

BOARD OF DIRECTORS MEETING AGENDA

7:00 PM June 26, 2019

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

- I. **Call to Order**, Chair, Jim Lindner
- II. **Approval of Agenda**
- III. **Visitors and Presentations**
 - A. TEC Report and Financial – June – Paul Duxbury/Stephanie
 - B. Grass Lake flooding background and RWMWD request - Stephanie
- IV. **Consent Agenda**
 - A. Approval of Minutes 🐦
- V. **Business**
 - A. WCA – Specialty Manufacturing Replacement Plan – Brian 🐦
 - B. Joint Powers Agreement – First amendment - Liability 🐦
 - C. Goose Lake – Science to inform post-treatment restriction possibilities – Dawn/Stephanie 🐦
 - D. Water Plan Amendment Adoption; Res. 01-2019 - Dawn/Stephanie 🐦
 - E. Education – Nick
 1. Community Blue: Creative Landscaping 🐦
 2. Commons garden and invitation to other communities – Dawn
 - F. 2020 Budget consideration; Res. 02-2019 – Stephanie 🐦
 - G. Lambert Creek
 1. Lambert Lake
 - a) Loan progress, project representative designation; Res. 03-2019 🐦 and JPA Second amendment– Dawn 🐦
 - b) SEH update on Lambert Lake – Dawn/Brian
 2. DIY monitoring equipment deployment – Brian
- VI. **Operations and Administration - Reports**
 - A. Project updates
 1. Birch Lake – 4th and Otter update – Tyler
 2. Great River Greening proposal progress with LCCMR – Dawn
 3. Wetland health compiling layers: Cameras, frogs & toads, biodiversity priorities, species of concern, AIS – Dawn
- VII. **Discussion**
- VIII. **Administration Communication**
- XI. **Adjourn**

Next regular meeting: August 28th

TEC Report to the Board
June 2019

| Programs & Projects | Effort Level | Completion Date | Comments |
|------------------------------------|--------------|-----------------|---|
| | LOW | | |
| | MED | | |
| | HIGH | | |
| Projects | | | |
| Oak Knoll Pond | | 2019 | Staff met with Barr in May to scope the Pond for application methods, as well as monitoring. Barr is developing a method for application, and staff is awaiting more direction on monitoring plans. |
| Goose Lk subshed project | | 2017-2020 | Missing survey data was collected by VLAWMO staff and forwarded to Barr in May for H&H modeling. Staff will collect missing bathymetry data for stormwater basins and forward to Barr for P8 modeling. |
| Lambert Creek - Ditch 14, branches | | 2019 | Staff working with contractors on Lambert Lake maintenance costs |
| Birch Lake | | 2017-19 | Comments from RC and WBL are being worked into final plans, and bid documents are being prepared. Proj. Partners are working on O&M. |
| Vadnais Sucker Park | | 2018-20 | Grant request has been submitted to Great River Greening for help with AIS removal and habitat restoration in select areas of Vadnais Sucker park. |
| Whitaker Wetlands | | 2019 | Monitoring & pathogen sampling has started |
| Programs | | | |
| Outreach | | May-June | Landscape Revival (6/1), North Oaks Plant Sale (5/13) completed - noticeable theme of public asking about West Vadnais/Rice St flooding at VLAWMO booth. 3 workshops held: Raingarden (19 attendees) Native Plant (48 attendees) Turf and Irrigation (14). Swans and Lead signage created and currently in printing process, 3 signs to be posted at Vadnais/Sucker park. |
| Education | | May-June | Visited VH Elementary 4 classes raingarden maintenance and planting with outdoor watershed lesson. 3 Community Blue applications active: VH Native Plant project, Master Water Stewards capstone project, Birch Lake Picture posts |
| Website | | Ongoing | New GIS interactive web map now live (same link as before, bottom of homepage), Updates to blog and news entries |
| WAV | | April-May | Vadnais trash pick-up, Volunteer-led community plant swap. Growth in committed volunteers: 4 VLAWMO-specific volunteers with unique job descriptions, 4 volunteer AIS detectors, 2 Master Water Stewards, 2 CAC (Citizen Advisory Commission) members. |
| Cost Share | | ongoing | Three LL1 grants have been approved, and 2 applications are in for June. LL2 applicants are in the works. LL2 2018-01 will be soon be planted & completed. |
| GIS | | ongoing | GIS transfer to ArcOnline is nearly complete. Survey support ongoing. |
| Monitoring | | ongoing | Season started |
| WCA | | ongoing | Season has started, reviews in progress |

TEC Report to the Board
June 2019

| Admin & Operation | | | |
|-------------------|--|------------|---|
| SLMPs | | 2019 | Surveys by RSWCD planned for W. Vadnais, Birch and Goose Lakes. Dates will be set when the weather is more certain. |
| Budget | | June 2019 | The draft 2020 budget has has gone to the Finance committee and will be introduced at Board, with further discussion at TEC in May. |
| Administration | | Sept. 2018 | The audit of 2018 by CLA is complete and will be presented at Board in April. |
| SSU | | ongoing | 2019 SSU fee will go out on the spring property tax statements |
| Water Plan | | ongoing | The draft Water Plan amendment is being recommended by the TEC to the Board for public notice. The last two Local Water Plans |

| FINANCIAL SUMMARY as of 6/1/2019 | | | CD's | 4M Term Series | |
|----------------------------------|----------------|-----------|-------------|----------------|------|
| | | | | Maturity | Rate |
| 4M Account (1.10) | 4M Plus (1.23) | Total | Term series | | |
| \$174,980 | \$307,480 | \$482,460 | | | |

| Budget Summary | Actual Expense YTD | 2019 Budget amended | Remaining in Budget | % YTD |
|----------------|--------------------|---------------------|---------------------|-------|
| Operations | \$224,657 | \$566,570 | \$497,535 | 25% |
| CIP | \$45,419 | \$259,200 | \$566,134 | 8% |
| Total | \$270,076 | \$825,770 | \$555,694 | 33% |

| June-19 | | Actual 6/1/19 | Actual to Date | 2019 Budget | 2018 carry over/Grants | Remaining in Budget | 2019 Available | Act vs. Budget |
|--|---|-----------------|------------------|------------------|------------------------|---------------------|--------------------|----------------|
| BUDGET # | INCOME | | | | | | | |
| 5.11 | Storm Water Utility | \$0 | \$0 | \$836,150 | \$0 | \$836,150 | \$836,150 | 0% |
| 5.12 | Service Fees | \$300 | \$300 | \$200 | \$0 | (\$100) | \$200 | 150% |
| 5.13 | Interest | \$918 | \$5,621 | \$1,300 | \$0 | (\$4,321) | \$1,300 | 432% |
| 5.14 | Misc. income - WCA admin | \$162 | \$455 | \$5,000 | \$0 | \$4,545 | \$5,000 | 9% |
| 5.15 | Other Income Grants | \$0 | \$22,313 | \$20,000 | \$0 | (\$2,313) | \$0 | |
| 5.16 | Transfer from reserves | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| | TOTAL | \$1,380 | \$28,689 | \$862,650 | \$0 | \$833,961 | \$842,650 | 3% |
| EXPENSES | | | | | | | | |
| 3.1 | Operations & Administration | | | | | | | |
| 3.110 | Office - rent, copies, post t | \$2,213 | \$11,996 | \$23,700 | \$0 | \$11,704 | \$23,700 | 51% |
| 3.120 | Information Systems | \$1,117 | \$7,272 | \$22,000 | \$2,500 | \$17,228 | \$24,500 | 30% |
| 3.130 | Insurance | \$2,206 | \$2,393 | \$5,200 | \$400 | \$3,207 | \$5,600 | 43% |
| 3.141 | Consulting - Audit | \$450 | \$6,450 | \$6,400 | \$0 | (\$50) | \$6,400 | 101% |
| 3.142 | Consulting - Bookkeeping | \$0 | \$563 | \$2,000 | \$0 | \$1,437 | \$2,000 | 28% |
| 3.143 | Consulting - Legal | \$855 | \$855 | \$4,000 | \$3,000 | \$6,145 | \$7,000 | 12% |
| 3.150 | Storm Sewer Utility | \$0 | \$1,172 | \$13,500 | \$2,000 | \$14,328 | \$15,500 | 8% |
| 3.160 | Training (staff/board) | \$95 | \$570 | \$4,500 | \$1,000 | \$4,930 | \$5,500 | 10% |
| 3.170 | Misc. & mileage | \$681 | \$2,567 | \$5,500 | \$1,000 | \$3,933 | \$6,500 | 39% |
| 3.191 | Administration - staff | \$39,268 | \$130,859 | \$340,260 | \$30,000 | \$239,401 | \$370,260 | 35% |
| 3.192 | Employer Liability | \$8,444 | \$39,220 | \$88,810 | \$2,500 | \$52,090 | \$91,310 | 43% |
| 3.2 | Monitoring and Studies | | | | | | | |
| 3.210 | Lake and Creek lab analys | \$1,080 | \$1,080 | \$24,000 | \$0 | \$22,920 | \$24,000 | 5% |
| 3.220 | Equipment | \$114 | \$9,003 | \$2,000 | \$9,200 | \$2,197 | \$11,200 | 80% |
| 3.3 | Education and Outreach | | | | | | | |
| 3.310 | Public Education | \$211 | \$4,545 | \$7,200 | \$1,500 | \$4,155 | \$8,700 | 52% |
| 3.320 | Marketing | \$601 | \$5,177 | \$7,500 | \$2,000 | \$4,323 | \$9,500 | 54% |
| 3.330 | Community Blue Ed Grant | \$100 | \$935 | \$10,000 | \$4,300 | \$13,365 | \$14,300 | 7% |
| | <i>Total Core functions: Ops, Monitoring, E</i> | <i>\$57,435</i> | <i>\$224,657</i> | <i>\$566,570</i> | <i>\$59,400</i> | <i>\$401,313</i> | <i>\$625,970</i> | <i>36%</i> |
| Capital Improvement Projects and Programs | | | | | | | | |
| 3.4 | Subwatershed Activity | | | | | | | |
| 3.410 | Gem Lake | \$0 | \$0 | \$1,200 | \$0 | \$1,200 | \$1,200 | |
| 3.420 | Lambert Creek | \$0 | \$960 | \$45,000 | \$50,000 | \$94,040 | \$95,000 | 1% |
| 3.425 | Goose Lake | \$0 | \$12,086 | \$67,000 | \$113,696 | \$168,610 | \$180,696 | 7% |
| 3.430 | Birch Lake | \$13,440 | \$26,607 | \$10,000 | \$18,923 | \$2,316 | \$28,923 | 92% |
| 3.440 | Gilf Black Tam Wilk Amelia | \$0 | \$0 | \$54,000 | \$0 | \$54,000 | \$54,000 | 0% |
| 3.450 | Pleasant Charley Deep | \$0 | \$5,746 | \$15,000 | \$5,000 | \$14,254 | \$20,000 | 29% |
| 3.460 | Sucker Vadnais | \$0 | \$0 | \$2,000 | \$64,900 | \$66,900 | \$66,900 | 0% |
| 3.48 | Programs | | | | | | | |
| 3.481 | Landscape 1 | \$231 | \$316 | \$24,000 | \$0 | \$23,684 | \$24,000 | 1% |
| 3.482 | Landscape 2 | \$0 | \$0 | \$20,000 | \$1,500 | \$21,500 | \$21,500 | 0% |
| 3.483 | Project Research & feasibi | \$1,961 | \$2,773 | \$14,000 | \$30,000 | \$41,227 | \$44,000 | 6% |
| 3.470 | Facilities Maintenance | \$0 | \$0 | \$5,000 | \$27,172 | \$32,172 | \$32,172 | 0% |
| 3.5 | Regulatory | | | | | | | |
| 3.510 | Engineer Plan review | \$0 | \$0 | \$2,000 | \$0 | \$2,000 | \$2,000 | 0% |
| | <i>Total CIP & Program</i> | <i>\$15,632</i> | <i>\$48,488</i> | <i>\$259,200</i> | <i>\$311,191</i> | <i>\$521,903</i> | <i>\$570,391</i> | <i>9%</i> |
| | Total of Core Operations & | \$73,067 | \$273,145 | \$825,770 | \$370,591 | \$923,216 | \$1,196,361 | 23% |

| Fund Balance | 5/1/2019 | 6/1/2019 |
|---------------------|------------------|------------------|
| 4M Account | \$216,223 | \$174,980 |
| 4M Plus Savings | \$306,916 | \$307,480 |
| Total | \$523,139 | \$482,460 |

| Restricted funds | 6/1/2019 |
|-------------------------|----------|
| Mitigation Savings | \$29,643 |
| Term Series (3/28/19) | \$0 |

Vadnais Lake Area Water Management Orga
Profit & Loss
May 11 through June 14, 2019

8:48 AM

06/06/2019

Cash Basis

May 11 - Jun 14, 19

| | |
|--|------------------|
| Ordinary Income/Expense | |
| Income | |
| Misc. | 161.62 |
| Mitigation Interest | 1.51 |
| 5.1 · Income | |
| 5.12 · Service Fees | 300.00 |
| 5.13 · Interest | 918.36 |
| Total 5.1 · Income | 1,218.36 |
| Total Income | 1,381.49 |
| Gross Profit | 1,381.49 |
| Expense | |
| 3.1 · Administrative/Operations | |
| 3.110 · Office | |
| Copies | 71.87 |
| Phone/Internet/Machine Overhead | 275.00 |
| Postage | 36.95 |
| Rent | 1,540.00 |
| Supplies | 289.41 |
| Total 3.110 · Office | 2,213.23 |
| 3.120 · Information Systems | |
| Hardware | 30.00 |
| IT Support | 934.00 |
| IT Systems - Hardware | 100.00 |
| Software | 32.20 |
| WEB | 20.83 |
| Total 3.120 · Information Systems | 1,117.03 |
| 3.130 · Insurance | 2,206.56 |
| 3.141 · Audit | 450.00 |
| 3.142 · Bookkeeping help | 0.00 |
| 3.143 · Legal | 855.70 |
| 3.160 · Training (staff/board) | 95.00 |
| 3.170 · Misc. & mileage | 681.33 |
| 3.191 · Employee Payroll | |
| 3.191 · Payroll | 39,268.81 |
| Total 3.191 · Employee Payroll | 39,268.81 |
| 3.192 · Employer Liabilities | |
| Admin payroll processing | 44.92 |
| Administration FICA | 2,943.52 |
| Administration PERA | 2,945.16 |
| Insurance Benefit | 2,510.98 |
| Total 3.192 · Employer Liabilities | 8,444.58 |
| Total 3.1 · Administrative/Operations | 55,332.24 |
| 3.2 · Monitoring and Studies | |

| | |
|---|-------------------|
| 3.210 · Lake & Creek lab analysis | 1,080.00 |
| 3.220 · Equipment | 114.97 |
| Total 3.2 · Monitoring and Studies | 1,194.97 |
| 3.3 · Education and Outreach | |
| 3.310 · Public Education | 211.38 |
| 3.320 · Marketing | 601.99 |
| 3.330 · Community Blue Education Grant | 100.00 |
| Total 3.3 · Education and Outreach | 913.37 |
| 3.4 · Capital Imp. Projects/Programs | |
| 3.425 · Goose Lake | |
| WB Funding - Goose subshed | 0.00 |
| 3.425 · Goose Lake - Other | 0.00 |
| Total 3.425 · Goose Lake | 0.00 |
| 3.430 · Birch Lake | |
| 4th & Otter project | 13,440.50 |
| 3.430 · Birch Lake - Other | 0.00 |
| Total 3.430 · Birch Lake | 13,440.50 |
| Total 3.4 · Capital Imp. Projects/Programs | 13,440.50 |
| 3.48 · Programs | |
| 3.481 · Landscape 1 - cost-share | 231.99 |
| 3.483 · Project Research & feasibility | 1,961.71 |
| Total 3.48 · Programs | 2,193.70 |
| Total Expense | 73,074.78 |
| Net Ordinary Income | -71,693.29 |
| Net Income | -71,693.29 |

