

## VLAWMO TECHNICAL COMMISSION MEETING

**8:15 AM December 10, 2025**

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

### Action items: ❄️

- I. Call to Order – 8:15am – Chair Ousky
- II. Approval of Agenda ❄️ Pg. 2
- III. Approval of Minutes (November 12, 2025) ❄️
- IV. Administration & Operations - Phil
  - A. Financial Report for December and Consider Authorization for Payment ❄️ Pg. 7
  - B. December TEC Report to the Board ❄️ Pg. 14
- V. Programs – Angela, Lauren
  - A. Watershed Awards Nomination Process Pg. 15
  - B. Get Gritty Campaign Update Pg. 15
  - C. Grant Program Website and Signage Updates Pg. 16
  - D. White Bear Lake Sports Center Project and BWSR WBIF Program Update Pg. 16
- VI. Projects – Dawn
  - A. WMP Update and Recommendation of Formal Review Response Table ❄️ Pg. 17
  - B. Oak Knoll Pond Technical Memo Update ❄️ Pg. 18
- VII. Commissioner Reports
- VIII. NOHOA
- IX. Ramsey Soil & Water Conservation Division
- X. St. Paul Regional Water Services
- XI. Public Comment
- XII. Next meetings: TEC: January 7, 2025; Board Meeting: December 10, 2025 (tonight)
- XIII. Adjourn ❄️

### Upcoming Events: Visit [vlawmo.org/events](https://vlawmo.org/events)

Smart Salting for Community Leaders Workshop  
Application deadline for MN Water Stewards

December 3<sup>rd</sup>  
December 15<sup>th</sup>

**Vadnais Lake Area Water Management Organization  
Technical Commission (TEC) Minutes  
November 12, 2025  
Vadnais Heights City Hall, Council Chambers  
800 County Road E East, Vadnais Heights, MN 55127**

**Commission Members Present:**

Nick Ousky	Vadnais Heights (VH)
Gloria Tessier	Gem Lake (GL)
Susan Miller	North Oaks (NO)
Tom Hoffman	City of Lino Lakes (LL)
Jami Philip	White Bear Township (WBT)
Terry Huntrods	City of White Bear Lake (WBL)

**Absent:** None.

**Others in attendance:** Phil Belfiori, Brian Corcoran, Dawn Tanner, Lauren Sampedro, Angela Hugunin (VLAWMO staff); Jeremy Erickson (SPRWS); Ed Shapland (WAV).

**I. Call to Order**

Chair Ousky called the meeting to order at 8:15 am.

**II. Approval of Agenda**

It was moved by Commissioner Miller and seconded by Commissioner Philip to approve the November 12, 2025 TEC agenda as presented. Vote: all aye. Motion passed.

**III. Approval of Minutes (October 8, 2025)**

It was moved by Commissioner Miller and seconded by Commissioner Philip to approve the October 8, 2025 meeting minutes as presented. Vote: all aye. Motion passed.

**IV. Administration & Operations**

**A. November Financial Report and Consider Authorization for Payment**

Administrator Belfiori summarized the November financial statement as included in the TEC packet. He listed the main expenses of the month, which included expenses for engineering work for the feasibility of a potential phase two project through the 319 grant, Minnesota Watersheds annual lobbying dues, storm sewer utility work to review historic wetland parcels and associated charges, the loan payment for the Lambert sheet pile weir, the Rotary Park wetland restoration project, phase three of the Tamarack alum project, and maintenance work for ongoing projects.

Staff recommended approval of the financial report for November.

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

## **V. Programs**

### **A. Highlights from October Outreach Activities**

Hugunin provided an overview of outreach activities that occurred over the past month. She shared that staff co-hosted an Autumn Water Social with the City of Vadnais Heights at Big Wood Brewery. She said it was an open house-style event to connect with people who haven't interacted with VLAWMO or the City before. The additional goal of the event was to gain input on the City of Vadnais Heights' flooding map for its resiliency study. Hugunin shared there was a deeper level of engagement on the map at this event compared with previous outreach events.

Hugunin stated the Autumn Water Social also involved other partners including Ramsey-Washington Metro Watershed District, Get the Lead Out MN, and the Vadnais Heights Green Team, which laid some foundations for future relationship building.

Commissioner Miller asked if the Social was held in the same location as one of the known flooding areas in the City. Hugunin confirmed.

Hugunin explained that the second WAV meeting of the year occurred last month, which focused on a reflection of the activities from 2025 and goal setting for 2026. One of the planning topics was a lake cleanup event that occurred on November 8<sup>th</sup> at the Vadnais-Sucker Lake Regional Park. Hugunin shared the cleanup event had the highest number of participants that VLAWMO has seen for a cleanup.

Commissioner Miller added that a County commissioner participated in the cleanup.

Hugunin also highlighted that a new program model for the Minnesota Water Stewards program was released for 2026 and information sessions regarding the program are coming up. She asked the TEC to share the program with anyone who may be interested and send them to her for more information.

## **VI. Projects**

### **A. Tamarack Lake Aquatic Vegetation Survey Report Received**

Tanner shared that the Tamarack Lake aquatic vegetation survey that was completed this summer is one metric that staff are using to determine how the alum treatment project is working. A pre-survey report was completed in 2022, and a follow up survey was completed in

July 2025. She stated that changes to aquatic vegetation have already been observed since the 2022 survey. She shared that additional species were found in the survey since 2022 and the Secchi disk readings have improved. The species count went from four to six different species, and the plants increased from being present at 29% (six of 21 points) in 2022 to 52% (11 of 21 points) in 2025. She highlighted some of the species that were found and stated that as the alum treatment work continues, staff will continue to work with RCSWCD to survey aquatic vegetation to observe how the lake system is responding.

Commissioner Miller asked what kind of Secchi disk reading VLAWMO would like to see in a shallow lake. Tanner answered that a one-meter average depth is the goal determined by MPCA for shallow lakes.

#### B. Wilkinson DWW Transplant Results to Date and Notification of Phase 1 Project Grant Closure Update

Tanner presented results of the transplant work that has occurred for the Wilkinson Lake deep-water wetland project. She said that the MN DNR requests that source lakes for permitting are sourced as close as possible to the target transplant waterbody and that they are required not to be infested with invasive species. Staff worked with MN DNR for approval of Gem Lake as the source lake. She described the transplant timeline including a trial run that was completed in the summer of 2024 where plug planting and a “cooler dump” planting methods were tested. Subsequent transplant efforts were completed in late summer 2024 and the summer of 2025.

Tanner shared that 13 aquatic vegetation species were transplanted from Gem Lake into Wilkinson Lake. A plant survey was completed this summer that detected eight of the 13 species that were transplanted. Actual species survival may be higher, but at least 62% of the species have been detected so far on survey following transplanting. She said that, in addition to this, three additional plant species were detected in the wetland that were not transplanted from the source lake. She stated there is overall a high diversity of plants so far, and the vegetation will continue to be monitored in 2026 in partnership with RCSWCD.

#### C. Scopes for Ongoing Projects and Maintenance in 2026

Tanner presented several scopes of work and contracts that are planned for 2026. She summarized the content of each contract.

The first proposed contract is for Ramsey County Soil and Water Conservation Division work on lake surveys for Deep Lake and Pleasant Lake to see how the vegetation has rebounded from work under the carp removal program. Tamarack and Wilkinson Lake will also be re-surveyed. The contract total ranges from \$7,000-9,485 depending on total field work hours.

