
2. Authorize a 15% contingency (\$14,826) for the VLAWMO Administrator to approve if unforeseen changes occur;
3. Requests that VLAWMO staff continue working with HEI to proceed with development of the Wilkinson BMP Project;
4. Approves and authorizes for the Board to sign the attached project easement and authorize staff to provide the fully executed easement to VLAWMO's attorney for filing with Ramsey County.

Attachments:

1. PowerPoint
2. HEI engineering scope and contract:
https://www.vlawmo.org/download_file/1658b43b-5818-4bb3-a69a-47a6d88a1bca/9
3. Project easement: https://www.vlawmo.org/download_file/7af0c3f2-8eb3-45ee-9b31-367b5ab8ec5d/9

VI. B. 2.

Attachment 1

Consider Wilkinson 319 project phase 2
easement documents and Engineering scope/contract
from HEI for project design services



1

Background: Phase 2 Project

- Since the February Board meeting:
 - Grant contract with the MPCA was fully executed on March 3, 2026
 - VLAWMO staff continued working with partners to prepare documents for the project

2

Background: Supporting Documents and Status

- **Memorandum of Understanding and Maintenance Agreement (MOU):**
Fully executed MOU returned to NOC following the February Board meeting
- **Conceptual Project Design:** HEI continued to revise the draft design to support completion of the project easement. HEI prepared a scope for engineering work for continued design through bidding in the amount of \$98,840 (attached). Consistent with project MOU, NOC reviewed the scope and provided their support.
- **Temporary (construction) Easement and Temporary Extended (maintenance):**
Draft project easement in in the packet. At the time of packet preparation, draft easement has signed by NOC and awaiting signature by MLT. Staff will provide an update on MLT signing the document at the Board meeting.

3

Requested Action: Motion

Director _____ moves and Director _____ seconds to take the following actions regarding the Wilkinson Project Phase 2:

1. Approve and authorize VLAWMO staff to move forward and sign the contract between HEI and VLAWMO for engineering services for \$98,840 with non-materials changes and upon advice of counsel;
2. Authorize a 15% contingency (\$14,826) for the VLAWMO Administrator to approve if unforeseen changes occur;
3. Request that VLAWMO staff continue working with HEI to proceed with development of the Wilkinson BMP Project;
4. Approve and authorize the Board to sign the project easement and authorize staff to provide the fully executed easement to VLAWMO's attorney for filing with Ramsey County.

4