Vadnais Lake Area Water Management Organization

Check Detail

8:49 AM

06/06/2019

May 11 through June 14, 2019

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------|------|------------|-----------------------------|---------------------------------|-----------------|-------------|-----------------|
| Check eft | | 06/14/2019 | Reliance Standard | | Checking - 1987 | | -184.38 |
| | | | | Insurance Benefit | | -184.38 | 184.38 |
| TOTAL | | | | | | -184.38 | 184.38 |
| Check EFT | | 06/14/2019 | further | | Checking - 1987 | | -4.00 |
| | | | | Insurance Benefit | | -4.00 | 4.00 |
| TOTAL | | | | | | -4.00 | 4.00 |
| Check | 4712 | 06/14/2019 | VHEDC | | Checking - 1987 | | -100.00 |
| | | | | 3.320 · Marketing | | -100.00 | 100.00 |
| TOTAL | | | | | | -100.00 | 100.00 |
| Check | 4713 | 06/14/2019 | City of Vadnais Heights | | Checking - 1987 | | -1,923.82 |
| | | | | Rent | | -1,540.00 | 1,540.00 |
| | | | | Phone/Internet/Machine Overhead | | -200.00 | 200.00 |
| | | | | Phone/Internet/Machine Overhead | | -75.00 | 75.00 |
| | | | | Postage | | -36.95 | 36.95 |
| | | | | Copies | | -71.87 | 71.87 |
| TOTAL | | | | | | -1,923.82 | 1,923.82 |
| Check | 4714 | 06/14/2019 | Bullis Insurance Agency LLC | | Checking - 1987 | | -2,206.56 |
| | | | | 3.130 · Insurance | | -2,086.56 | 2,086.56 |
| | | | | 3.130 · Insurance | | -120.00 | 120.00 |
| TOTAL | | | | | | -2,206.56 | 2,206.56 |
| Check | 4715 | 06/14/2019 | Innovative Office Solutions | | Checking - 1987 | | -257.22 |

| | | | |
|-------|--|------------------------|-------------------|
| | Supplies | -211.72 | 211.72 |
| | 3.310 · Public Education | -45.50 | 45.50 |
| TOTAL | | <u>-257.22</u> | 257.22 |
| | Check 4716 06/14/2019 Tyler J Thompson | Checking - 1987 | -68.93 |
| | 3.170 · Misc. & mileage | -68.93 | 68.93 |
| TOTAL | | <u>-68.93</u> | 68.93 |
| | Check 4717 06/14/2019 Barr Engineering Co | Checking - 1987 | -13,440.50 |
| | 4th & Otter project | -13,440.50 | 13,440.50 |
| TOTAL | | <u>-13,440.50</u> | 13,440.50 |
| | Check 4718 06/14/2019 Dawn Tanner | Checking - 1987 | -290.34 |
| | 3.170 · Misc. & mileage | -290.34 | 290.34 |
| TOTAL | | <u>-290.34</u> | 290.34 |
| | Check 4719 06/14/2019 Brian Corcoran | Checking - 1987 | -267.17 |
| | 3.170 · Misc. & mileage | -259.66 | 259.66 |
| | 3.220 · Equipment | -7.51 | 7.51 |
| TOTAL | | <u>-267.17</u> | 267.17 |
| | Check 4720 06/14/2019 Sara Svir | Checking - 1987 | -100.00 |
| | 3.330 · Community Blue Education Grant | -100.00 | 100.00 |
| TOTAL | | <u>-100.00</u> | 100.00 |
| | Check 4721 06/14/2019 CliftonLarsonAllen | Checking - 1987 | -450.00 |
| | 3.141 · Audit | -450.00 | 450.00 |
| TOTAL | | <u>-450.00</u> | 450.00 |
| | Check 4722 06/14/2019 Nicholas Voss | Checking - 1987 | -70.19 |

| | | | |
|-------|--------------------------|---------------|-------|
| | 3.170 · Misc. & mileage | -37.12 | 37.12 |
| | 3.310 · Public Education | -2.08 | 2.08 |
| | 3.320 · Marketing | -30.99 | 30.99 |
| TOTAL | | <u>-70.19</u> | 70.19 |

Check 4723 06/14/2019 Press Publications Checking - 1987 -386.00

| | | | |
|-------|-------------------|----------------|--------|
| | 3.320 · Marketing | -386.00 | 386.00 |
| TOTAL | | <u>-386.00</u> | 386.00 |

Check 4724 06/14/2019 City of White Bear Lake Checking - 1987 -47,290.51

| | | | |
|-------|--------------------------|-------------------|-----------|
| | 3.191 · Payroll | -39,268.81 | 39,268.81 |
| | Administration FICA | -2,943.52 | 2,943.52 |
| | Administration PERA | -2,945.16 | 2,945.16 |
| | Insurance Benefit | -2,088.10 | 2,088.10 |
| | Admin payroll processing | -44.92 | 44.92 |
| TOTAL | | <u>-47,290.51</u> | 47,290.51 |

Check 4725 06/14/2019 Kennedy & Graven, Chartered Checking - 1987 -855.70

| | | | |
|-------|---------------|----------------|--------|
| | 3.143 · Legal | -199.00 | 199.00 |
| | 3.143 · Legal | -656.70 | 656.70 |
| TOTAL | | <u>-855.70</u> | 855.70 |

Check 4726 06/14/2019 Andrew Hawkins Checking - 1987 -124.75

| | | | |
|-------|----------------------------------|----------------|--------|
| | 3.481 · Landscape 1 - cost-share | -124.75 | 124.75 |
| TOTAL | | <u>-124.75</u> | 124.75 |

Check 4727 06/14/2019 Katherine Kanne Checking - 1987 -107.24

| | | | |
|-------|----------------------------------|----------------|--------|
| | 3.481 · Landscape 1 - cost-share | -107.24 | 107.24 |
| TOTAL | | <u>-107.24</u> | 107.24 |

Check 4728 06/14/2019 Stephanie Oliver McNamara Checking - 1987 -234.50

| | | | |
|-------|---|------------------------|------------------|
| | Insurance Benefit | -135.50 | 135.50 |
| | Insurance Benefit | -99.00 | 99.00 |
| TOTAL | | <u>-234.50</u> | 234.50 |
| | Check 4729 06/14/2019 State of Minnesota | Checking - 1987 | -95.00 |
| | 3.160 · Training (staff/board) | -95.00 | 95.00 |
| TOTAL | | <u>-95.00</u> | 95.00 |
| | Check 4730 06/14/2019 SEH | Checking - 1987 | -1,961.71 |
| | 3.483 · Project Research & feasibility | -1,961.71 | 1,961.71 |
| TOTAL | | <u>-1,961.71</u> | 1,961.71 |
| | Check 4731 06/14/2019 City Of Roseville | Checking - 1987 | -467.00 |
| | IT Support | -467.00 | 467.00 |
| TOTAL | | <u>-467.00</u> | 467.00 |
| | Check 4732 06/14/2019 Pace Analytical | Checking - 1987 | -1,080.00 |
| | 3.210 · Lake & Creek lab analysis | -1,080.00 | 1,080.00 |
| TOTAL | | <u>-1,080.00</u> | 1,080.00 |
| | Check 4733 06/14/2019 City Of Roseville | Checking - 1987 | -467.00 |
| | IT Support | -467.00 | 467.00 |
| TOTAL | | <u>-467.00</u> | 467.00 |

Vadnais Lake Area Water Management Organization Custom Transaction Detail Report

8:52 AM

06/06/2019

May 1 through June 1, 2019

Accrual Basis

| Type | Date | Num | Name | Memo | Account | Clr | Split | Amount | Balance |
|--------------------------|------------|-----|-------------------------|------------------------|------------|-----|--------------------------------|---------------|---------------|
| May 1 - Jun 1, 19 | | | | | | | | | |
| Credit Card Charge | 05/01/2019 | | University of Minnesota | aquatic plant workshop | US Bank CC | √ | 3.160 · Training (staff/board) | 105.00 | 105.00 |
| Credit Card Charge | 05/02/2019 | | Vista Print | car magnents | US Bank CC | √ | 3.170 · Misc. & mileage | 64.41 | 169.41 |
| Credit Card Charge | 05/02/2019 | | Google*SVCAPPS_VLAWM | | US Bank CC | √ | WEB | 20.83 | 190.24 |
| Credit Card Charge | 05/03/2019 | | Vista Print | business cards | US Bank CC | √ | 3.310 · Public Education | 22.96 | 213.20 |
| Credit Card Charge | 05/03/2019 | | Office Max | usb drives | US Bank CC | √ | Hardware | 43.97 | 257.17 |
| Credit Card Charge | 05/06/2019 | | Prairie Moon Nursery | t-shirts bee tubes | US Bank CC | √ | 3.320 · Marketing | 88.35 | 345.52 |
| Credit Card Charge | 05/08/2019 | | adobe *photography plan | | US Bank CC | √ | Software | 9.99 | 355.51 |
| Credit Card Charge | 05/13/2019 | | REI | field gear | US Bank CC | √ | 3.220 · Equipment | 107.46 | 462.97 |
| Credit Card Charge | 05/14/2019 | | Fresh Thyme | girl scout mtg snacks | US Bank CC | √ | 3.170 · Misc. & mileage | 18.30 | 481.27 |
| Credit Card Charge | 05/20/2019 | | impressive print | promo cards | US Bank CC | √ | 3.320 · Marketing | 85.00 | 566.27 |
| Credit Card Charge | 05/20/2019 | | Amazon.com | sedge book | US Bank CC | √ | 3.310 · Public Education | 32.62 | 598.89 |
| Credit Card Charge | 05/20/2019 | | Amazon.com | wetland book | US Bank CC | √ | 3.310 · Public Education | 17.26 | 616.15 |
| Credit Card Charge | 05/20/2019 | | Amazon.com | trash pick-up tools | US Bank CC | | 3.310 · Public Education | 77.02 | 693.17 |
| Credit Card Charge | 05/20/2019 | | Vista Print | envelopes | US Bank CC | √ | Supplies | 77.69 | 770.86 |
| Transfer | 05/21/2019 | | | Funds Transfer | US Bank CC | | Checking - 1987 | -883.29 | -112.43 |
| Credit Card Charge | 05/25/2019 | | Adobe "Creative Cloud | | US Bank CC | √ | Software | 32.20 | -80.23 |
| Credit Card Charge | 05/31/2019 | | Campground Signs.com | aluminum sign and post | US Bank CC | √ | 3.310 · Public Education | 36.90 | -43.33 |
| Credit Card Charge | 06/01/2019 | | Google*SVCAPPS_VLAWM | | US Bank CC | √ | WEB | 20.83 | -22.50 |
| | | | | | | | | -22.50 | -22.50 |
| May 1 - Jun 1, 19 | | | | | | | | | |

To: Board of Directors

From: Stephanie McNamara, Administrator

Date: June 20, 2019

Re: III. B. Grass Lake – West Vadnais flooding /EAW short and long term management

As you know, Rice Street has been flooded since April in the low area between Grass Lake (RWMWD) and West Vadnais Lake (VLAWMO). (See Fig. 1) High waters in the Vadnais wetland south of Vadnais Blvd. for the first time in recent memory have triggered an overflow we were unaware of under the 5-Star mobile home park and into Twin Lake. Twin Lake is above flood level with one home sandbagged and as of last week water being pumped into the MNDOT system. As of this memo, the water levels have retreated significantly and Ramsey County plans to raise the low area elevation of Rice Street by 4". (See Fig. 2.)

Fig. 1 Grass – W. Vadnais – Twin Lakes flow

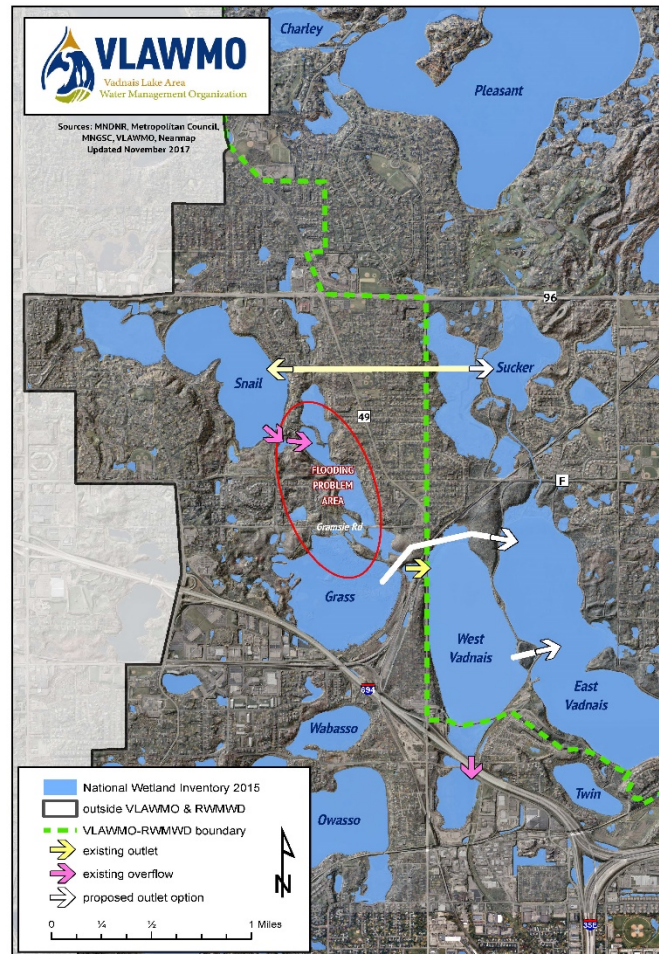


Fig. 2 Rice Street elevation area – increased by up to 4 inches



Ramsey Washington Metro Watershed District (RWMWD) has done a great deal of study of ground and surface water and increased storage in the area north Grass Lake in the last 2 – 3 years. See the red circled area in Fig. 1. They are just about wrapping up their efforts to maximize stormwater storage and minimize flooding. They are concerned that possible changes in climate patterns will require even more capacity to deal with stormwater than is currently available. Ways to further stormwater capacity and resiliency they feel are needed.