The second proposed scope is from Natural Shore Technologies for the maintenance of several past VLAWMO partnership projects listed in the TEC packet.

The third scope is from Natural Shore Technologies for enhancing the Wilkinson Lake deep-water wetland work, focusing on the removal of invasive species adjacent to the deep-water wetland and with advance woody invasive species removal that will support construction of the potential phase 2 project. The contract total is \$5,000.

The last contracts are for Carp Solutions for continued carp removal work totaling \$9,930 and for Barr Engineering to analyze five years of completed sampling of phytoplankton on East Goose Lake totaling \$7,000.

She requested a recommendation to the Board for approval of the contracts provided in the packet.

It was moved by Commissioner Miller and seconded by Commissioner Huntrods to recommend the contracts provided in the packet for services from RCSWCD, Natural Shore Technologies, Carp Solutions, and Barr Engineering to the Board for approval.

## **VII. Commissioner Reports**

None.

## **VIII. NOHOA**

None.

## **IX. Ramsey Soil & Water Conservation Division (RCSWCD)**

None.

## **X. St. Paul Regional Water Services**

None.

## **XI. Public Comment**

Ed Shapland complimented Angela Hugunin and staff on the lake cleanup event that occurred over the weekend both for their work on the cleanup and for publicizing the event. He stated it was a great turnout this year.

Chair Ousky asked if a new method was done to publicize the event. Hugunin responded that physical flyers were put up at local parks, which seem to have made a difference.

## **XII. Next Meetings**

TEC meeting: December 10, 2025 at 8:15 am; Board meeting: December 10, 2025 at 7:00 pm.

## **XIII. Adjourn**

It was moved by Commissioner Miller and seconded by Commissioner Philip/Huntrods to adjourn the meeting at 8:44 am. Vote: all aye. Motion passed.

DRAFT

# VLAWMO Finance Summary: December 2025

Dec-25		Actual 12/1/25	Actual to Date	2025 Budget (June 2024 Board Approved)	Carry over from 2024 to 2025	Remaining in Budget	2025 Available (Dec. 2024 Board approved)	Act vs. Budget
BUDGET #	INCOME							
5.11	Storm Water Utility		\$651,606	\$1,202,703	\$0	\$551,097	\$1,202,703	54%
5.12	Service Fees			\$1,000	\$0	\$1,000	\$1,000	0%
5.13	Interest + mitigation acct	\$3,031	\$54,510	\$30,000	\$0	(\$24,510)	\$30,000	182%
5.14	Misc. income - WCA admin & other		\$7,058	\$3,000	\$0	(\$4,058)	\$3,000	235%
5.15	Other Income Grants/ <u>loan</u>	\$1,800	\$101,621	\$238,960	\$0	\$137,339	\$238,960	43%
5.16	Transfer from reserves			\$1,180,708	\$180,796	\$1,361,504	\$1,361,504	0%
	TOTAL	\$4,831	\$814,795	\$2,656,371	\$180,796	\$2,022,372	\$2,837,167	31%
EXPENSES								
3.1	Operations & Administration							
3.110	Office - rent, copies, post tel supplies	\$2,199	\$26,814	\$33,851	\$0	\$7,037	\$33,851	79%
3.120	Information Systems	\$1,697	\$13,179	\$33,850	\$0	\$20,671	\$33,850	39%
3.130	Insurance	\$213	\$9,906	\$12,000	\$0	\$2,094	\$12,000	83%
3.141	Consulting - Audit		\$14,316	\$23,000	\$0	\$8,684	\$23,000	62%
3.142	Consulting - Bookkeeping		\$514	\$1,500	\$0	\$986	\$1,500	34%
3.143	Consulting - Legal	\$2,180	\$4,700	\$8,000	\$0	\$3,300	\$8,000	59%
3.144	Consulting - Eng. & Tech.	\$6,809	\$34,265	\$50,000	\$0	\$15,735	\$50,000	69%
3.150	Storm Sewer Utility		\$14,476	\$22,500	\$0	\$8,024	\$22,500	64%
3.160	Training (staff/board)		\$8,108	\$18,000	\$0	\$9,892	\$18,000	45%
3.170	Misc. & mileage	\$94	\$2,936	\$7,276	\$0	\$4,340	\$7,276	40%
3.191	Administration - staff	\$36,419	\$463,535	\$470,287	\$13,165	\$19,917	\$483,452	96%
3.192	Employer Liability	\$11,834	\$143,384	\$144,579	\$0	\$1,195	\$144,579	99%
3.2	Monitoring and Studies							
3.210	Lake and Creek lab analysis		\$21,743	\$18,000	\$3,000	(\$743)	\$21,000	104%
3.220	Equipment		\$53	\$3,000	\$0	\$2,947	\$3,000	2%
3.230	Wetland assessment & management			\$10,000	\$0	\$10,000	\$10,000	0%
3.240	Watershed planning /special study	\$11,274	\$109,632	\$150,000	\$0	\$40,368	\$150,000	73%
3.3	Education and Outreach							
3.310	Public Education		\$3,347	\$6,000	\$0	\$2,653	\$6,000	56%
3.320	Comm., Outreach & Marketing	\$1,172	\$6,494	\$20,000	\$5,000	\$18,506	\$25,000	26%
3.330	Community Blue Ed Grant			\$12,000	\$0	\$12,000	\$12,000	0%
Total Core functions: Ops, Monitoring, Education		\$73,891	\$877,402	\$1,043,843	\$21,165	\$187,606	\$1,065,008	82%
Capital Improvement Projects and Programs								
3.4	Subwatershed Activity							
3.410	Gem Lake			\$25,000	\$0	\$25,000	\$25,000	0%

<b>3.420</b>	Lambert Creek			\$160,000	\$0	\$160,000	\$160,000	0%
<b>3.421</b>	Lambert Lake Loan		\$38,568	\$38,568	\$0	\$0	\$38,568	100%
<b>3.425</b>	Goose Lake	\$12	\$1,612	\$75,000	\$0	\$73,388	\$75,000	2%
<b>3.430</b>	Birch Lake	\$32,751	\$65,472	\$70,000	\$0	\$4,528	\$70,000	94%
<b>3.440</b>	Gilf Black Tam Wilk Amelia	\$273	\$135,735	\$375,000	\$100,000	\$339,265	\$475,000	29%
<b>3.450</b>	Pleasant Charley Deep	\$1,000	\$51,067	\$150,000	\$0	\$98,933	\$150,000	34%
<b>3.460</b>	Sucker Vadnais		\$45,406	\$250,000	\$0	\$204,594	\$250,000	18%
<b>3.48</b>	<b>Programs</b>							
<b>3.480</b>	Soil Health Grant		\$12,559	\$20,000	\$4,524	\$11,965	\$24,524	51%
<b>3.481</b>	Landscape 1		\$1,192	\$50,000	\$26,900	\$75,708	\$76,900	2%
<b>3.482</b>	Landscape 2/BWSR WBF	\$44,792	\$159,776	\$80,000	\$28,207	(\$51,569)	\$108,207	148%
<b>3.483</b>	Project Research & feasibility			\$5,000	\$0	\$5,000	\$5,000	0%
<b>3.485</b>	Facilities Maintenanc/ Pub. Ditch Main.		\$29,636	\$70,000	\$0	\$40,364	\$70,000	42%
<b>3.5</b>	<b>Regulatory</b>							
<b>3.510</b>	Engineer Plan review		\$270	\$5,000	\$0	\$4,730	\$5,000	5%
	<i>Total CIP &amp; Program</i>	\$78,828	\$541,293	\$1,373,568	\$159,631	\$991,906	\$1,533,199	35%
	<b>Total of Core Operations &amp; CIP</b>	<b>\$152,719</b>	\$1,418,695	\$2,417,411	\$180,796	<b>\$1,179,512</b>	\$2,598,207	<b>55%</b>

Fund Balance		11/1/2025	12/1/2025
4M Account		\$766,413	\$539,144
4M Plus Savings		\$261,891	\$262,739
Total		\$1,028,304	\$801,883

Restricted funds		12/1/2025
Mitigation Savings		\$0
Term Series		\$300,000



# Vadnais Lake Area Water Management Organization

## Check Detail

10:28 AM

12/03/2025

November 13 through December 10, 2025

	Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
	Check	eft	11/19/2025	Reliance Standard		Checking - 1987		-428.30
					Insurance Benefit		-428.30	428.30
TOTAL							-428.30	428.30
	Check	6085	12/10/2025	Dawn Tanner		Checking - 1987		-4.20
					3.170 · Misc. & mileage		-4.20	4.20
TOTAL							-4.20	4.20
	Check	6087	12/10/2025	Angela Hugunin		Checking - 1987		-58.22
					3.170 · Misc. & mileage		-58.22	58.22
TOTAL							-58.22	58.22
	Check	6088	12/10/2025	Brian Corcoran		Checking - 1987		-31.50
					3.170 · Misc. & mileage		-31.50	31.50
TOTAL							-31.50	31.50
	Check	6089	12/10/2025	carp solutions		Checking - 1987		-1,000.00
					3.450 · Pleasant Charley Deep		-1,000.00	1,000.00
TOTAL							-1,000.00	1,000.00
	Check	6090	12/10/2025	Metro - Inet		Checking - 1987		-1,697.00
					IT Support		-1,697.00	1,697.00
TOTAL							-1,697.00	1,697.00
	Check	6091	12/10/2025	Barr Engineering Co		Checking - 1987		-2,687.50
					3.240 · Watershed Plan Amendment		-2,368.00	2,368.00
					3.425 · Goose Lake		-12.00	12.00
					3.430 · Birch Lake		-307.50	307.50
TOTAL							-2,687.50	2,687.50
	Check	6092	12/10/2025	SEH		Checking - 1987		-3,906.25
					3.240 · Watershed Plan Amendment		-3,906.25	3,906.25
TOTAL							-3,906.25	3,906.25
	Check	6093	12/10/2025	North Oaks Company		Checking - 1987		-272.50
					3.440 · Gilfillan Black Tamarack Wilkin		-272.50	272.50
TOTAL							-272.50	272.50

TOTAL	Check 6094 12/10/2025 Town Law Center, PLLP	Checking - 1987	-2,179.60	
		3.143 · Legal	-2,179.60	2,179.60
			-2,179.60	2,179.60
TOTAL	Check 6095 12/10/2025 Minuteman Press	Checking - 1987	-178.22	
		3.320 · Marketing	-178.22	178.22
			-178.22	178.22
TOTAL	Check 6096 12/10/2025 City of Vadnais Heights	Checking - 1987	-2,199.33	
		Rent	-1,815.00	1,815.00
		Phone/Internet/Machine Overhead	-325.00	325.00
		Postage	-21.04	21.04
		Copies	-38.29	38.29
			-2,199.33	2,199.33
TOTAL	Check 6097 12/10/2025 League of MN Cities Insurance Trust WC	Checking - 1987	-213.00	
		3.130 · Insurance	-213.00	213.00
			-213.00	213.00
TOTAL	Check 6098 12/10/2025 Houston Engineering, Inc	Checking - 1987	-11,808.50	
		3.144 · Eng. & Tech.	-4,584.50	4,584.50
		3.144 · Eng. & Tech.	-2,224.50	2,224.50
		3.240 · Watershed Plan Amendment	-4,999.50	4,999.50
			-11,808.50	11,808.50
TOTAL	Check 6099 12/10/2025 City of White Bear Lake	Checking - 1987	-125,059.79	
		payroll	-36,419.26	36,419.26
		Administration FICA	-2,724.11	2,724.11
		Administration PERA	-2,731.46	2,731.46
		Insurance Benefit	-5,695.04	5,695.04
		Admin payroll processing	-254.92	254.92
		3.482 · Landscape 2	-44,791.65	44,791.65
		3.430 · Birch Lake	-32,443.35	32,443.35
			-125,059.79	125,059.79

**Vadnais Lake Area Water Management Organization**  
**Profit & Loss**  
**November 13 through December 10, 2025**

10:26 AM

12/03/2025

Cash Basis

**Nov 13 - Dec 10, 25**

Ordinary Income/Expense

Income

5.1 · Income

5.13 · Interest

3,030.71

Total 5.1 · Income

3,030.71

6.6.6 · Grants

1,800.00

Total Income

4,830.71

Gross Profit

4,830.71

Expense

3.1 · Administrative/Operations

3.110 · Office

Copies

38.29

Phone/Internet/Machine Overhead

325.00

Postage

21.04

Rent

1,815.00

Total 3.110 · Office

2,199.33

3.120 · Information Systems

IT Support

1,697.00

Total 3.120 · Information Systems

1,697.00

3.130 · Insurance

213.00

3.143 · Legal

2,179.60

3.144 · Eng. & Tech.

6,809.00

3.170 · Misc. & mileage

93.92

3.191 · Employee Payroll

payroll

36,419.26

Total 3.191 · Employee Payroll

36,419.26

3.192 · Employer Liabilities

Admin payroll processing

254.92

Administration FICA

2,724.11

Administration PERA

2,731.46

Insurance Benefit

6,123.34

Total 3.192 · Employer Liabilities

11,833.83

Total 3.1 · Administrative/Operations

61,444.94

3.2 · Monitoring and Studies

3.240 · Watershed Plan Amendment

11,273.75

Total 3.2 · Monitoring and Studies

11,273.75

3.3 · Education and Outreach

3.320 · Marketing

1,171.44

Total 3.3 · Education and Outreach

1,171.44

3.4 · Capital Imp. Projects/Programs

3.425 · Goose Lake	12.00
3.430 · Birch Lake	32,750.85
3.440 · Gilfillan Black Tamarack Wilkin	272.50
3.450 · Pleasant Charley Deep	1,000.00
<b>Total 3.4 · Capital Imp. Projects/Programs</b>	<b>34,035.35</b>
<b>3.48 · Programs</b>	
3.482 · Landscape 2	44,791.65
<b>Total 3.48 · Programs</b>	<b>44,791.65</b>
<b>Total Expense</b>	<b>152,717.13</b>
<b>Net Ordinary Income</b>	<b>-147,886.42</b>
<b>Net Income</b>	<b>-147,886.42</b>

**Vadnais Lake Area Water Management Organization**  
**Custom Transaction Detail Report**  
 October 1 through December 1, 2025