Question #1: Should the normal outlet of West Vadnais be lowered to allow for more ‘live’ (for storm events) storage?

RWMWD have approached VLAWMO with the proposal to lower the outlet (normal) elevation of West Vadnais by 0.8 feet. The VLAWMO Board requested an Environmental Assessment Worksheet (EAW) process be followed to allow for public comment and maximum transparency.

EAW

Some of the data collection, analysis and studies have been done already and the rest are underway. Hydrologic modeling of Grass – W. Vadnais and south as well as groundwater studies between East and West Vadnais are complete. Wetland delineation and functional assessment on the northern wetland are scheduled as is the bathymetric survey of West Vadnais. Most of the draft information should be available by mid - late July. VLAWMO is sponsoring the bathymetric survey as part of already planned work and RWMWD will have Barr do the wetland assessment.

VLAWMO will serve as the RGU or responsible government unit with jurisdiction as West Vadnais is in VLAWMO. RWMWD is the applicant proposing a change. Barr Eng. is preparing the EAW report with RWMWD paying for their work. When the full EAW report is complete, VLAWMO will notice a 30-day

comment period. This allows the public and other agencies an opportunity to comment on the project and possible environmental effects. Some Barr Eng. hours are allocated to help VLAWMO respond to comments. After that, the VLAWMO Board holds a public meeting and decides if enough information is available to make a decision on the proposal or if an Environmental Impact Statement (EIS) is needed.

Question 2: Is the VLAWMO Board willing to meet with the RWMWD Board to discuss the issues?

This was brought up briefly at our last meeting. The lake lowering question was on the table at the time and water was continuing to rise. Recently the lake levels have been going down but another question is on the table regarding how and who should manage West Vadnais. Some of their Board have expressed a desire to have more control over management given the hydrologic connection. Their Board has asked their staff to explore the pros and cons of changing the watershed boundary to annex West Vadnais to RWMWD.

The lake level lowering, if it happens in the future, will not affect this summer's flooding concerns. It would need to wait until the W. Vadnais lake level is below the current outlet elevation.

Possible Agenda for Special joint meeting of the Boards:

- Briefing on current situation and review of what has been done to address flooding
- Review of draft EAW information
- Consider adjusting the lake level of West Vadnais.
- Consider pros and cons of a boundary change including the W. Vadnais drainage area or other management strategies

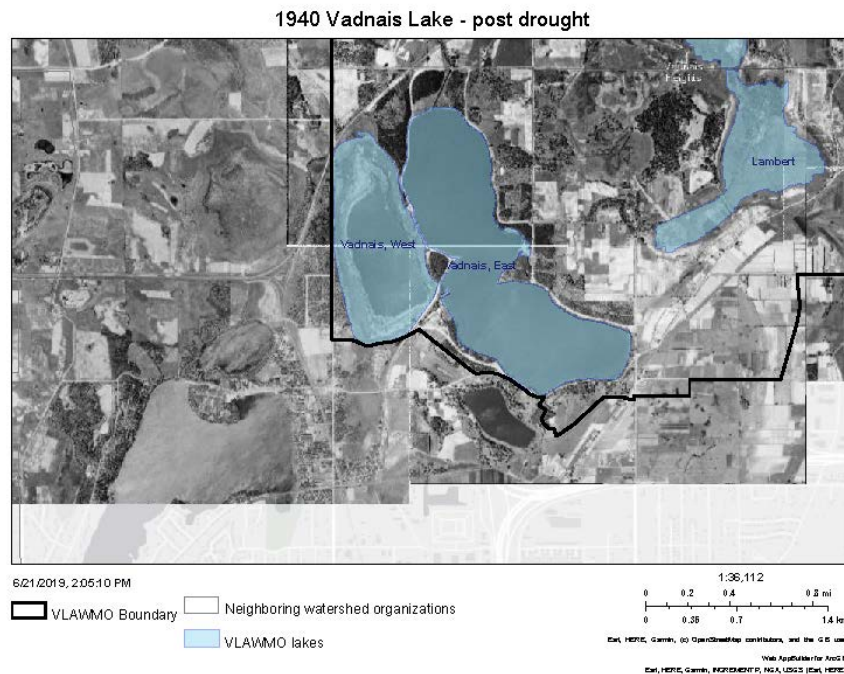
#3. Management of West Vadnais Lake Question: VLAWMO, RWMWD or joint effort?

VLAWMO management:

- VLAWMO has moved the SLMP (lake plan) up to 2020 with its Plan amendment. Studies such as the frog and toad survey and the bathymetric survey are happening this summer to support lake planning efforts. Water quality monitoring has been ongoing since 2009.
- Early maps of the area show East and West Vadnais connected and one lake, however since before 1940 the connection area of about 850 feet has been filled and a narrow road or trail separates the two lobes of Vadnais Lake into East and West. The East basin is the final reservoir of the St. Paul Regional Water Service (SPRWS), much deeper and with better water quality. SPRWS manages the reservoir.
- The west basin is shallower, poorer water quality and receives water from Grass Lake sometimes. Sometimes, about 3 -4 months of 2018 the flow reversed and water goes under Rice Street into Grass Lake from W. Vadnais.
- Both basins have a significant carp population.

- A shoreline wetland area on the north end of the W. Vadnais may be impacted by a permanent lake level change. VLAWMO has requested that this be adequately evaluated before any changes take place. Draining a wetland is not allowed under WCA. Existing bathymetry for the lake show it to be about 9 feet deep, but the shallowest contour starts at 5 feet deep. The new survey will offer more detailed information.
- Until the EAW is complete it is hard to know how a permanent water level change will affect the shoreline of East Vadnais. Fig. 3 shows an old 1940 aerial overlaid with contours. We don't know the lake level in the photo. It may well have been lower than proposed, but you can see the open water is significantly smaller.
- The culverts connecting Grass and W. Vadnais have been in place for decades. This connection is a porous boundary between the watersheds has been in place since the implementation of the Metropolitan Surface Water Management Act in the early 1980's. There are several areas west of Rice Street in Shoreview that drain to VLAWMO. Map will be at the Board meeting. When VLAWMO was formed in 1983 a decision was made to not have Shoreview be a member. Since then VLAWMO has cooperated with Shoreview when there are stormwater impacts in those areas. Other areas Shoreview on the north end of the watershed that flow into North Oaks.
- There are about 37 parcels in the West Vadnais Lake drainage area, mostly residential. The property around the lake belongs to SPRWS and is considered part of the Vadnais – Sucker Lakes park.

Fig. 3. 1940 West Vadnais



Joint management efforts for West Vadnais

- When RWMWD asked to increase the culvert size under Vadnais Blvd. (south end of the lake), VLAWMO agreed.
- EAW work is cooperative. VLAWMO has provided water quality data and the bathymetric survey. RWMWD has included W. Vadnais in its hydrologic model, had a carp survey done, and a groundwater assessment to determine groundwater flow between the lakes. RWMWD also did a drinking water panel to see what would be needed to bring W. Vadnais water to E. Vadnais standards. There has been discussion on having a collaborative carp management.
- A southern outlet for the basin was added when I-694 was rebuilt. The pipe under the freeway was deliberately kept to 15 inches to control the rate of flow downstream into RWMWD Gervais channel. Flooding downstream was the concern.

RWMWD concerns

- They have been coping the last few years and this year in particular with flooding issues
 - North of the Grass Lake especially in the Crestview addition, Gramsie Road and Suzanne pond area.
 - The low area of Rice Street south of the RR bridge and Vadnais Blvd. both of which border VLAWMO.
 - 5-Star mobile home park
 - Twin Lake whose outlet is higher than the low floor elevation of the lowest home on the lake. It has been discovered that if the wetland area south of Vadnais Blvd. gets high enough not only are mobile homes threatened but an outlet on the SPRWS conduit line allows flow under the mobile home park and into Twin Lake.
- RWMWD would like more capacity for storage in the system and would like more control over the management of West Vadnais Lake. This would include the ability to change the normal water level of the lake.
- They are considering pros and cons of requesting a boundary change with VLAWMO that would move West Vadnais in RWMWD. Again, BWSR would be looking for both watersheds to agree to this before any change would happen.

Recommendation: That the VLAWMO Board hold a special meeting with the RWMWD Board in later July (24th, 30th or 31st) to discuss flooding issues associated with West Vadnais – Grass Lakes, information available from the draft EAW and management options.



MINUTES OF THE BOARD OF DIRECTORS
 April 24, 2019

| Attendance | | Present | Absent |
|-----------------------------------|-----------------------------|---------|--------|
| Jim Lindner, Chair | City of White Bear Lake | X | |
| Dan Jones | City of Gem Lake | X | |
| Rob Rafferty, Secretary-Treasurer | City of Lino Lakes | X | |
| Ed Prudhon | White Bear Township | X | |
| Marty Long, Vice Chair | City of North Oaks | | X |
| Patricia Youker | City of Vadnais Heights | X | |
| Stephanie McNamara | Administrator | X | |
| Brian Corcoran | Water Resources Mgr. | X | |
| Dawn Tanner | Program Development Coord. | X | |
| Nick Voss | Education & Outreach Coord. | X | |
| Tyler Thompson | GIS Watershed Tech. | X | |

Others in attendance: Paul Duxbury, VLAWMO TEC commissioner & representative

I. Call to Order

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

II. Approval of Agenda

McNamara proposed adding the agenda item, West Vadnais flooding, as item F under VI. F. West Vadnais Flooding.

A motion was made by Rafferty and seconded by Jones to approve the meeting agenda as amended with item VI. F. West Vadnais Flooding. Vote: all aye. Motion passed.

III. Approval of Minutes from February 20, 2019

A motion was made by Jones and seconded by Youker to approve the minutes from the February 20, 2019 Board of Directors Meeting. Vote: all aye, Long & Prudhon abstain. Motion passed.

IV. Visitors and Presentations

None present

V. Consent Agenda

A. Approval of Minutes

The meeting minutes for the February 20th, 2019 Board meeting are placed on the consent agenda for approval

B. Confirmation of Vice Chair election – Marty Long

Commissioner Marty Long of North Oaks was nominated at the February 20th, 2019 Board of Directors meeting to be the Vice Chairperson of the VLAWMO Board of Directors for 2019.

Discussion:

A motion was made by Rafferty and seconded by Jones to authorize the approval of the items on the consent agenda ([1] approval of the February 20, 2019 Board meeting minutes, as well as [2] the confirmation of election of Commissioner Marty Long as Vice Chairperson of the VLAWMO Board of Directors for 2019). Vote: all aye. Motion passed.

VI. Business

A. 2018 VLAWMO Audit Presentation – Chris Knopik, Liz Towne – Clifton, Larson & Allen

Knopik & Towne presented the results and finding of the 2018 VLAWMO audit, conducted by Clifton, Larson, & Allen LLP. Staff is recommending authorization of the final draft of the 2018 VLAWMO Audit, as well as the signing of the required supplementary information (RSI) document.

Discussion: Prudhon asked is the credit card review should be done by the Board Treasurer or Board member. Knopik & Towne answered yes. When also asked it was confirmed the fund balance range is VLAWMO policy. Lindner asked what the reconciliation policy is for credit cards. Rafferty confirmed that this could include comparing the monthly credit card statement with receipts and activities.

A motion was made by Prudhon and seconded by Youker to authorize the finalization of the 2018 VLAWMO Audit by CLA, LLP, as well as the signing of the audit RSI. Vote: all aye. Motion passed.

B. Water Plan Amendment – Dawn/Stephanie

Tanner and McNamara overviewed a summary of the changes and revisions of the 10 year VLAWMO Comprehensive Water Management Plan (Water Plan) that are included in the proposed 2019 Amendment. Typical changes are those in the plan and budget to reflect updated projects and programs. At their April 12th meeting, the VLAWMO Technical Commission recommended submittal of the Draft 2019 Water Plan Amendment to the Board. Staff is requesting the VLAWMO Board of Directors authorize the distribution on the draft 2019 Amendment to the Water Plan to partner agencies, as well as establish notice for a public hearing to review these changes.

Discussion: Lindner asked about the draft Water Plan budget and how it will affect VLAWMO's reserves. McNamara says it may, and may help us move towards VLAWMO's 35% reserve goal.

A motion was made by Rafferty and seconded by Jones to authorize the distribution of the Draft 2019 Amendment to the 2017-2026 VLAWMO Comprehensive Watershed Management Plan, as well as establishment of notice for a public hearing to present these changes. Vote: all aye. Motion passed.

C. Insurance and JPA change direction

McNamara reported the Watershed has been exploring switching insurance providers to the League of Minnesota Cities (LMC) as a lower-cost alternative to VLAWMO's current Provider. In order to switch Providers, the LMC requires additional language regarding liability in VLAWMO's JPA, which would require VLAWMO's JPA members to consider and approve these changes in the JPA. Staff recommends the Board authorize distribution of the JPA with additional language regarding liability, with questions or comments submitted by the end of May 2019, and signed JPA amendments forwarded to VLAWMO for distribution to the whole Membership by July 15, 2019.

Discussion: Rafferty clarified that we would be switching to LMC. Youker asked what the annual savings would be by switching- McNamara replied \$1,000/yr.

A motion was made by Rafferty and seconded by Youker to authorize the distribution of the amended JPA to include liability language to VLAWMO Joint Power Agreement Members, with question & comments returned by the end of May 2019, and signed JPA amendments forwarded to VLAWMO for distribution of the whole Membership by July 15, 2019. Vote: all aye. Motion passed.

D. Lambert Creek

1. Lambert Lake 319 grant funded, loan, & General Obligation Note

VLAWMO's application for 319 grant funding for the Lambert Lake Project was approved. Tanner summarized the financial breakdown that allows VLAWMO to complete maintenance and the improvement Project on Lambert Lake. There is a General Obligation Note that needs to be signed confirming that VLAWMO is able to

receive grant funding and the loan, though does not obligate VLAWMO to accept funding by signing the GON.