3:24 PM

12/02/2025

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
Oct 1 - Dec 1, 25									
Credit Card Charge	10/02/2025		Google*SVCAPPS_VLAWM		US Bank CC	✓ WEB		42.00	42.00
Credit Card Charge	10/10/2025		Regents of the University of Minnesota	angela WRC 2025	US Bank CC	✓ 3.160 · Training (staff/board)		400.00	442.00
Transfer	10/20/2025			Funds Transfer	US Bank CC	✓ Checking - 1987		-209.41	232.59
Credit Card Charge	10/27/2025		Adobe "Creative Cloud		US Bank CC	✓ Software		37.92	270.51
Credit Card Charge	11/03/2025		Google*SVCAPPS_VLAWM		US Bank CC	✓ WEB		42.00	312.51
Credit Card Charge	11/24/2025		Table Covers Now	vlawmo table cover	US Bank CC	3.320 · Marketing		141.75	454.26
Credit Card Charge	11/24/2025		Jotform Inc	website forms & service	US Bank CC	3.320 · Marketing		235.20	689.46
Credit Card Charge	12/01/2025		Amazon.com	wagon	US Bank CC	3.320 · Marketing		66.13	755.59
Credit Card Charge	12/01/2025		Amazon.com	storage bins	US Bank CC	3.320 · Marketing		69.58	825.17
Credit Card Charge	12/01/2025		Custom Ink Ilc	supplies/give aways	US Bank CC	3.320 · Marketing		396.03	1,221.20
Credit Card Charge	12/01/2025		Vista Print	supplies	US Bank CC	3.320 · Marketing		84.53	1,305.73
Oct 1 - Dec 1, 25								<b>1,305.73</b>	<b>1,305.73</b>

## TEC Report to Board -December 2025

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 work plan management.	Audit		2025	At the August meeting, the VLAWMO board approved hiring CLA to conduct 2025 and 2026 audits.
Rotary Park partnership		2025-29	Year 1 completed; end of year invoicing and reporting underway.	Budget		for 2026 budget	The VLAWMO Board will consider the 2026 "working" budget at the Dec. 10, 2026 meeing.
Vadnais Heights Resiliency Study (Whole City)		Ongoing	Staff are continuing to work with the City of Vadnais Heights on the study. Public engagement continues with an interactive flooding map. A stakeholder kickoff meeting was completed in October and data collection is in progress.	2026-2036 JPA updated		2026	JPA completed and fully executed.
MPCA 319 /Wilkinson Lake BMPs		Ongoing	HEI advancing design; on hold from MPCA/EPA.	SSU		2026	The VLAWMO Board will consider outcomes from the SSU parcel review process at the Dec. 10, 2026 meeting.
Pleasant Lake Carp Management		Ongoing	Planning for 2026 complete.	2027-2036 Watershed Mgmt. Plan		2026	The VLAWMO Board will consider the WMP comment response table at the Dec. 10, 2026, meeting. Pending Board action, the approved comment response table will be sent to state review agencies and partners after the Board meeting.
Tamarack Alum Project		2025-26	New temporary access agreement for Phase 4 initiated; LRI anticipates providing pricing for amendment in December.				
Programs							
City/Township MS4		Ongoing	Event opportunities shared with communities for community outreach; ongoing work to prepare for end of permit cycle and update and share outreach materials for the winter season. Staff is beginning to schedule needs assessments with municipal partners.	FINANCIAL SUMMARY as of 12/1/2025			
Communication & Outreach		Ongoing	Outreach materials continue to be updated. Autumn Water Social hosted with City of Vadnais Heights in late October. Get Gritty campaign and giveaway launched with neighboring watersheds, continuing through mid-January at WBL Frattalone's. Beginning development of year-in-review materials. Continued development of signage.	4M Account (1.10)	4M Plus (1.23)	Total	
Website		Ongoing	Current website updates ongoing as needed. Staff is increasing design, layout, and content development time for the new website as it nears its final stages of preparation.	\$539,144	\$262,739	\$801,883	
WAV		Ongoing	WAV members continue to share VLAWMO opportunities with friends and neighbors and support community events such as a planning meeting in October and Lake Cleanup Day in early November.				
Cost Share & BWSR WBIF		Ongoing	Site visits have ended for the year as the season changed. Staff are closing projects and planning for 2026 projects. Administrative tasks for wrapping up 3 WBIF projects continue (White Bear Lake Sports Center, WBL curb cut rain gardens, and Elmwood Park rain garden) including planning permanent signage and BWSR reporting.				
GIS		Ongoing	Updating online GIS viewer as needed and providing files to partners.				
Monitoring		Ongoing	2025 monitoring season is complete, beginning data analysis and report writing.				
WCA		Ongoing	Administering WCA as needed.				

Budget Summary	Actual Expense YTD	2025 Budget "working"	Remaining In Budget	% YTD
Operations	\$877,402	\$1,065,008	\$187,606	82%
CIP	\$541,293	\$1,533,199	\$991,906	35%
Total	\$1,418,695	\$2,598,207	\$1,179,512	55%

### FINANCIAL SUMMARY as of 12/1/2025

4M Account (1.10)	4M Plus (1.23)	Total
\$539,144	\$262,739	\$801,883

Budget Summary	Actual Expense YTD	2025 Budget "working"	Remaining in Budget	% YTD
Operations	\$877,402	\$1,065,008	\$187,606	82%
CIP	\$541,293	\$1,533,199	\$991,906	35%
Total	\$1,418,695	\$2,598,207	\$1,179,512	55%

## TEC Staff Memo – December 10, 2025

### IV. Administration & Operations

#### A. Financial Report for December and Consider Authorization for Payment

Please find the December financial report and authorization to pay bills for consideration and approval.

#### B. December TEC Report to the Board

Please find the December TEC report to the Board attached in the ePacket for review and approval.

### V. Programs

#### A. Watershed Awards Nomination Process

The nomination form is now open for end-of-year watershed awards. VLAWMO staff are eager to celebrate the community collaboration that is critical to VLAWMO's mission. This year, the focus will be on community members and groups through the **Watershed Steward Award**.

This award is for volunteers, businesses, neighborhood or lake associations, or community groups who have worked independently or with VLAWMO staff to improve water resources or community understanding of water issues. The award highlights initiatives in:

- Outstanding volunteer efforts
- Education and outreach initiatives
- Carrying out a grant program in a publicly visible place or involving community in maintenance or installation
- Leading efforts, events, or programs that connect community members with local waters

TEC members, municipal partners and affiliates, and the general public are all encouraged to participate in the nomination process. Nominations can be made anonymously. Self-nominations will be accepted.

Nomination forms are now open. **All nominations must be submitted by Friday, January 23<sup>rd</sup>, 2026.** The TEC will vote on the award winner at their February meeting, with official announcement and celebration of the recipient at the February Board meeting.

Find details, past award recipients, and a link to the online nomination form at <https://www.vlawmo.org/get-involved/awards/>. The nomination form can be directly accessed at this [link](#).

#### B. Get Gritty Outreach Campaign

This winter, VLAWMO is participating in the Get Gritty campaign, a partnership with neighboring watersheds Ramsey-Washington Metro Watershed District, Rice Creek

Watershed District, and Coon Creek Watershed District. The campaign combines educational information with a giveaway of traction grit at participating hardware stores. These efforts seek to boost resident awareness of chloride pollution and encourage residents to reduce their salt use.