Discussion: Rafferty asked for confirmation that the fiberglass weir is failing as compared to the steel. This was confirmed by staff. It was asked if there are measurable goals for reductions and improvements as part of this funding. This was confirmed that having measurables of effectiveness are part of grant reporting.

A motion was made by Jones and seconded by Youker to authorize entering into the 319 grant, and signing the General Obligation Note submitting the proposal and designating the program manager as representing VLAWMO. Vote: all aye. Motion passed.

2. SEH update on Lambert Lake

Corcoran reported SEH is moving forward with securing quotes for soil borings on the berm where the failing fiberglass sheetpiling needs replacement. Once borings are completed, the length of the replacement sheetpile can be determined, and Engineer's cost estimate will be provided.

3. DIY monitoring units

Tanner presented VLAWMO is planning to go forward with funding and building 4 automated DIY flow monitoring units with LimnoTech. These units will be used to monitor rates on 4 locations on Lower Lambert Creek to estimate pollutant reductions. The cost of the workshop to build the units and the hardware itself is \$10,825. Tanner recommends approval from the Board to enter into the contract with Limnotech in the amount of \$10,825.

A motion was made by Prudhon and seconded by Jones approving the LimnoTech workshop monitoring equipment cost of \$10,825. Vote: all aye. Motion passed.

E. Pleasant/Charley/Deep

1. Contract with Carp Solution

Tanner outlined that one of the identified issues in the SLMP resident survey for the North Oaks Chain is Common carp control. Tanner consulted with Carp Solutions for a bid for a 2-year carp survey that will be the basis of a carp removal plan. Staff is recommending the approval of the Carp Solutions quote in the amount of \$15,341 for the 2-year carp population survey in the North Oaks Chain of Lakes.

Discussion: Prudhon asked if bow fishing of carp has been considered. Rafferty asked how solid the population estimates are. Tanner explained the science behind it and how the estimates are extrapolated.

A motion was made by Rafferty and seconded by Jones to approve the 2-year carp population survey for the amount of \$15,341. Vote: all aye. Motion passed.

2. Lake association development

Tanner has been working with the Pleasant-Deep-Charley group in North Oaks for the possibility of establishing a joint Lake Association for a collective power of implementing large-scale projects and studies in the subwatershed.

Discussion: The Board expressed that cost sharing with the carp study, if the Lake Association materializes, is very important.

F. West Vadnais Flooding

McNamara presented that RWMWD is looking to go ahead with work to lower the water level in West Vadnais Lake to increase water bounce and storage. McNamara asked if the Board would like VLAWMO staff to informally review this request from RWMWD, or if the Board would like to support a formal public and EAW review of this plan.

Discussion: The Board’s consensus and direction was that a formal process should be followed for identifying any effects that may result from the lowering of the surface elevation of West Vadnais Lake from its current OHW elevation, including an Environmental Assessment Worksheet (EAW).

VII. Operations and Administration

A. TEC Report and Financial – April

The April VLAWMO Technical Commission Report to the Board was presented by TEC Commissioner Paul Duxbury and the December financial report was discussed by McNamara.

B. Draft 2020 Budget – first consideration

McNamara presented the first iteration of the 2020 Draft Budget that includes 2 new line items: *Consultant – Engineering & Technical* and *Wetland assessment & management*. No action was requested from the Board at this time, but their discussion and direction was solicited.

Discussion: Lindner asked the commissioners to review the 2020 Draft Budget and to forward on any questions or thoughts to McNamara.

C. Education

1. Annual report, water matters, and spring events

Voss updated that the 2018 annual report, summary, water monitoring summary and new cost share brochure are now available. Voss also ran down the spring 2019 event calendar, as well as proposed the August or October VLAWMO Board meetings as times to have Brook Asleson, MPCA Chloride Specialist, as a guest speaker for a Water Matters presentation.

Discussion: Voss asked the Board if they would be open to 2 dates for Water Matters.

D. Project updates

1. Goose Lake

a) Oak Knoll pond study & WBF

Thompson updated the Board on the status of the Oak Knoll Pond spent lime treatment on OKP as a partner to Barr Engineering. Staff is awaiting a monitoring plan and further instruction to begin. Thompson is still gathering survey data for Barr Engineering for use in the Goose Subwatershed H&H study and Report.

b) Alum treatment preparation

Tanner updated that she has been working with oversight agencies and has developed a Draft sample ordinance for boating restrictions on East & West Goose Lakes for the adoption by the City of White Bear Lake. The Draft has been reviewed by Barr Engineering and VLAWMO plans to meet with the Ski Otters to review and discuss the sample ordinance. Staff will present a recommendation for a final draft of the ordinance to the Board at their June meeting.

2. Birch Lake – 4th & Otter

Thompson updated that the Draft Plans for the IESF have been reviewed and commented on by Project Partners and these comments are being worked into final plans by Barr. A meeting of the Partners, along with Barr Engineering will take place on May 1st to discuss the updated plans moving towards finalization and on to preparation for sending out for bid.

3. Great River Greening proposal accepted

Tanner announced VLAWMO’s proposal for restoration of 45 acres in Vadnais-Sucker Lakes Regional Park has been accepted and will be included in the portfolio of projects that will be presented to the LCCMR for consideration. It is expected that the final amount of area for restoration will decrease, but the details will be announced by the end of summer 2019.

E. WCA – Sucker Trail

Corcoran presented to the Board a culvert blow-out on a paved recreation path in Vadnais-Sucker Park. Ramsey County Parks will be replacing the culvert and reconstructing the path, and a no-loss WCA application and TEP review of proceedings will take place. No action from the Board is necessary.

F. Wetland health assessment

1. Frog and toad call surveys

Tanner has been conducting frog/toad calling surveys in 14 sites in the Watershed to study core wetland complex areas. Surveys will be completed by mid-July.

2. Consultant Delineation & Assessment

Corcoran explained that VLAWMO's current Water Plan calls for an updated assessment of 2001 survey that covers 25% of VLAWMO's wetlands. The purpose of this assessment is to determine if the function of those wetlands has increased, decreased or have remained the same. Staff is recommending moving forward with an RFP for a professional wetland assessment for all wetlands in each of the 7 subwatersheds, including a level-2 delineation for each basin, MNRAM classification, GIS deliverables, and subwatershed summaries with restoration possibilities. This work will allow staff to prioritize degrading wetland complexes in the watershed to aid in future project planning efforts.

A motion was made by Prudhon and seconded by Youker to authorize staff to submit an RFP for a consultant to conduct a multi-year Watershed assessment of VLAWMO's wetlands. Vote: all aye. Motion passed.

G. Cooperative Weed Management Agreement MOU and update

Tanner gave an update on VLAWMO's partnership with the CWMA MOU, as well as Oriental Bittersweet infestations in North Oaks.

VIII. Discussion

A. Water Gremlin questions

McNamara reported that VLAWMO has been contacted by a variety of concerned citizens that have requested the Watershed be an unbiased third party to test groundwater and soil for TCE contamination. Staff is soliciting direction from the Board for staff to conduct its own TCE sampling in the area around Water Gremlin, and if the Watershed should have any other role in this situation.

Discussion: Lindner mentioned he was not favorable for VLAWMO testing, as the testing would unlikely yield different results. Prudhon echoed this sentiment, and the funding is not prudent to conduct testing. The VLAWMO Board hears this concern and would like staff to continue to monitor testing processes and results, but will take the role as a stakeholder and overwatch agency in this process.

B. Trumpeter swans at Sucker Channel

With the deaths of Trumpeter Swans at Sucker Channel linked to lead poisoning, Tanner has created a support handout document to complement a document the MPCA has available. The VLAWMO TEC has supported the release of the VLAWMO-generated document, and is requesting the Board allow for the release and marketing of this same handout. Along with this, staff is also requesting authorizing to post 2 informational signs on the matter in Vadnais-Sucker Park, as well as consider VLAWMO takes an official position on the continued use of lead fishing sinkers and shot.

Discussion: Lindner questioned how far we would go with dredging. Jones and Lindner stated they supported the informational signs. No formal motion was made, though the Board authorized the

placement of informational lead signs at Vadnais-Sucker Lakes Regional Park, adoption of the VLAWMO lead handout, and did not adopt an official position against lead sinkers or shot.

IX. Administration Communication

None.

X. Adjourn

A motion was made by Prudhon and seconded by Jones to adjourn at 9:25 pm. Vote: all aye. Motion passed.
Minutes compiled and submitted by Tyler Thompson.

DRAFT



800 County Road E E, Vadnais Heights, MN 55127
www.vlawmo.org; Office@vlawmo.org

To: Board of Directors

From: Brian Corcoran

Date: June 26, 2019

Re: V.A. WCA – Specialty Manufacturing Replacement Plan

The purpose of the project is to construct a Specialty Manufacturing warehouse facility with associated site improvements including parking lots, loading docks, grading for future office space, addition to the existing southern facility on site, stormwater ponds, and wetland mitigation.

Specialty Manufacturing Company has been looking to develop a new building, add a building addition to their existing southern facility, and add a future potential office building near its existing facilities (5858 Centerville Rd, White Bear Township, MN, 55127). Specialty Manufacturing purchased the site in 1989 with the plan to eventually consolidate all of their six metro locations to one central business campus and allow them room to expand their business in the future. Around 1991, Specialty Manufacturing built the northern building on site and in 2006, they built the southern building. In 2006 they moved all metro locations to this business campus and in 2015, they acquired another company and moved that business onto this existing central business campus. Due to the increase in growth at both of their existing facilities, Specialty Manufacturing has begun to reach its capacity and is needing to expand its business campus onto its adjacent undeveloped property. In accordance with their strategic growth plans, they plan to keep growing their business and acquire other businesses, and thus need the additional space for their business growth and future acquisitions.

TEP is in agreement with the replacement plan and sequencing for impact.

Per VLAWMO policy wetland impact should be mitigated on site if possible and within same bank service area (BSA) as impact.

Total existing wetland acreage on site: 3.67 acres

Total impacted wetland acreage on site: 1.45 acres

Total on-site mitigation acreage: 2.16 acres

Total off-site mitigation acreage (mitigation bank): 0.74 acres

Required on-site mitigation acreage: 2.9 acres (2:1 mitigation ratio)

Current mitigation acreage on-site: 2.16 acres (1.5:1 mitigation ratio)

Recommendation: We request that the Board make a recommendation for approval of the Specialty Manufacturing replacement plan with 2.16 acres of mitigation on site and 0.74 acres of credit bought in major watershed BSA #20 Mississippi (metro). Also approve with the following conditions; 1) All appropriate deed recording be submitted of wetland and mitigation, 2) A bond/cash surety in the amount sufficient to cover 125% of costs of mitigation be submitted prior to wetland impact, 3) minimum 5 years of mitigation monitoring and maintenance.



800 County Road E E, Vadnais Heights, MN 55127
www.vlawmo.org; Office@vlawmo.org

To: Board of Directors

From: Stephanie McNamara, Administrator

Date: June 20, 2019

Re: V.B. First Amendment to the Joint Powers Agreement

In April the option of pursuing insurance through the League of MN Cities Insurance Trust was discussed and the Board directed that an amendment to the VLAWMO Joint Powers Agreement adding liability language be sent to our member communities. This language was being required by LMCIT. I am happy to report that all of our members have approved the amendment. It is considered executed as of June 13, 2019. No further action is required of the Board.

I have asked our insurance agent to pursue the proposal from the LMCIT and will report back to you on the status and costs at an upcoming meeting.



800 County Road E E, Vadnais Heights, MN 55127
www.vlawmo.org; Office@vlawmo.org

To: Board of Directors

From: Dawn Tanner & Stephanie McNamara

Date: June 26, 2019

Re: V. C. Goose Lake Science to inform post-treatment restriction possibilities

VLWAMO is preparing to submit the proposal for grant funding to conduct an alum treatment in Goose Lake. Goose Lake has been intensively researched, and an alum treatment was recommended as the optimal treatment to improve water quality and delist the lake from the State Impaired Waters List. High internal nutrient load from historical municipal wastewater input and decades of high external loads have led to high nutrient content in the sediment that releases during warm months and when water above the sediment is anoxic. Nutrient release stimulates high algae growth and negatively impacts water quality. Sediment studies and engineering recommendations have been presented and established over previous years in preparation for the alum treatment. To perform well in the grant round, BWSR recommended establishing ordinances that would be in effect to protect the alum-treatment investment and obtaining permits prior to grant submission.

Staff contacted MPCA regarding permitting. No permit is needed. We do need a cover letter of support from MPCA. The agency has all necessary documentation, including the engineering report, and is ready to draft the cover letter of support once funding is established. MPCA will not send the cover letter in advance. This has also been presented to the Board during prior meetings.

The June 26 Board meeting is focused on presenting science to date to help the City of White Bear Lake establish the best ordinance to protect the lake, while recognizing the designation of the lake as Recreation and Development (MN DNR). VLWAMO contacted residents living around Goose Lake to ask their preferences. The letter sent by VLWAMO and responses received from stakeholders are included in the Board packet. The VLWAMO Board stated a strong preference for rigorous control of recreation.

Dawn Tanner will present scientific literature that outlines what is known about alum treatments in shallow lakes, how the process works, and why limiting resuspension of sediment is important in allowing the alum treatment to be successful and protecting the investment over time.

Full content of the presentation is provided in a PPT that includes a list of references cited. That will be available after the meeting.

Recommendation: We request that the Board make a recommendation for their preference in restrictions and timeframe on Goose Lake. We also request that the Board formally offer this recommendation, along with the PPT/recorded presentation from VLAWMO, to the City of White Bear Lake, taking into consideration best available science and input from resident stakeholders. Finally, we request authorization to submit our proposal for grant funding to BWSR in August.

May 22, 2019

Dear resident of Goose Lake:

We have been conducting a multi-year process to address the nutrient impairment and improve water quality in Goose Lake. We seek your input as we consider upcoming activities.

Our goal is a healthy lake that is removed from the impaired waters list. With experts, we researched nutrient sources including analyzing sediment samples. We identified that a large amount of nutrients in the lake continue to be released from the sediment as a result of historical wastewater disposal. An alum treatment is recommended to bind nutrients and lock them into the sediment so they are not available to stimulate algae. VLAWMO plans to begin treating in 2020. The treatment is expensive, and we need to make it last.

Alum treatments are safe for aquatic life and will be monitored. Dosing is usually done over a couple of years. Because the phosphorus that is locked away becomes buried in the sediment, avoiding sediment disruption is critical. If you would like to know more about alum treatments, the N. American Lake Management Society has an excellent webpage: <https://www.nalms.org/nalms-position-papers/the-use-of-alum-for-lake-management/>

The City of White Bear Lake and VLAWMO have been working with commercial entities and homeowners to improve stormwater treatment so that nutrient loads do not build up following the alum treatment and create the same problems. VLAWMO has cost-share funds available if you would like to propose native plantings, rain gardens, or other efforts to clean or infiltrate water on your property. Let us know if we can help you.