VLAWMO is co-sponsoring grit at the Frattalone's location in White Bear Lake. Shoppers see signage throughout the store promoting the giveaway and awareness of chloride-reducing behaviors. Giveaway participants are asked to share their zip code at checkout and have the option to participate in a survey to share more information about their experience. RWMWD will coordinate initial follow-up efforts and distribute further information to the corresponding watershed organization to allow for more localized follow-up.

More information on the campaign can be found at [getgrittymn.org](http://getgrittymn.org). Staff will share campaign visuals at the December meeting and will bring any further relevant updates to the TEC after the campaign's conclusion in mid-January.

### **C. Grant Program Website and Signage Updates**

Staff are continuing to work on the new VLAWMO website and are planning a few ways to streamline the grant program processes. One highlight is a new grant program site visit form that will allow people to request site visits directly through the website and receive an automatic reply through the software Jotform. Jotform organizes responses received, which will make it easy for staff to see when site visits came in and by whom. This software also has reporting capabilities that will benefit staff. More will be shared during the TEC meeting. In addition to website updates, staff are working on revamping grant program signage. The new sign designs will be featured at the meeting.

### **D. White Bear Lake Sports Center Project and BWSR WBIF Program Update**

The City of White Bear Lake's Sports Center bioswale project that was approved for VLAWMO funding through the Landscape Level 2 grant program and Board of Water and Soil Resources (BWSR) Watershed Based Implementation Funding program was fully completed in July. Since then, staff have been working with the City to complete final items, such as executing an Operation and Maintenance (O & M) agreement, completing a maintenance guide for City staff, and finalizing project payments and reporting to BWSR. VLAWMO is requesting the Board sign a grant agreement amendment with BWSR at the December 11, 2025 Board meeting (tonight) to have more time for the final reporting items before the grant expires. Staff are also currently working with the City on developing permanent signage for the Sports Center bioswale project, with a goal of having it installed next spring or summer. This is the last of the projects completed under the 2023-2025 BWSR WBIF funding. The Sports Center also utilized some of the 2025-2027 BWSR WBIF funding. There is currently \$109,112.26 left of this funding, which needs to be spent by December 31, 2027. Staff will reach out to partners next year to pursue more water quality projects under the 2025-2027 WBIF grant.



## VI. Projects

### A. WMP Update and Recommendation of Formal Review Response Table

VLAWMO staff have continued to work on the WMP with Houston Engineering, Inc. (HEI) and the Board of Water and Soil Resources Board Conservationist (BWSR BC) to address the comments received during the 60-day formal review, which closed on August 25, 2025.

Comments were received from 7 entities:

- Board of Water and Soil Resources
- City of White Bear Lake
- Metropolitan Council
- Minnesota Department of Health
- Minnesota Department of Natural Resources
- Minnesota Pollution Control Agency
- Rice Creek Watershed District

HEI and VLAWMO worked to build a Formal Review Comment Response Table that includes all comments received, if changes were needed, and revision text for incorporation into the WMP document. VLAWMO, HEI, and BWSR met remotely and in person to work through and discuss proposed changes. At the end of that discussion process, BWSR provided an email of support for the proposed changes contained in the table.

With support from BWSR, the subcommittee recommended approval by the full Board and notification/delivery of the table to local and state review authorities. Once the table has been shared with review authorities, VLAWMO anticipates the following next steps and timeline:

- **Dec. 9:** Email of support from BWSR on draft WMP with red-lines/tracked changes so HEI can transition to InDesign
- **Dec. 10:** TEC/Board consideration for approval of comment/response table
- **Dec. 11:** VLAWMO staff send comment table to review authorities
- **Feb. 25:** VLAWMO Board Meeting Public hearing, Board consider approval of WMP, authorize submittal of 90-day draft to BWSR
- **Feb. 26:** VLAWMO staff submit WMP to BWSR
- **April 6:** BWSR Metro meeting and recommendation to Board
- **April 22:** BWSR Board authorization
- Following BWSR approval: Plan adoption and share with review authorities

**Requested Action:** VLAWMO staff request a recommendation to the Board to approve the VLAWMO Formal Review Comment Response Table and authorize staff to notify and provide the response table to local and state review authorities; further to request staff to

work with HEI to transition the WMP document to the formal InDesign layout for review by BWSR.

**Attachments:**

1. WMP PowerPoint
2. VLAWMO Formal Review Comment Response Table – **NOTE** – given the size and large amount of text on this table, it has been linked in PDF format here: [https://www.vlawmo.org/index.php/download\\_file/5262/](https://www.vlawmo.org/index.php/download_file/5262/)
3. Email of support from BWSR BC and clarification

**B. Oak Knoll Pond End of Year Memo:**

VLAWMO staff worked with Barr Engineering and the City of White Bear Lake to provide a memo that analyzes and summarizes how the spent-lime treatment is performing in its second season since the application was completed.

**From Barr:**

*“In general, the available monitoring data indicates that the spent lime treatment has dropped the total phosphorus concentrations in Oak Knoll Pond by approximately half, both at the surface and bottom of the pond, with no distinguishable sign of internal phosphorus release since the deeper zone applications began. In addition, average summer Secchi disc transparency readings have more than doubled. Overall, the treatment results have exceeded or met expectations, especially considering that 19 inches of rain fell between May and August in 2025.”*

**Recommendations for 2026:**

*“It is recommended that VLAWMO staff (except where indicated) continue to monitor the pond water quality throughout the 2026 growing season (May through September), following previous recommendations for monitoring parameters, locations, and frequencies, as noted below. It is also recommended that Barr staff complete another round of sediment monitoring in the fall of 2026, for comparison with the baseline monitoring completed for the feasibility study.”*

**Requested Action:** VLAWMO staff request a recommendation to the Board to approve receipt of the Oak Knoll Pond Spent Lime Treatment Evaluation Technical Memo from Barr Engineering.

**Attachment:** Oak Knoll Pond Spent Lime Treatment Evaluation Technical Memo

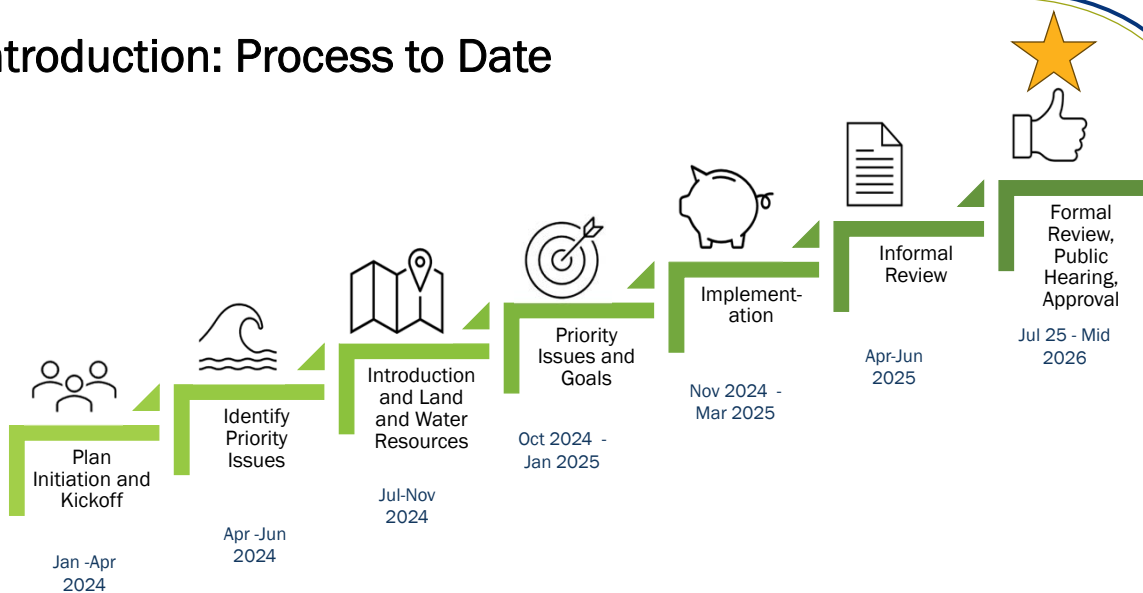
VI. A.

**WMP Formal Review Comments Received,  
VLAWMO Response Table (attached in packet),  
and BWSR Guidance**



1

**Introduction: Process to Date**



2

## Background: Formal Review

- Formal review/60-day comment period closed August 25, 2025
- Comments were received from:
  - Board of Water and Soil Resources (BWSR)
  - City of White Bear Lake (WBL)
  - Metropolitan Council
  - Minnesota Department of Health (MDH)
  - Minnesota Department of Natural Resources (MN DNR)
  - Minnesota Pollution Control Agency (MPCA)
  - Rice Creek Watershed District (RCWD)

3

## Background: Responding to Comments Received

- HEI and VLAWMO worked to build a Formal Review Comment Response table (**attached in packet**) that includes:
  - All comments received
  - Change needed (Y/N)
  - Revision text (if revised) and/or comment response by VLAWMO

4

## Background: Responding to Comments Received

- VLAWMO staff reviewed and discussed proposed changes
- HEI team implemented changes and provided revision options for additional consideration as needed
- Numeric goals for key projects were requested by VLAWMO from project engineers, obtained, and incorporated where appropriate
- Two meetings held with BWSR Board Conservationist: First to review table and discuss proposed comments (Oct. 8, remote) and second to share implemented comments and request approval and/or additional direction (Nov. 6, in person)

5

## Summary Content of VLAWMO Response Table

- 6 high-priority groupings of comments were identified and flagged
  1. Need to identify priority resources for focal efforts over next 10 years of WMP: Added elevated priority lakes consistent with involvement in Small, Priority Watershed MPCA/EPA grant program
  2. More clearly provide measurable goals with quantifiable measures wherever possible: Added with input from key project engineers
  3. Timing of approval of WMP and possible need to add budget information for 2026: Final guidance from BWSR in process

6

## Summary Content of VLAWMO Response Table

- 6 high-priority groupings of comments were identified and flagged
  4. Priority wetland areas requested to be clearly identified: Added section in WMP and included map with priority areas
  5. Trends in water quality making use of monitoring data requested: Added trend column with increasing, neutral, decreasing (text used instead of graphic to avoid possible confusion)
  6. Degree to which WMP can be adopted by reference requested: Added to state that member cities may adopt the data and maps in the Land and Water Resources section by reference, but not the implementation section

7

## Actions Recently Completed

- Response table reviewed and approved by the VLAWMO subcommittee (Nov.)
- Response table email of support received from BWSR Board Conservationist (Nov.) (email attached in packet)

8

## Projected/draft BWSR guidance for next steps – anticipated and subject to change

- **Dec. 9:** Email of support from BWSR on draft WMP with red-lines/tracked changes so HEI can transition to InDesign
- **Dec. 10:** TEC/Board consideration for approval of comment/response table
- **Dec. 11:** VLAWMO staff send comment table to review authorities
- **Feb. 25:** VLAWMO Board Meeting Public hearing, Board consider approval of WMP, authorize submittal of 90-day draft to BWSR
- **Feb. 26:** VLAWMO staff submit WMP to BWSR
- **April 6:** BWSR Metro meeting and recommendation to Board
- **April 22:** BWSR Board authorization
  
- Following BWSR approval: Plan adoption and share with review authorities

9

Questions?

10

## Requested Action

Staff request a recommendation to the Board to approve the VLAWMO Formal Review Comment Response Table and authorize staff to notify and provide the response table to local and state review authorities; further to request staff to work with HEI to transition the WMP document to the formal InDesign layout for review by BWSR.



**From:** [Sawyer, Anne \(BWSR\)](#)  
**To:** [Rachel Olm](#)  
**Cc:** [Phil Belfiori](#); [Dawn Tanner](#)  
**Subject:** RE: Addressing BWSR's comments on Draft WMP  
**Date:** Thursday, November 20, 2025 10:58:55 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)

---

Hi Rachel,

This was just in reference to the comment table; I haven't had the chance to look at the revised sections yet. Do you need me to add the phrase "as described in the comment table" after "proposed revisions" and resend? Let me know. I had thought I was being clear, but now I definitely see how it could be confusing!

Thanks,  
Anne

**Anne Sawyer, PhD | Board Conservationist**  
Minnesota Board of Water and Soil Resources (BWSR)  
520 Lafayette Road North  
St. Paul, MN 55155  
651-392-5064  
she/her/hers (learn more about [pronouns](#))

---

**From:** Rachel Olm <[rolm@houstoneng.com](mailto:rolm@houstoneng.com)>  
**Sent:** Thursday, November 20, 2025 10:23 AM  
**To:** Sawyer, Anne (BWSR) <[Anne.Sawyer@state.mn.us](mailto:Anne.Sawyer@state.mn.us)>  
**Cc:** phil.belfiori <[phil.belfiori@vlawmo.org](mailto:phil.belfiori@vlawmo.org)>; Dawn Tanner <[dawn.tanner@vlawmo.org](mailto:dawn.tanner@vlawmo.org)>  
**Subject:** RE: Addressing BWSR's comments on Draft WMP

**This message may be from an external email source.**

Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.

---

Hi Anne,

Thank you very much for your review, collaboration, and response. It's greatly helpful to know that we're heading in the right direction! Thank you also for your feedback on timing of the plan and format of the implementation table.

One clarifying question for you. During our meeting (and in the follow up email from 11/7), we wanted to give you two different ways of indicating that we were headed in the right direction:

- Formal Review Comment Table
- Revised Plan Sections

Was this email serving to indicate that you were comfortable both with the Formal Review Comment Table and the Revised Plan Sections, or just the Comment Table? Just wanted to double check.

Thanks again, Anne!  
Rachel

**Rachel Olm**  
Scientist | Principal  
O 763.493.4522 | D 763.493.6694  


This message shall not be construed as official project information or direction except as expressly provided in the contract documents. This entire message (including all forwards and replies) and any attachments are for the sole use of the intended recipient(s) and may contain proprietary, confidential, trade secret, work-product, attorney-client or privileged information. Any unauthorized review, use, disclosure or distribution is prohibited and may be a violation of law. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message.