We'd also like your help. We understand that skiing and boating are valued uses of Goose Lake. West Goose will continue to host water ski shows and will not receive treatment at this time. East Goose is the focus for treatment. Involved agencies and resource professionals strongly encourage limiting motorized boat traffic after treatment (ideally for at least a year), especially in shallow water. According to the WI Legislature boat turbulence from "prop wash" generally extends 4-6 feet below the propeller but that can be up to 10 feet. This is a major issue for a lake like East Goose that is only 6-feet deep. Minimizing lake bottom disruption will extend the life and success of the treatment. Any boating restrictions would put in place by the City of White Bear Lake. We offer 4 options toward the goal of extending the life of an in-lake treatment for East Goose Lake:

- 1) No motorized boating,
 - 2) No large speed boats (over a certain horsepower),
 - 3) A 200-ft no-wake zone near shore; this would include increased monitoring following treatment so that rules could change quickly if nutrient levels increase. In the year following alum treatment on East Goose, no high-powered boats would be allowed,
 - 4) No boating after a fall treatment until June of the following year and a no-wake zone of 200 ft. If increased monitoring shows a significant increase in phosphorus in the water, immediate restrictions would follow.
- 5) No treatment

Please respond by June 7 with your preference and, if applicable, the horsepower of your boat by email to: dawn.tanner@vlawmo.org. Comments and suggestions are welcome.

Thank you for your help with these questions and guiding our next steps!

Dawn Tanner, Program Development Coordinator



Dawn Tanner <dawn.tanner@vlawmo.org>

VLAWMO-Goose Lake Vote

1 message

Jenny Schoeneman <jenny.schoeneman@gmail.com>

Fri, Jun 7, 2019 at 8:51 AM

To: dawn.tanner@vlawmo.org, Scott Schoeneman <scott.a.schoeneman@gmail.com>

Dawn,

We're Goose Lake residents, and a boat owner. I would like to vote for option #4-No boating after a fall treatment until June of the following year and a no-wake zone of 200 feet.

Again, we are very supportive and excited about the efforts going into cleaning up Goose Lake. Boating is important to us (for many reasons) so we're genuinely vested in it remaining recreational.

Thank you,
The Schoenemans
1971 Rishworth Lane



Dawn Tanner <dawn.tanner@vlawmo.org>

Goose Lake

1 message

Jenny Schoeneman <jenny.schoeneman@gmail.com>

Wed, May 29, 2019 at 11:47 AM

To: dawn.tanner@vlawmo.org

Hi Dawn,

I'm a resident of Goose Lake, and I received the letter from VLAWMO with options for treatment of Goose Lake. I'm very excited about these efforts. Before we cast our vote, I wanted some clarification. Are we voting for an option for 1 year or for longer?

For example, option #1 (no motorized boating). Is that no boating for the 1 year of treatment or indefinitely?

Thank you,

Jenny Schoeneman

↳ follow-up from Kurt



Dawn Tanner <dawn.tanner@vlawmo.org>

Goose Lake VOTE

1 message

Lindsey Carpenter <lcarpenter@meshbesh.com>

Thu, Jun 6, 2019 at 2:54 PM

To: "dawn.tanner@vlawmo.org" <dawn.tanner@vlawmo.org>, Mr Kurt Carpenter <hubcarpenter@yahoo.com>

Cc: "stephanie.o.mcnamara@vlawmo.org" <stephanie.o.mcnamara@vlawmo.org>

Hello Dawn & Stephanie,

As Goose Lake residents we are in receipt of your letter dated May 22, 2019, asking for a vote. After receiving this letter we have talked to many neighbors on Goose Lake. The responses, to us, were over whelming that our community (Goose Lake residents) enjoy and are in support of the use of the lake including water sports and boating. There was strong objection to any restrictions on use of the lake including water sports and boating. We have neighbors who have lived on Goose Lake over 50 years and they have seen the improvement in the lakes (both East and West) with the introduction of boating, they have witnessed the change from stagnant ponds to desirable lake property.

We found it interesting that your letter has the extreme of "no motorized boating" but did not offer the option of "No Restrictions on Boating." The sense we got is that Goose Lake residents do not want boating restrictions. The neighbors enjoy the boating AND they don't want to see their property value diminish by turning a usable lake into a pond with restrictions. Just imagine if these type of restrictions were placed on White Bear Lake – similarly, residents would not be happy and how quickly the million dollar lawsuits would fly.

Your letter mentions the sediment. We saw great improvement when the bullheads were removed. Unfortunately, our neighbors informed us the bull heads are back! We have neighbors with packs of bullheads and dead bullheads lining their shore. We are certainly not interested in entertaining any alum treatment if that discussion does not also include removing further bullheads and dealing with the issue of run off. Our lake was looking really good from a clarity standpoint at the start of the spring but after rainfall it became green with algae due to runoff. Further addressing run-off needs to be a priority over any commitment to alum treatment and before any type of commitment of reduced use can be considered.

We are confused why the letter mentions funding for native plantings and rain gardens... we have made suggestions multiple times for this specifically on West Goose at the site of the ski show and Cabin 61 (also our property) and these were both denied... I'm not sure if this is just an empty offer? There is very little appetite for anyone to put in the time and effort in that idea as it continues to be rejected.

In talking to the neighbors – some were OK with Option 3 having the 200 feet no wake zone near shore – however they missed that the last sentence then says "In the year following treatment no "high powered boat" allowed" those we talked to did NOT agree with having no boats for a year.

Please accept this e-mail as 4 votes for Option 4. I am voting for our property (Kurt & Lindsey Carpenter) at 1947 Rishworth, our property at 4193 White Bear Ave, and our neighbors Eileen Ranalís at 1963 Rishworth, and Ken Paetzel at 1950 Rishworth – Ken and Eileen asked me to place their vote. Option 4 is our compromise that we would not use boats until June and would do a no wake zone of 200 feet from shore for one year only after treatment. We would ask that this be by agreement of the boat owners on the lake – we do not want

#3

ordinances or restrictions placed through the city. We would like in writing that if the alum treatment causes weeds to develop (curly leaf etc) that VLAWMO would take care of that problem as those weeds could make the lake unusable and that is a strong concern of the residents.

As Goose Lake Residents, a majority of us live there for the use of the lake and we pay property taxes that are more than double of our neighbors directly across the street (without lake access) so we can have the use, and boating, on Goose Lake. You talked about "public investment" but our homes – property taxes (every year) is a major investment financially for the use of the lake.

Further I want to mention that allowing trolling motors or fishing – arguably would stir up the bottom more than a ski boat – but that is really not a compromise for owners on Goose Lake as there are no trolling motors/ fishing boats/ or avid fisherman currently on the lake using it in that capacity.

Thank you for your time and attention.

Sincerely,

Lindsey A. Carpenter, partner

Attorney at Law

Meshbesh & Spence, LTD.

[1616 Park Avenue](#)

[Minneapolis, MN 55404](#)

612-339-9121 (voice)

612-339-9188 (fax)

www.meshbesh.com

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Dawn Tanner <dawn.tanner@vlawmo.org>

goose lake

1 message

Mike Laughlin <waterboy3538@yahoo.com>

Tue, Jun 4, 2019 at 10:07 AM

To: "dawn.tanner@vlawmo.org" <dawn.tanner@vlawmo.org>

Hi Dawn,
Mike Laughlin @ 4191 white bear ave

I wanted to reach out and let you know that I am open to either option 3 or 4.

My only 1 concern is that I have a submersible waterski course that rests on the bottom of the lake when not in use.

This could cause an issue with disturbing the ground sediment every time it is raised.
so maybe we should discuss options here.

My ski partner suggested maybe a permanent course that is anchored in and would never disrupt the sediment.
But just like everything, that costs money....

Let me know your thoughts!
Thanks
mike



Dawn Tanner <dawn.tanner@vlawmo.org>

Goose Lake in Lake Treatment

1 message

Pamela Younghans <pmyoungans@gmail.com>
To: dawn.tanner@vlawmo.org

Tue, May 28, 2019 at 12:23 PM

Hi Dawn! In response to your letter of
May 22 - option #2.

We love the new walk way!!

Thank you for your consideration!

Have a great day! Hope you enjoyed some time off during the holiday!

Kind regards,
Pam Younghans
pmyoungans@gmail.com
612 432-1495
Sent from my iPhone



Dawn Tanner <dawn.tanner@vlawmo.org>

Goose Lake Treatment Plan

1 message

Paul Gartzke <paul.gartzke@gmail.com>

Fri, May 24, 2019 at 5:25 PM

To: dawn.tanner@vlawmo.org

Good afternoon Dawn,

My name is Paul Gartzke, and my wife and I live on East Goose Lake at 4189 White Bear Ave. N. I am one of four boat owners on the lake, and this will be our third summer living here. Recreational use of Goose Lake and waterskiing is one of the reasons we moved here with our family, and our boat is 300 HP.

That said, water quality is extremely important to us, and we understand the need for maximizing the life of the alum treatment and increasing the chances of success.

Our preferred options for treatment is option #4: No boating after a fall treatment until June of the following year, and a no wake zone of 200ft from shore plus continued monitoring.

In addition, I would be happy to explore native plants and/or a rain garden if that would be beneficial as well. Would VLAWMO be the best place for me to learn about the options for native plants and installing a rain garden?

Thank you Dawn, and please let me know if you have any questions.

Paul Gartzke

Goose stakeholder voice





Dawn Tanner <dawn.tanner@vlawmo.org>

(no subject)

1 message

Jim Revoir <jimwhitebear58@gmail.com>

Fri, Jun 7, 2019 at 7:04 AM

To: dawn.tanner@vlawmo.org

east goose lake Alum treatment will not work 3ft. stormwater over 3 mile of nutrient .
east gooes lake has more water skiers hr. then west goose lake.
the major issue is it ok to dreinking water for ST PAUL
please NO TREATMENT

James Revoir
1925 e co rd F on goose lake



May 22, 2019

Dear resident of Goose Lake:

We have been conducting a multi-year process to address the nutrient impairment and improve water quality in Goose Lake. We seek your input as we consider upcoming activities.

Our goal is a healthy lake that is removed from the impaired waters list. With experts, we researched nutrient sources including analyzing sediment samples. We identified that a large amount of nutrients in the lake continue to be released from the sediment as a result of historical wastewater disposal. An alum treatment is recommended to bind nutrients and lock them into the sediment so they are not available to stimulate algae. VLAWMO plans to begin treating in 2020. The treatment is expensive, and we need to make it last.

Alum treatments are safe for aquatic life and will be monitored. Dosing is usually done over a couple of years. Because the phosphorus that is locked away becomes buried in the sediment, avoiding sediment disruption is critical. If you would like to know more about alum treatments, the N. American Lake Management Society has an excellent webpage: <https://www.nalms.org/nalms-position-papers/the-use-of-alum-for-lake-management/>

The City of White Bear Lake and VLAWMO have been working with commercial entities and homeowners to improve stormwater treatment so that nutrient loads do not build up following the alum treatment and create the same problems. VLAWMO has cost-share funds available if you would like to propose native plantings, rain gardens, or other efforts to clean or infiltrate water on your property. Let us know if we can help you.

We'd also like your help. We understand that skiing and boating are valued uses of Goose Lake. West Goose will continue to host water ski shows and will not receive treatment at this time. East Goose is the focus for treatment. Involved agencies and resource professionals strongly encourage limiting motorized boat traffic after treatment (ideally for at least a year), especially in shallow water. According to the WI Legislature boat turbulence from "prop wash" generally extends 4-6 feet below the propeller but that can be up to 10 feet. This is a major issue for a lake like East Goose that is only 6-feet deep. Minimizing lake bottom disruption will extend the life and success of the treatment. Any boating restrictions would put in place by the City of White Bear Lake. We offer 4 options toward the goal of extending the life of an in-lake treatment for East Goose Lake:

- 1) No motorized boating,
- 2) No large speed boats (over a certain horsepower),
- 3) A 200-ft no-wake zone near shore; this would include increased monitoring following treatment so that rules could change quickly if nutrient levels increase. In the year following alum treatment on East Goose, no high-powered boats would be allowed,
- 4) No boating after a fall treatment until June of the following year and a no-wake zone of 200 ft. If increased monitoring shows a significant increase in phosphorus in the water, immediate restrictions would follow.

Please respond by June 7 with your preference and, if applicable, the horsepower of your boat by email to: dawn.tanner@vlawmo.org. Comments and suggestions are welcome.

Thank you for your help with these questions and guiding our next steps!

Dawn Tanner, Program Development Coordinator



800 County Road E E, Vadnais Heights, MN 55127
www.vlawmo.org; Office@vlawmo.org

To: Board of Directors
From: Dawn Tanner & Stephanie McNamara
Date: June 26, 2019
Re: **V. D. Water Plan Amendment**

Our public comment period was open from May 3-June 3. During this time, we requested comment from State Agencies, Watershed Districts, residents, and other interested parties. We received letters that expressed appreciation for our request and “no comment” for changes or modifications from MPCA, Metropolitan Council, MN DNR, and MDA. After the comment period closed, BWSR confirmed that our amendment qualified as a “minor amendment,” requested that we notice and hold our public meeting, seek authorization from our Board to distribute pages that were changed as a result of the amendment, and distribute pages.

We are holding the public meeting during this Board meeting. That has been noticed on the VLAWMO website on June 12 and June 18. It was also posted in the local Press Publications under announcements for June newspapers and online.

In our amendment, we:

- Expand upon wetland surveys and monitoring
- More explicitly include restoration projects when identified from surveys & monitoring
- Define next steps for Lambert Lake and Birch Lake
- Update the SLMP schedule to reflect approved changes for focal years
- Update budget to reflect current prices and project implementation schedules (to the best of our knowledge and ability)

The full letter from BWSR is included in the packet.

Recommendation: We request that the Board formally authorize Resolution 01-2019, which accepts the amendment and authorizes distribution of pages to members on the BWSR State Agencies Review Roster.

June 7, 2019

Stephanie McNamara, Administrator
Vadnais Lake Area Watershed Management Organization
800 East County Road E
Vadnais Heights, MN 55127

RE: Vadnais Lake Area Watershed Management Organization - Plan Amendment (Minor)

Dear Ms. McNamara:

On May 3, 2019, the Board of Water and Soil Resources (BWSR) received documentation of proposed changes to the Vadnais Lake Area Watershed Management Organization (VLAWMO) Comprehensive Watershed Management Plan (Plan) submitted in accordance with the minor amendment process defined in MN Rules 8410.0140 Sup.2. VLAWMO also distributed the minor amendment documentation to plan review authorities and other stakeholders for the required 30-day review and comment period. The Plan amendment includes:

- Clarification of Strategy 1-1-1 to also include Lambert Creek.
- Addition of Strategy 1-1-5 for implementation of BMPs to achieve total maximum daily load waste load allocations for impaired water resources in the watershed.
- Clarification of Strategy 1-3-2 which incorporates monitoring of sensitive species in wetlands.
- Clarification of Strategy 1-3-4 which identifies that restoration projects may be completed.
- Revisions to the proposed surface lake management plan schedule in Table 2.
- Clarification in *Section 3 VLAWMO Core Activities*, which more clearly identifies VLAWMO's role as the ditch authority for Lambert Creek.
- Addition of capital maintenance and restoration capital improvement project activities in the Lambert Creek Subwatershed.
- Addition of implementation of capital improvement projects to reduce nutrients to Goose Lake (East & West).
- Removal of the Polar Chevrolet channel and addition of aquatic invasive species management and internal loading capital improvement projects and programs for Goose Lake (East & West).
- Addition of 4th and Otter Lake Road capital improvement project.
- Addition of capital improvement projects and programs for BMPs to improve water quality on Deep Lake.
- Addition of Pleasant Lake sedimentation study.
- Addition of capital projects and programs for Sucker-Vadnais Subwatershed which includes completion of wetland health assessments and restoration projects, research on indicator species, and completion of invasive species management for West Vadnais Lake.

- Revisions to the Plan implementation schedule and budget in Figure 15.

BWSR staff had no comments. Staff for the Department of Agriculture, the Department of Natural Resources, the Pollution Control Agency, and the Metropolitan Council stated that their respective agency had no comments.

We commend VLAWMO for maintaining a current watershed management plan. Once VLAWMO legally notices and holds the public meeting on the Plan amendment in accordance with MN Rules 8410.0140 Subp. 2 and the VLAWMO Board of Directors adopts the changes, please print and forward those changes in the form of replacement pages for the Plan to all plan review authorities and plan holders in accordance with MN Rules 8410.0140 Subps. 4-5. Refer to the Metro Plan Review Roster found on the BWSR website for the format that each review agency has requested (BWSR requires hard and electronic copies). Feel free to contact me with any questions at 651.350.8845.

Best Regards,



Melissa King
Board Conservationist

Cc: Dawn Tanner, Vadnais Lake Area Watershed Management Organization

**VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION
RESOLUTION 01-2019**

**RESOLUTION DESIGNATING THE PROJECT REPRESENTATIVE TO MPCA FOR
THE VLAWMO BACTERIA, SEDIMENT, & NUTRIENT REDUCTION PROJECT**

WHEREAS, the Cities of Gem Lake, Lino Lakes, North Oaks, Vadnais Heights, and White Bear Lake, and the Township of White Bear Lake (“Members”) are party to a joint powers agreement entitled Joint Powers Agreement To Protect And Manage The Vadnais Lake Area Watershed (the “Joint Powers Agreement”); and

WHEREAS, the Joint Powers Agreement provides for the establishment of the Vadnais Lake Area Water Management Organization (“VLAWMO”), organized in accordance with the Metropolitan Surface Water Management Act, Minn. Stat. § 103B.201 et seq., and Minn. Stat. § 471.59, which is managed by a Board of Directors (“Board”); and

WHEREAS, the Board is authorized to undertake various projects to further the purposes of VLAWMO; and

WHEREAS, Agency comment has been requested and received by VLAWMO, public comment has been initiated and noticed as required, VLAWMO has received no comments with requests for changes to the proposed Minor Amendment, and BWSR has authorized VLAWMO to proceed to formally adopt the Amendment and distribute modified pages to the Comprehensive Watershed Management Plan,

THEREFORE, BE IT RESOLVED by the Vadnais Lake Area Watershed Management Organization that the Minor Amendment be formally adopted as of June 26, 2019, and pages distributed to agency representatives as specified by BWSR.

BE IT FURTHER RESOLVED that the Vadnais Lake Area Watershed Management will undertake activities outlined in the Amendment continue to expand upon plans for projects to improve water quality.

WHEREUPON the above resolution was adopted at a regular meeting of the VLAWMO Board of Directors this 26th of June, 2019.

James Lindner, Chair

STATE OF MINNESOTA
County of Ramsey

I, **Tyler Thompson**, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the **Board of Directors** of said VLAWMO, that I have compared the above resolution with the original passed and adopted by the **Board of Directors** of said VLAWMO

at a regular meeting thereof held on the 26 day of June at 7:00 pm, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

Attest:

Tyler Thompson, VLAWMO



Date: June 2019

To: the Board of Directors

From: Nick Voss, Education and Outreach Coordinator

Re: **V. E.1. Community Blue: Creative Landscaping**

VLAWMO's Master Water Stewards (Ed and Ceci Shapland) have created a capstone project as part of the Master Water Stewards program. Fitting this unique volunteer role into VLAWMO best fits in the Community Blue grant program. The project includes multiple landscaping features such as a raingarden and groundcovers for stormwater and erosion control, and educational components. The education components utilize the landscaping projects as a demonstration and encouragement for area residents to learn about the projects, get ideas of their own, and understand the reason for them in terms of watershed improvements.

The landscaping features two erosion control measures (side yard) which are under Community Blue, and a separate raingarden (front yard) which is under the cost-share program.

The education components will feature all three landscaping features. Components of the effort include a photo play-by-play of the construction, newspaper, neighborhood newsletter, and social media articles, and a watershed BMP tour. This watershed BMP tour will start at Ed and Ceci's home, and travel to 4-5 other highlight cost-share projects in the watershed. Ed and Ceci will be equipped with the backstory and specs of each BMP on the tour to discuss the projects to attendees. They'll be renting a 15-passenger mini-bus to facilitate the tour. This experience is a great investment for them as Master Water Stewards because it prepares them to do similar site tours of cost-share projects and public projects (such as Whitaker Treatment Wetlands) in the future. Construction is to be done in July-August and the tour will take place in mid-late August. VLAWMO will have educational access to the landscaping projects for a minimum of five years.

The grant request is \$6,369.30. Rollover Community Blue funds from 2018 (\$2,000) have helped strategically plan for this project's budget. There are no other Community Blue projects in currently in development for 2019, and with this project we would have 40% of the funds remaining, \$4,705.70.

Please see attached Community Blue Grant application for more information.

Grant was approved by the TEC at the June 14th, 2019 TEC meeting.

Board recommendation: Approval of 'Creative Landscaping' grant to utilize the project as a demonstration/education project for the watershed, and support the learning and investment of VLAWMO's Master Water Stewards.

Detailed Budget for Community Blue Project

| Expense item | North Project | South Project | Project Sum |
|---|--------------------|--------------------|--------------------|
| Regrade project area | \$ 1,860.00 | \$ 1,210.00 | \$ 3,070.00 |
| Edging | 0 | \$ 55.00 | \$ 55.00 |
| Plant | \$ 288.00 | \$ 510.00 | \$ 798.00 |
| Plant delivery | \$ 67.50 | \$ 67.50 | \$ 135.00 |
| Tax | \$ 24.83 | \$ 43.97 | \$ 68.80 |
| Labor | \$ 212.50 | \$ 212.50 | \$ 425.00 |
| Mulch | \$ 440.00 | \$ 440.00 | \$ 880.00 |
| Mulch delivery | \$ 75.00 | \$ 75.00 | \$ 150.00 |
| Labor / project admin | \$ 240.00 | \$ 240.00 | \$ 480.00 |
| Total | \$ 3,207.83 | \$ 2,853.97 | \$ 6,061.80 |
| Van for tour including gas and other fees | | | \$ 257.50 |
| Refreshment for tour | | | \$ 50.00 |
| Total budget | | | \$ 6,369.30 |



Vadnais Lake Area Water Management Organization

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

COMMUNITY BLUE GRANT APPLICATION

Please submit form and required materials to: NICK VOSS
 Nick.Voss@vlawmo.org

BASIC INFORMATION

| | |
|--------------|---|
| PROJECT NAME | Creative Landscaping for Prevention of Erosion and Ongoing Community Education-a Capstone Project |
|--------------|---|

| | |
|----------------|----------------------|
| CONTACT PERSON | Ceci and Ed Shapland |
|----------------|----------------------|

| | | | |
|---------|------------------------|----------|------------------------|
| ADDRESS | 470 Vadnais Lake Drive | CITY ZIP | Vadnais Heights, 55127 |
|---------|------------------------|----------|------------------------|

| | | | | | |
|--------------|--|-------|--------------|---------------|------------------------|
| ORGANIZATION | | PHONE | 612-816-7721 | EMAIL ADDRESS | cecishapland@gmail.com |
|--------------|--|-------|--------------|---------------|------------------------|

| | |
|---|--|
| WHAT GEOGRAPHIC AND/OR DEMOGRAPHIC AREA DO YOU SERVE? | John Mitchell Preserve Neighborhood, Vadnais Lake Area Water Management Organization |
|---|--|

| | |
|------------------------------|-----------|
| HOW MUCH ARE YOU REQUESTING? | \$6369.30 |
|------------------------------|-----------|

| | |
|--|--|
| HOW MUCH ARE YOU PREPARED TO MATCH OR PROVIDE IN-KIND? | All community educational activities will be carried out by volunteers, including writing articles for the newspaper, planning and directing a tour for community residents to learn about best management practices for erosion and storm drainage and creating a presentation of the project. Education based on project activities will be ongoing as part of this project. |
|--|--|

APPLICANT INFO

PROJECT BACKGROUND

INTRODUCTION & GOAL

- A: DESCRIBE THE MISSION AND GOALS OF YOUR ORGANIZATION/PROFESSION AND WAYS IT RELATES TO WATER RESOURCES.
 B: IN 2-3 SENTENCES: WHAT DOES THE PROJECT DO (LIST HARD DETAILS OF #, PLACE, EVENT, ETC.) AND WHAT'S THE GOAL?

1. We, Ed and Celia Shapland, were selected by VLAWMO to train as their first Master Water Stewards. Over the course of the last year, we have taken classes through Freshwater and have now developed a Capstone Project with the people at VLAWMO. The mission and goals of the Master Water Steward Program is to educate citizens about water resources and best management practices to protect area lakes, streams and wetlands. In turn, the stewards become community spokespeople for the water organization and educate people about best management practices (BMP) for area lakes and wetlands.

2. This project will put into place two best management practices to prevent erosion and manage the flow of runoff into wetlands from the back of our home thus limiting the amount of dirt and silt that flows into the wetlands which are connected to East Vadnais Lake. This project will serve as a stepping off place for area education about ways to contain erosion. An important goal of the project is to illustrate the importance of addressing areas of erosion in home yards and the effect it can have on wetlands lakes and streams. These best management practices will serve as an ongoing "classroom" for community residents to learn about best management practices and protecting area water resources.

2. DESCRIBE HOW YOUR PROJECT WILL PROTECT OR IMPROVE WATER QUALITY. FOR EDUCATIONAL COMPONENTS, DESCRIBE BEHAVIORS AND ACTIONS THAT WILL BE ENCOURAGED THROUGH THE PROJECT AS THEY RELATE TO WATER.

This project will protect and improve water quality because it will insure cleaner run-off from the hillside into the wetlands and ultimately into East Vadnais Lake. Through the educational components of the project, an article will be written and published in the local Vadnais Heights Press talking about the Master Water Steward Program, VLAWMO and the best management practices developed by the project. In addition, a community tour will be arranged for residents featuring best management practices including rain gardens, rain barrels, dry creek beds, etc constructed by members of the community so they can share their expertise and promote and inspire others to adopt practices that conserve and protect our area lakes and streams.

3. DESCRIBE ANY PROJECT PARTNERS, THEIR ROLE IN THE PROJECT, THEIR QUALIFICATIONS, AND THEIR ROLE IN YOUR PROJECT. FOR PROJECTS WITH INVOLVED PARTNERSHIPS, A SEPARATE CONFIRMATION LETTER MAY BE REQUESTED.

Nick Voss, education and outreach coordinator for VLAWM) (nick.voss@vlawmo.org) has worked closely with us to plan the landscaping and educational part of this Capstone Project. In addition, the landscaping will be carried out by Roxanne Stuhl, owner and operator of GreenSpace, LLC, 612-558-3161, GreenSpaceMN.com.

Please provide specifics (names, titles, email or phone #)

PROJECT BACKGROUND

PROJECT OBJECTIVES

4. IN THE SPACE BELOW, PLEASE BREAK DOWN YOUR PROJECT INTO OBJECTIVES (UP TO 5). THESE SHOULD TELL THE STORY OF YOUR PROJECT FROM PREPARATION TO ACTION TO FOLLOW-UP MEASURES. INCLUDE AN ESTIMATED COMPLETION DATE (left box) AND COST (right box) TO EXPIDITE PROJECT BUDGETING AND FUND DISPERSAL.