---

**From:** Sawyer, Anne (BWSR) <[Anne.Sawyer@state.mn.us](mailto:Anne.Sawyer@state.mn.us)>  
**Sent:** Wednesday, November 19, 2025 11:00 AM  
**To:** phil.belfiori <[phil.belfiori@vlawmo.org](mailto:phil.belfiori@vlawmo.org)>; Dawn Tanner <[dawn.tanner@vlawmo.org](mailto:dawn.tanner@vlawmo.org)>; Rachel Olm <[rolm@houstoneng.com](mailto:rolm@houstoneng.com)>  
**Subject:** Addressing BWSR's comments on Draft WMP

[External Email]

---

Hi Phil, Dawn, and Rachel,

Thank you for your excellent work on this plan overall, but also for taking the time to thoughtfully address BWSR's comments on the 60-day draft. I particularly appreciated the opportunity for an in-person work session to talk through our comments and VLAWMO's responses. At this point, I have no concerns about the proposed revisions and encourage you to keep moving forward in the plan process.

One item to note regarding the following comment:

22	BWSR	Overall	N/A	The implementation table for this plan runs from 2027-2036, will VLAWMO be using the current plan for implementation during 2026? When does VLAWMO hope to seek BWSR Board approval? Note that the BWSR Board approval date is what determines the duration and expiration of a plan. MN Statute §103B.231 Subd. 4 (a) states, "The watershed management plan must specify the period covered by the plan and must extend at least five years but no more than ten years from the date the board approves the plan", where "board" refers to the BWSR Board, per MN Statute §103B.205 Subd. 2.	TBD	3	To be confirmed with BWSR. If needed, plan will be changed to 2026-2036 with implementation table updated accordingly.
----	------	---------	-----	--	-----	---	--

After discussion with VLAWMO staff, BWSR does not foresee issues with the timing of the 2027-2036 Plan approval in early/mid 2026 and the start of implementation. VLAWMO will be operating on their board-approved 2026 budget and work plan, which will guide WMO activities through the remainder of the year.

Thank you,  
Anne

**Anne Sawyer, PhD | Board Conservationist**  
Minnesota Board of Water and Soil Resources (BWSR)  
520 Lafayette Road North  
St. Paul, MN 55155  
651-392-5064  
[she/her/hers \(learn more about\)](#)

# Technical Memorandum

**To:** Phil Belfiori and Dawn Tanner, Vadnais Lake Area Water Management Organization (VLAWMO)  
**From:** Barr Engineering Co. (Greg Wilson, P.E.)  
**Subject:** Oak Knoll Pond Spent Lime Treatment Evaluation  
**Date:** November 26, 2025

## Project Background and Spent Lime Treatment Summary

Ponds and wetlands that accumulate particles and phosphorus from stormwater runoff are a standard and widely applied stormwater best management practice. However, just as internal phosphorus loading occurs in lakes during warm summer periods when the potential for oxygen depletion is greatest, aging ponds and wetlands have the potential to release more phosphorus than is captured during summer months. Spent lime, a water treatment byproduct of lime softening, had previously been shown to reduce sediment phosphorus release in the lab and in two experimental applications to half-acre ponds that occurred at nearby locations in 2021. Further research needs included the applicability of spent lime treatments for larger water bodies and the long-term cost-effectiveness compared to alum and other phosphorus control options.

The Vadnais Lake Area Water Management Organization (VLAWMO) and the City of White Bear Lake (WBL) hired Barr for completion of an in-pond spent lime demonstration treatment feasibility study for Oak Knoll Pond (also known as Wood Lake, which is a public water wetland that receives stormwater and was not designed as a treatment BMP), which is a 4.5-acre pond located in White Bear Lake that has an average depth of 5.7 feet. Prior to the project, one year of water quality and sediment monitoring data existed from 2017, which indicated that sediment phosphorus release could limit its stormwater assimilation capacity during the summer months.

Barr published a feasibility study in April 2023, which included specific recommendations for spent lime applications to two pond treatment zones of Oak Knoll Pond, along with recommendations for pre- and post-treatment water quality monitoring from the same year as the spent lime applications to provide a better measure of the water quality benefit. Barr subsequently issued a request for quotes from qualified contractors to perform the spent lime treatment on Oak Knoll Pond.

At its August 2023 meeting, VLAWMO entered into an agreement with Erosion Works to apply spent lime, obtained from the White Bear Lake water treatment facility to Oak Knoll Pond to control sediment phosphorus release. The contract called for 14 loads of spent lime applied to the shallower zone of the pond and eight loads of spent lime applied to the deeper zone of the pond.

Erosion Works commenced work on the project and applied three loads of spent lime to the shallower zone (Zone 1) of the pond during the latter half of August 2023 (beginning August 23<sup>rd</sup>) and four loads to the deeper zone (Zone 2) between late October and the middle of November 2023. The spent lime applications resumed in the spring of 2024 with the remaining four loads applied to the deeper zone by mid-May, followed by the remaining eleven loads applied to the shallower zone between mid-May and the end of July.

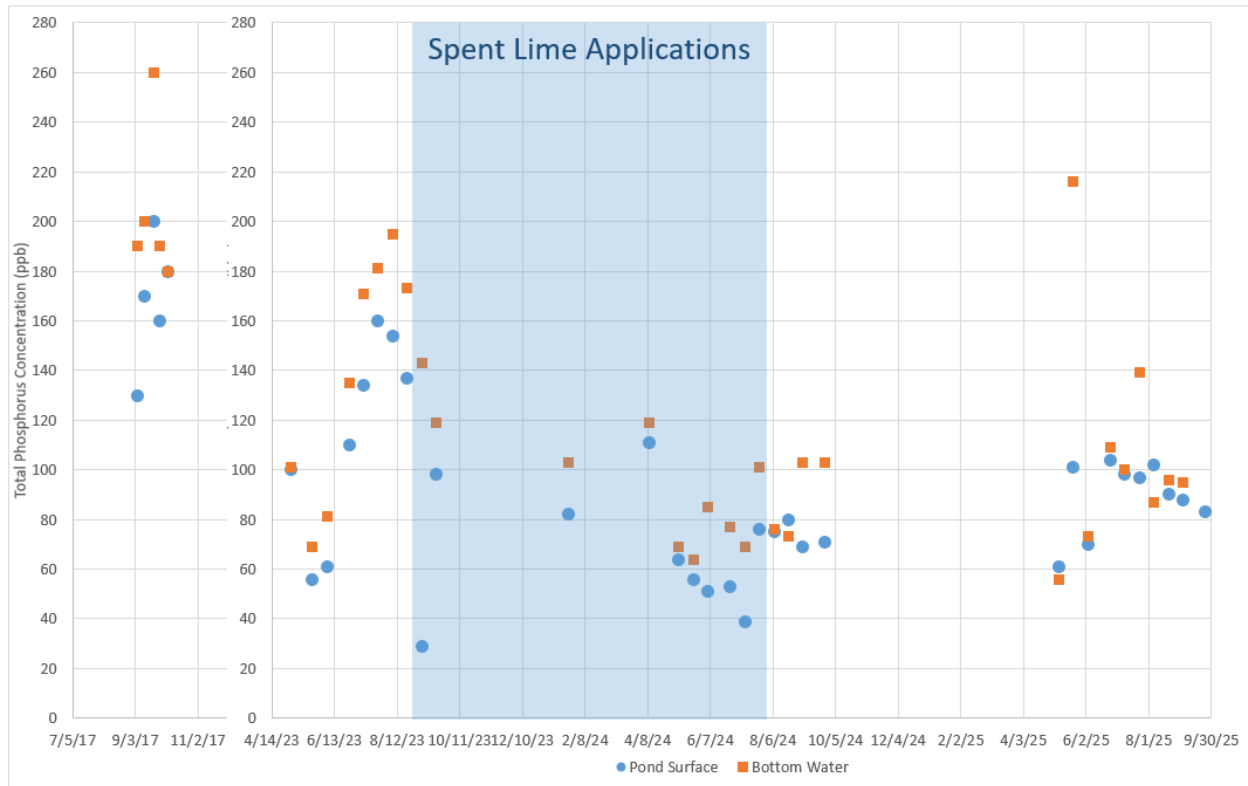
This memorandum is intended to further describe the pre- and post-treatment monitoring results, evaluate the preliminary spent lime treatment effectiveness for Oak Knoll Pond, and provide recommendations for continued water quality monitoring for next year.