PROJECT PLAN

| | | | | | |
|----------|-------------------|---|---|------------------|------------------------------|
| 1 | OBJECTIVE | North yard regrading and native plant stabilization to prevent erosion. | COMPLETION DATE (M/Y) COST (right box) | July 2019 | \$3207.83 24 vol. hrs. |
| | DESCRIPTION | Landscaping will regrade to create a swale and dry creek bed on a steep hillside to slow runoff. Native plants, such as Asarum canadense and Hosta "Curly Fries," will be planted on the hillside to help hold soil in place from two adjoining properties. Improving the drainage and preventing erosion of the hillside will reduce current dirt and debris that wash into the wetland and ultimately to East Lake Vadnais. Total area that contributes to the drainage is 2288 sq ft. and the impervious area that contributes to the drainage is 1408 sq. ft. The amount of drainage is 880 gallons in a 1-inch rain event. The area of the project is 240 sq. ft. Landscaping will be done by GreenSpace, LLC. | | | |
| | POSSIBLE BARRIERS | This project will decrease the debris entering the wetlands that are directly behind the adjoining houses. Possible barriers would be lack of funding, unforeseen maintenance depending on weather, and unknown success of plant establishment also due to weather. Please note that neighbors have been part of the planning for the project. | | | |
| | | | | | |
| 2 | OBJECTIVE | South yard regrading and native plant stabilization to prevent erosion. | COMPLETION DATE (D/M/Y) COST (right box) | July 2019 | \$2853.97 24 vol. hrs. |
| | DESCRIPTION | An area of 2631sq. ft. contributes to drainage on a south facing hillside lawn of adjoining properties, contributing 627 gallons of runoff in an 1 inch rain event. Improving the drainage of this area will improve the nearby wetlands and consequently drainage into East Lake Vadnais. The area of the project is 258 sq. ft. The area of impervious surface is 1003 sq ft. Landscape contracted from GreenSpace LLC. will regrade to create a swale of 3-6 in. deep on a gradual slope, lay plastic edging and plant Carex pennsylvanica grass, a long rooted grass to hold the soil in place and improve drainage in the area. The swale will slow the runoff and limit the erosion and debris running into the adjacent wetland. Please note that neighbors have been part of the planning of the project. | | | |
| | POSSIBLE BARRIERS | Possible barriers might be lack of funding or unknown success of plant stabilization. | | | |
| | | | | | |
| 3 | OBJECTIVE | Plan and implement a community tour of best management practices. | COMPLETION DATE (D/M/Y) COST (right box) | Mid-Aug. 2019 | \$307.50. 32 vol. hrs. |
| | DESCRIPTION | Volunteers will be recruited to plan a tour of best management practices within VLAWMO for community residents. Two volunteers (Ed and Ceci) will work with VLAWMO staff to identify up to 5 community residents who have BMP landscape examples. Permission will be obtained to include their property on a tour and invite them to meet with community residents on the tour to describe their BMP and the impact they have had on improving water resources in the area. BMPs on the tour will include Objective 1,2 and an additional project funded by Landscape I Grant redirecting storm drainage to a pop-up on a lawn. | | | |
| | POSSIBLE BARRIERS | The tour will be advertised through the VLAWMO website and through the Vadnais Heights Press. A van will be rented to provide transportation for participants. It is anticipated that 10-15 residents will be on the tour. Refreshments will be provided after the tour allowing time for participants to get further information and ask questions about BMPs. Possible barriers- lack of interest of community residents to participate. | | | |
| | | | | | |
| 4 | OBJECTIVE | Develop information and provide education to the community and neighbors about BMPs. | COMPLETION DATE (D/M/Y) COST (right box) | Ongoing | 17 Vol. hrs. + ongoing |
| | DESCRIPTION | Two volunteers (Ed and Ceci) will develop and submit an article to the Vadnais Heights Press about BMPs and simple steps that community residents can take to help protect nearby water resources. In addition, documentation of the landscaping project will be ongoing and a presentation will be developed to be shared with the community and VLAWMO. | | | |
| | POSSIBLE BARRIERS | Information will be provided to the neighborhood FaceBook page and newsletter about BMPs and their impact on local water resources. In addition, neighbors will be invited to tour 6 area BMP landscape projects. Information will be provided about VLAWMO and the simple steps that can be taken to improve nearby wetlands and lakes. No barriers are anticipated. As Master Water Stewards, we will provide ongoing volunteer hours on education for the community about BMPs. These landscape BMPs will provide a "classroom" for education about BMPs. We will be providing maintenance on the projects for 5 years. | | | |
| | | | | | |

MEASUREMENT AND EVALUATION

5. DESCRIBE HOW YOU WILL MEASURE THE SUCCESS OF YOUR PROJECT.
Measurements should be phrased as a final result. What tangibles will prove that the objective was met?
Example: Number of participants, number of installations, gallons of storm water infiltrated, etc. Effective measurables relate back to the goal and purpose of the project – VLAWMO will make recommendations as needed. If an objective doesn't need a measurable please indicate another objective that has a measurable that serves to measure both.

OBJECTIVE 1: North yard regrading and native plant stabilization to prevent erosion.

Construction of landscape BMP and 5-year maintenance of project. Construction progress photographed a minimum of weekly for a powerpoint slideshow and video.

The landscaping plan will be implemented by GreenSpace, LLC as per contract and description provided. The process will be photographed and documented and included in the final report for VLAWMO. VLAWMO staff will be invited to visit the property during construction and afterwards to document progress. Homeowners are responsible for maintaining the project for minimum 5 years and will report to VLAWMO over that time. Yearly updates will be provided to VLAWMO staff.

OBJECTIVE 2: South yard regrading and native plant stabilization to prevent erosion.

Construction of landscape BMP and 5 year maintenance of project. Construction progress photographed a minimum of weekly for a and powerpoint slideshow and video.

The landscaping plan will be implemented by GreenSpace, LLC as per contract and description provided. The process will be photographed and documented and included in the final report for VLAWMO. VLAWMO staff will be invited to visit the property during construction and afterwards to document progress. Homeowners are responsible for maintaining the project for minimum 5 years and will report to VLAWMO over that time. Yearly updates will be provided to VLAWMO staff.

OBJECTIVE 3: Plan and implement a community tour of best management practices.

A minimum of 10 public participants attended BMP tour, a minimum of 2 of these participants pursued their own BMP project in the VLAWMO watershed.

A brief questionnaire will be given to participants of the tour to fill out before the tour to assess information and understanding of steps to take to protect water resources as well as BMPs. The same questionnaire will be provided afterwards to measure participant improvement of knowledge. Number of participants in the tour will be tracked and recorded as well as the number of participants interested in follow-up for constructing their own BMP. Name and number of community residents that are sharing their BMP on the tour will also be tracked.

In addition, an evaluation form will be provided to participants and collected after the tour. Residents that agreed to show their BMP on the tour will also provide an evaluation of their experience for future planning. Participants will be able to sign up for further follow-up and information. The number and kinds of requests will be tracked.

OBJECTIVE 4: Develop information and provide education to the community and neighbors about BMPs.

An increase of storm water interest and motivation to install BMP's was documented through education efforts and corresponding surveys.

Newspaper, FaceBook, newsletter, utilized as outreach tools and VLAWMO watershed information and resources included in the process. An article for the Vadnais Heights Press will be written and submitted by two volunteers (Ceci and Ed) A copy will be provided to VLAWMO for their website. Publicity about the landscape projects will be tracked. A powerpoint will be developed based on photos taken during the project and provided to VLAWMO. As Master Water Stewards, we will continue to work with VLAWMO to provide ongoing education about BMPs. Presentations and volunteer hours will be tracked. It is important that the message of caring for local water resources come from other community residents as a grassroots effort for education and advocacy about caring for our water resources.

BUDGET DESCRIPTION

6. DESCRIBE THE BUDGET: List 1) materials and services that the requested funds will go towards and 2) description of Match funds that go with that objective/expense.

For further detail, please refer to the itemized budget in the Appendices.

OBJECTIVE 1: North yard regrading and native plant stabilization to prevent erosion.

Expense 1: \$3207.83 for landscaping : These funds will pay the landscape provider for their landscaping services, as well as needed materials, plants and management and administration of the project.

Expense 2: \$100 for 4 hours volunteer time. In-kind expenses will include 2 hours of volunteer time (1hour each for 2 volunteers (Ceci and Ed) which includes meeting with the landscaper and developing the plan and 1 hour volunteer time for 2 neighbors to meet to discuss plan and build cooperation.

Ongoing Expense 3: \$500 for 4 volunteer hours each year for maintenance for minimum 5 years for two volunteers.

Total \$600 for 24 volunteer hours

OBJECTIVE 2: North yard regrading and native plant stabilization to prevent erosion.

Expense 1: \$2853.97 for landscaping -The funds listed will pay for the landscape provider for their landscaping services as well as materials, plants and management and administration of the project.

Expense 2: \$100 for 4 hours volunteer time. In-kind expenses will include 2 hours of volunteer time (1hour each for 2 volunteers) which includes meeting with the landscaper and developing the plan and 1 hours volunteer time for 2 neighbors to meet to discuss plan and build cooperation.

Ongoing Expense 3: \$500 for 4 volunteer hours each year for maintenance for minimum 5 years for two volunteers.

Total volunteer time: | \$600 for 24 volunteer hours

OBJECTIVE 3: Plan and implement a community tour of best management practices.

Expense 1: \$257.50 include costs of rental and fuel for a van for 10-15 people for a 4 hour tour of BMPs during weekend hrs. This was the price quoted by Sixt Car rental for a 12 passenger van including gas rented in the summer on a weekend.

Expense 2: \$50 for refreshments for the participants.

Expense 3: \$800 for 32 volunteer hours. In-kind expenses include 12 hours for 2 volunteers in planning the tour including marketing, soliciting 5 volunteers to share their BMPs as part of the tour, and planning logistics of the tour for a total of 12 volunteer hours for \$300. In addition, volunteer hours for the people sharing their BMPs on the tour which equal 20 hours for\$ 500 in volunteer time.

Tota volunteer time: \$800 for 32 volunteer hours

OBJECTIVE 4: Develop information and provide education to the community and neighbors about BMPs.

EXPENSE 1: \$425 for 17 volunteer hours. In-kind volunteer hours total 4 hours to write and submit an article to the Vadnais Heights Press, for the community on the project and other BMPs in the community, 4 hours to invite and implement a neighborhood gathering to learn about the newly landscaped BMP projects and steps for better practices in caring for water resources and 1 hour to provide information to the neighborhood newsletter and FACEBOOK page on BMPs and the landscape projects and 8 hours to develop a powerpoint or video based on project photographs. Volunteer hours will be ongoing for VLAWMO. **Total \$425 for 17 volunteer hours.**

BUDGET

7. COMPLETE THE FOLLOWING TABLE FOR PROJECT COSTS. IF ADDITIONAL COSTS EXIST INDEPENDENT OF GRANT FUNDING LIST THEM AS FUNDING AS OTHER SOURCE. PLEASE SPECIFY AN AMMOUNT PER EXPENSE AND A TOTAL. THE GREEN BOX IN PART 7 MUST EQUAL THE GREEN BOX IN PART 8. USE WORK PLAN SPREADSHEET FOR MORE DETAIL. TIP: ALIGN EXPENSES ACCORDING TO OBJECTIVES IN PART 5.

| EXPENSES Reflect objective # | PERSONNEL COSTS "N/A" if blank | MATERIALS / SUPPLIES "N/A" if blank | FUNDING FROM OTHER SOURCE "N/A" if blank | TOTAL |
|---------------------------------|--------------------------------------|---|--|-----------|
| EXPENSE 1: Landscaping Fees | | \$3207.83 | | \$3207.83 |
| EXPENSE 2: | | \$2853.97 Landscaping fees | | \$2853.97 |
| EXPENSE 3: | | \$257.50 van rental \$50 refreshments | | \$307.50 |
| EXPENSE 4: | | | | |
| EXPENSE 5: | | | | |
| TOTALS | | \$6369.30 | | \$6369.30 |

Description of other source funding:

Volunteer hours

TOTAL EXCLUDING MATCH FUNDS:

\$6369.30

GRANT FUNDING & MATCH FUNDS

8. PLEASE FILL IN THE TABLE BELOW WITH HOW YOU PLAN TO ALLOCATE YOUR FUNDING. Match funds are required assets for the project that strive to support community investment and exposure. Match funds may be cash from other sources, mileage, pre-existing materials involved in the project, or provided in-kind (i.e. volunteer services). In-kind match hours may be volunteer service hours, voluntary presentations, etc. Consult with VLAWMO staff for discussion on what applies as match funds. THE BLUE BOX SHOULD BE AN ADDITIONAL 25-100% OF THE GREEN BOX. PROJECT APPLICATIONS ARE WEIGHED WITH A PREFERENCE FOR PROJECTS WITH HIGHER MATCH FUNDS, IN ADDITION AND ARE VOTED ON THROUGH THE VLAWMO TECHNICAL COMMISSION.

VOLUNTEER HOURS ARE VALUED AT
\$25/HR
MILEAGE IS VALUED AT
\$0.525/MI

| EXPENSES | REQUESTED VLAWMO FUNDING | MATCH FUNDS | | TOTAL |
|---------------|-----------------------------|-------------|-----------------------------------|-----------|
| | | Cash | In-kind | |
| EXPENSE 1: | \$3207.83 | | \$600 | \$3807.83 |
| EXPENSE 2: | \$2853.97 | | \$600 | \$3453.97 |
| EXPENSE 3: | \$307.50 | | \$800 | \$1107.50 |
| EXPENSE 4: | | | \$425 | \$425 |
| EXPENSE 5: | | | | |
| TOTALS | \$6369.30 | | \$2425 in-kind volunteer hours | \$8794.30 |

PROJECT FINANCIALS

BUDGET CONTINUED

9) DESCRIPTION OF MATCH FUNDS: CASH AND/OR IN-KIND HOURS. Briefly describe the nature, activity, or function of the match funds for each expense line. I.e. "volunteer hours", "honorarium", etc.

FUTURE POTENTIAL

EXPENSE 1: \$100 for 4 hours volunteer time. In-kind expenses will include 2 hours of volunteer time (1hour each for 2 volunteers (Ceci and Ed) which includes meeting with the landscaper and developing the plan and 1 hour volunteer time for 2 neighbors to meet to discuss plan and build cooperation.

Ongoing Expense 3: \$500 for 4 volunteer hours each year for maintenance for minimum 5 years for two volunteers.

Total \$600 for 24 volunteer hours

EXPENSE 2: \$100 for 4 hours volunteer time. In-kind expenses will include 2 hours of volunteer time (1hour each for 2 volunteers (Ceci and Ed) which includes meeting with the landscaper and developing the plan and 1 hour volunteer time for 2 neighbors to meet to discuss plan and build cooperation.

Ongoing Expense 3: \$500 for 4 volunteer hours each year for maintenance for minimum 5 years for two volunteers.

Total \$600 for 24 volunteer hours

EXPENSE 3: \$800 for 32 volunteer hours. In-kind expenses include 12 hours for 2 volunteers in planning the tour including marketing, soliciting 5 volunteers to share their BMPs as part of the tour, and planning logistics of the tour for a total of 12 volunteer hours for \$300. In addition, volunteer hours for the people sharing their BMPs on the tour which equal 20 hours for \$ 500 in volunteer time.

Total volunteer time: \$800 for 32 volunteer hours

EXPENSE 4: \$425 for 17 volunteer hours. In-kind volunteer hours total 4 hours to write and submit an article to the Vadnais Heights Press, for the community on the project and other BMPs in the community, 4 hours to invite and implement a neighborhood gathering to learn about the newly landscaped BMP projects and steps for better practices in caring for water resources and 1 hour to provide information to the neighborhood newsletter and FACEBOOK page on BMPs and the landscape projects and 8 hours to develop a neighborhood video based on

10.) WILL YOU OR THE PROJECT PARTNERS BE ABLE TO REPEAT THIS PROJECT? EXPLAIN HOW THE PROJECT WILL BE CARRIED ON IF 1) THE PROJECT IS A SUCCESS AND 2) ADDITIONAL FUNDS WERE AVAILABLE

As Master Water Stewards for VLAWMO, we will continue to participate in ongoing community education and provide information about our project, as well as other steps that can be taken to protect and preserve area lakes, streams and wetlands. We can also plan tours each year for the community to further highlight the BMPs in the area and continue to provide residents with practical information and knowledge about BMPs. We will be caring for the landscaping projects over 5 years and provide ongoing education and information on management and assist in advising residents interested in instituting their own BMP based on our Master Water Classes and our experience in installing these BMPs in our own yard and the adjoining neighbors' yards. There is future potential to apply for further Community Blue grants to expand education on BMPs including Whitaker Treatment Wetlands project, thus furthering more community participation in protection of area lakes, streams and wetlands.