## **Assessment of Pond Water Quality Improvements**

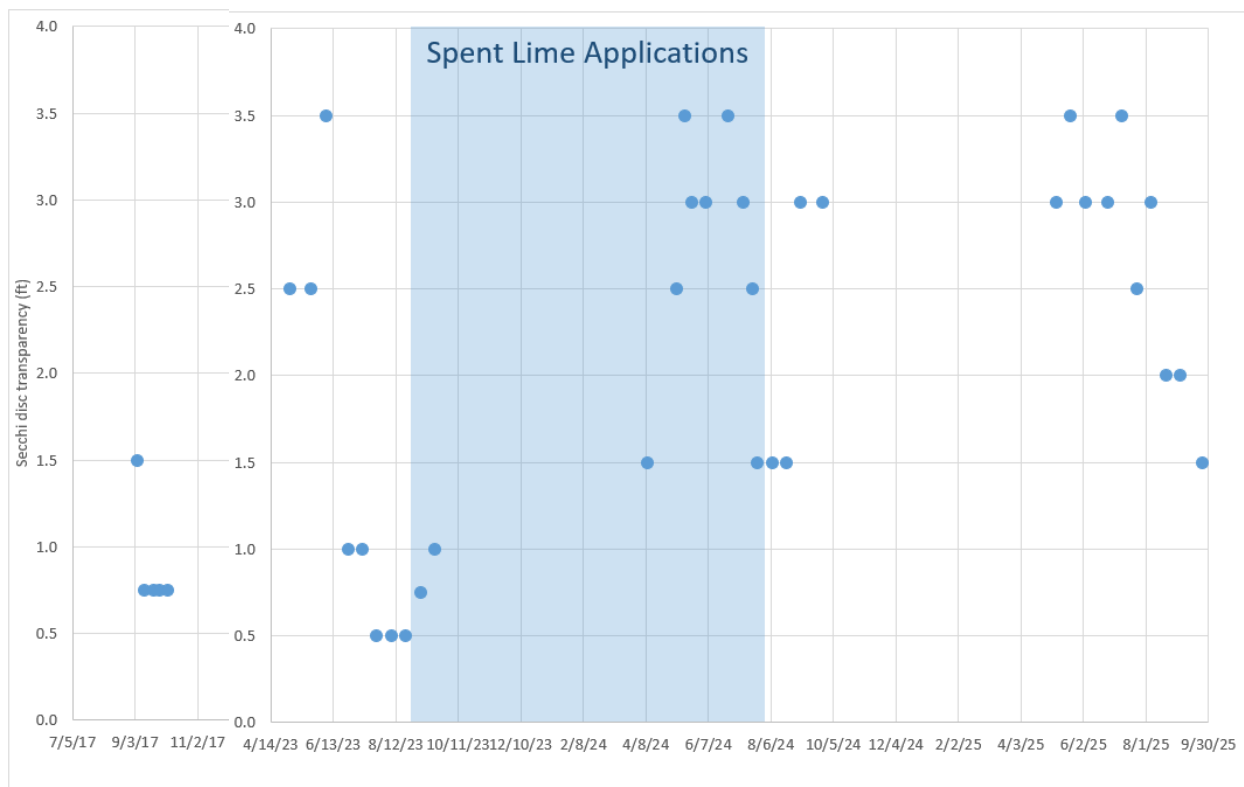
VLAWMO staff have completed pond water quality monitoring efforts since the spring of 2023 that provide insight into how the spent lime applications resulted in baseline water quality changes to Oak Knoll Pond. Figure 1 shows how surface and bottom-water total phosphorus concentrations have changed between 2023 and 2025, while Figure 2 shows how the Secchi disc transparency readings changed during the same time frame. The shaded area in both figures show the time during which the spent lime applications to Oak Knoll Pond occurred. In both years, transparency measurements declined during late summer after multiple wet weather runoff events. Additionally, bottom water phosphorus concentrations were elevated during two 2025 sampling occasions; these increases in phosphorus corresponded with incremental rainfall totals ranging from 2.0 to 5.4 inches.

Table 1 shows how the summer average surface and bottom water total phosphorus and Secchi disc transparency readings for Oak Knoll Pond compared for the two pre-and post-treatment monitoring periods. In general, the available monitoring data indicates that the spent lime treatment has dropped the total phosphorus concentrations in Oak Knoll Pond by approximately half, both at the surface and bottom of the pond, with no distinguishable sign of internal phosphorus release since the deeper zone applications began. In addition, average summer Secchi disc transparency readings have more than doubled. Overall, the treatment results have exceeded or met expectations, especially considering that 19 inches of rain fell between May and August in 2025.

The preliminary monitoring results from Oak Knoll Pond correspond well with our assessment of the first three years of monitoring following spent lime treatment at Wakefield Pond, in the Ramsey-Washington Metro Watershed District, where phosphorus levels were reduced in half with no distinguishable sign of internal phosphorus release or low oxygen at the bottom of the pond.



**Figure 1** Oak Knoll Pond Pre- and Post-Treatment Total Phosphorus Comparison



**Figure 2 Oak Knoll Pond Pre- and Post-Treatment Secchi Disc Transparency Comparison**

**Table 1 Pre- and Post-Treatment Average Summer Pond Water Quality Comparison**

Monitoring Period	Surface Total Phosphorus Concentration (µg/L)	Bottom Total Phosphorus Concentration (µg/L)	Secchi Disc Transparency (feet)
2017 (Pre-Treatment)	165	210	0.9
2023 (Pre-Treatment)	126	156	1.2
2023-24 (Post-Treatment)	64	95	2.2
2025 (Post-Treatment)	92	100	2.6
<b>Pre- to Post-Treatment Relative Improvement</b>	<b>47%</b>	<b>47%</b>	<b>127%</b>

### Water Quality Monitoring Recommendations

VLAWMO staff (unless otherwise noted) should continue monitoring pond water quality during the 2026 growing season (May–September), using the previously recommended parameters, locations, and

frequencies listed below. It is also recommended that Barr staff complete another round of sediment monitoring in the fall of 2026, for comparison with the baseline monitoring completed for the feasibility study.

**Recommended monitoring parameters/frequency for Oak Knoll Pond treatment**

Parameters	Frequency
Pond profile field measurements (DO, temperature, pH, conductivity)	Monthly
Pond surface water TP, Secchi, and stage	Monthly
Pond bottom water TP	Monthly
Pond bottom water Iron	Monthly
Pond sediment monitoring (Barr)	Once, Fall 2026