11.) HOW DID YOU HEAR ABOUT OUR GRANT PROGRAM?

I heard about the Community Blue Grant through Nick Voss of VLAWMO.



800 County Road E E, Vadnais Heights, MN 55127
www.vlawmo.org; Office@vlawmo.org

To: Board of Directors

From: Dawn Tanner

Date: June 26, 2019

Re: **V. E. 2. Commons Garden and Invitation**

2. Staff worked closely with the City of Vadnais Heights to propose a native planting area at the Commons. Tim Sandvik, Assistant City Administrator, championed the project with the City Council. Funds were identified from savings in another park project that came in under budget. The project involved removing invasive Reed canary grass that was established and putting in native plants that support pollinators throughout the growing season, provide berries for wildlife, include host plants for native pollinators, and includes a turf alternative (Sedge) and a sacred Native American plant (Sweet grass). Dawn will show a PPT of the process, including planting with a St. Paul youth group and finishing up with the amazing help of Vadnais Heights Public Works.

Signage is on the way to share more information about the planting area. Vadnais Heights partnered with VLAWMO for Community Blue support for design and purchase of signage.

It takes a team, and we'd like to invite each of our Board members to identify a public site with high exposure where we could do a similar project and work to attract new people to the practice of landscaping with native species.



Date: June 2019

To: the Board of Directors

From: Stephanie McNamara, Administrator

Re: V. F. 2020 Budget for consideration

The proposed budget for 2020 shows an increase from 2019 of \$66,650. This represents a 7.38% increase from 2018. The budget is almost the same as that presented at the April Board meeting and has been reviewed by the Finance Committee. The one change is in the increase the Lambert creek budget line by \$10,000. As you may recall, we put in \$30,000 to address maintenance needs on the ditch for 2019. VLAWMO has the loan authorized by MPCA for our estimated \$400k fix of the sheet pile and pond dredging. Debt service for that 10 year, zero interest note is \$40,000 / year. The other \$80,000, together with the existing carry over funds should just about cover the \$176,000 match we will need for the 319 grant. The Board should be aware that VLAWMO would not need to start repaying the loan until after the work is complete. That may be up to three years from now. However, establishing the debt service fund next year will position the watershed well to repay the loan and cover other maintenance needs that may come up.

Increasing the budget by \$10,000 is optional of course. It does push the estimated annual Storm Sewer Utility fee to \$50.46 (inc. of \$3.66). Trimming the \$10k from Lambert would most likely keep the SSU fee under \$50 (\$49.90 or +\$3.10). VLAWMO should be able to reach the 35% reserves (general fund balance) by 2020. The SSU fees are estimated at this time. Final numbers will be available in the August Board materials using updated parcel data and the new approved budget. VLAWMO SSU fees remain lower than the taxes charged by our neighboring watersheds.

In the Operations budget there were some areas that were slight increases and decreases. Some areas increasing slightly included office costs, insurance, audit, storm sewer utility, payroll and equipment. Overall increase in operations 7.1%. Areas that decreased slightly included lab costs, bookkeeping and Master Water Stewards.

Elements of the Water Plan 2019 Amendment are incorporated into this budget. We have several projects in 2019 and 2020 that have leveraged grant funding and partner contributions. Grant funding for 2018 was \$241,579.

In summary, the total proposed budget is \$899,000. This compares to \$832,650 in 2019. This does not include grant income which will push the working budget over \$1,000,000. Target 35% 2020 Fund balance: \$314,650.

Recommendation: Approval Resolution 02-2019 adopting the 2020 budget.

| VLAWMO BUDGET 2020 EXPENSE | | Actual 2017 | Approved 2018 | 2018 Working Budget (w-FB) | Actual 2018 | Approved 2019 Budget | 2019 Fund balance | Apvd w-FB 2019 | Draft 2020 |
|----------------------------|---|------------------|------------------|----------------------------|--------------------|----------------------|-------------------|--------------------|------------------|
| 3.1 | Operations & Administration | \$452,823 | \$481,500 | \$499,890 | \$441,626 | \$517,450 | \$42,400 | \$559,850 | \$554,000 |
| 3.110 | Office | \$23,001 | \$23,700 | \$23,700 | \$23,192 | \$24,980 | \$0 | \$24,980 | \$25,200 |
| 3.120 | Information systems | \$14,911 | \$21,500 | \$24,000 | \$15,927 | \$22,000 | \$2,500 | \$24,500 | \$20,000 |
| 3.130 | Insurance | \$5,110 | \$5,200 | \$5,700 | \$5,251 | \$5,200 | \$400 | \$5,600 | \$5,800 |
| 3.141 | Consulting - Audit | \$6,170 | \$6,400 | \$6,400 | \$6,265 | \$6,700 | \$0 | \$6,700 | \$6,700 |
| 3.142 | Consulting - Bookkeeping | \$1,420 | \$2,000 | \$2,000 | (\$70) | \$2,000 | \$0 | \$2,000 | \$1,500 |
| 3.143 | Consulting - Legal | \$4,020 | \$3,000 | \$6,890 | \$2,329 | \$4,000 | \$3,000 | \$7,000 | \$4,000 |
| 3.144 | Consutling - Eng. & Tech. | | | | | | | | \$30,000 |
| 3.150 | Storm Sewer Utility | \$12,449 | \$13,500 | \$16,500 | \$12,914 | \$13,500 | \$2,000 | \$15,500 | \$14,000 |
| 3.160 | Training - staff, board,TEC | \$3,016 | \$4,000 | \$4,500 | \$3,393 | \$4,500 | \$1,000 | \$5,500 | \$4,500 |
| 3.170 | Misc & contingency | \$4,026 | \$5,200 | \$9,200 | \$4,011 | \$5,500 | \$1,000 | \$6,500 | \$5,500 |
| 3.191 | Employee payroll | \$298,761 | \$314,000 | \$318,000 | \$293,819 | \$340,260 | \$24,000 | \$364,260 | \$347,200 |
| 3.192 | Employee liability | \$79,939 | \$83,000 | \$83,000 | \$74,596 | \$88,810 | \$8,500 | \$97,310 | \$89,600 |
| 3.2 | Monitoring & Studies | | \$25,000 | \$28,500 | \$13,953 | \$26,000 | \$9,200 | \$35,200 | \$26,000 |
| 3.210 | Lake & creek program lab analysis | \$23,523 | \$22,500 | \$22,500 | \$13,146 | \$24,000 | \$4,000 | \$28,000 | \$22,000 |
| 3.220 | Equipment | \$1,454 | \$2,500 | \$6,000 | \$807 | \$2,000 | \$5,200 | \$7,200 | \$4,000 |
| 3.230 | Wetland assessment & mangagement | | | | | | | | \$10,000 |
| 3.3 | Education & Outreach | | \$24,000 | \$29,700 | \$9,725 | \$28,000 | \$7,800 | \$35,800 | \$26,000 |
| 3.310 | Public Education | \$6,136 | \$7,000 | \$7,200 | \$3,617 | \$9,500 | \$1,100 | \$10,600 | \$8,500 |
| 3.320 | Outreach and marketing | \$1,204 | \$7,000 | \$7,500 | \$2,008 | \$8,500 | \$2,400 | \$10,900 | \$7,500 |
| 3.330 | Community Blue education grant | \$700 | \$10,000 | \$15,000 | \$4,100 | \$10,000 | \$4,300 | \$14,300 | \$10,000 |
| 3.4 | Capital Improvement Projects & Programs | | \$240,900 | \$527,850 | \$313,278 | \$259,200 | \$281,192 | \$538,392 | \$291,000 |
| | Subwatershed Activity | | \$174,900 | \$417,140 | \$259,459 | \$194,200 | \$252,519 | \$446,719 | \$242,000 |
| 3.410 | Gem Lake subwatershed | \$0 | \$0 | \$0 | \$0 | \$1,200 | \$0 | \$1,200 | \$0 |
| 3.420 | Lambert Creek subwatershed | \$323,384 | \$57,000 | \$163,290 | \$224,913 | \$45,000 | \$50,000 | \$95,000 | \$120,000 |
| 3.425 | Goose Lake subwatershed | \$12,534 | \$60,000 | \$117,365 | \$14,668 | \$67,000 | \$113,696 | \$183,696 | \$60,000 |
| 3.430 | Birch Lake subwatershed | \$12,469 | \$22,200 | \$26,900 | \$7,977 | \$10,000 | \$18,923 | \$33,923 | \$10,000 |
| 3.440 | Gilfillan Black Tamarack Wilkinson | \$17,915 | \$30,000 | \$35,185 | \$5,892 | \$54,000 | \$0 | \$54,000 | \$30,000 |
| 3.450 | Pleasant Charley Deep subwatersh | \$0 | \$5,700 | \$9,400 | \$3,576 | \$15,000 | \$5,000 | \$8,200 | \$10,000 |
| 3.460 | Sucker Vadnais subwatershed | \$0 | \$0 | \$65,000 | \$2,433 | \$2,000 | \$64,900 | \$70,700 | \$12,000 |
| 3.48 | Programs | | | \$110,710 | \$53,819 | \$63,000 | \$28,673 | \$91,673 | \$49,000 |
| 3.481 | Landscape 1 - cost-share | \$19,094 | \$24,000 | \$28,500 | \$20,843 | \$24,000 | \$0 | \$24,000 | \$24,000 |
| 3.482 | Landscape 2 | \$10,000 | \$30,000 | \$30,000 | \$6,605 | \$20,000 | \$1,500 | \$21,500 | \$20,000 |
| 3.483 | Project research and feasibility - wa | \$20,223 | \$5,000 | \$21,500 | \$22,834 | \$14,000 | \$0 | \$14,000 | \$0 |
| 3.484 | Maintenance & operations | \$2,290 | \$5,000 | \$30,710 | \$3,538 | \$5,000 | \$27,173 | \$32,173 | \$5,000 |
| 3.5 | Regulatory | | \$2,000 | \$2,000 | \$1,694 | \$2,000 | \$0 | \$2,000 | \$2,000 |
| 3.510 | Engineering plan review | \$0 | \$2,000 | \$2,000 | \$1,694 | \$2,000 | \$0 | \$2,000 | \$2,000 |
| Total budget | | \$903,749 | \$773,400 | \$1,087,940 | \$780,277 | \$832,650 | \$340,592 | \$1,171,242 | \$899,000 |
| INCOME | | | | | | | | | |
| 5.1 | | | Ap. 2018 | Ap 2018 | Actual 2018 | Ap. 2019 | FB 2019 | 2019 | Dr 2020 |
| 5.11 | Storm Sewer Utility | \$655,124 | \$747,400 | \$747,400 | \$755,211 | \$826,150 | | \$826,150 | \$890,800 |
| 5.12 | Fees for Service | \$100 | \$500 | \$500 | \$200 | \$200 | | \$200 | \$200 |
| 5.13 | Interest | \$1,581 | \$500 | \$500 | \$5,979 | \$1,300 | | \$1,300 | \$5,000 |
| 5.14 | Misc. income - WCA admin grant | \$4,360 | \$5,000 | \$5,000 | \$2,440 | \$5,000 | | \$5,000 | \$3,000 |
| 5.15 | Other funding sources - grants, dor | \$202,264 | \$20,000 | \$20,000 | \$241,579 | \$0 | | \$0 | \$0 |
| 5.16 | Transfer from reserves or fund bala | \$90,000 | \$0 | \$316,540 | \$0 | \$0 | \$340,592 | \$340,592 | \$0 |
| Total income | | \$953,429 | \$773,400 | \$1,089,940 | \$1,005,409 | \$832,650 | | \$1,173,242 | \$899,000 |

budget 7.1%

\$1,280 lease +\$450
 \$500 lower Metro Inet; higher software PS & GIS & DIY
 \$600 slightly higher - LMCIT proposal pending
 \$0 the same
 -\$500 help from Karla, CLA
 \$0 the same
 \$500 slightly higher
 \$0 the same
 \$0 the same 2018
 \$6,940 carry over 2.0%
 \$790 0.9%

0%
 -\$2,000 savings from new lab
 \$2,000 More auto equipment

-\$1,000 No Master Water stewards
 -\$1,000 No Master Water stewards
 \$0

10.9%

ditch athourity \$40K
 \$53,000 alum dosing & WBF B Matches: 45k+15k
 shoreline work, \$90,000 iron ehncd sand filter
 Wilk BMP, SLMP study
 Charley sed. Study carp or wetland rest.
 Sucker channel carp or wetland rest.

7.38%

Increase
 \$66,350 budget
 \$64,650 SSU inc. 7.83%
 \$46.80 2019 SSU
 \$50.46 est. '20 SSU
 \$3.66 inc in SSU

\$314,650.00 Fund Balance target

Footnotes for the 2020 VLAWMO Budget

1. **3.110 - \$24,980 Office.** The rental expenses are anticipated to increase under a lease with the City of Vadnais Heights. Details are in the table below. Rent includes the main office, 4 cubicles, storage space and access to conference rooms. Telephone, internet and office machine overhead is \$3,240 for 2018. Postage, copies and supplies are estimated.

| Office expense | 2016 amended | 2017 amended | 2018 proposed | 2019 | 2020 |
|----------------------------|--------------|--------------|---------------|----------|------------|
| Rent | 17400 | 17,400 | 17,640 | 17880 | 18,120 |
| Tel /Internet/ machine use | 2820 | 2820 | 3000 | 3180 | 3,360 |
| Postage | 550 * | 600 * | 600 * | 600 * | 620 * |
| Copies | 450 * | 500 * | 500 * | 550 * | 1050 * |
| Supplies | 1950 * | 2000 * | 2000 * | 2050 * | 2050 * |
| total | \$23,170 | \$23,320 * | \$23,740 * | \$24,260 | \$25,200 * |

*estimated

2. **3.12 - \$20,000. Information systems** – This covers the critical IT annual maintenance costs, hardware updates and software licenses:
 - a. Roseville – Metro INET 14% or \$50/mo inc.\$11,200
 - b. website hosting, update fund,support & email (HDR) \$3000,
 - c. Google apps for government \$250
 - d. GIS web hosting & update to the GIS mapping system (Houston), \$1300,
 - e. Adobe software for (\$52 * 4 *apro*) + (\$33 * 12 *cs*) + (\$9*12 *ps*) = \$712
 - f. ESRI ArcView license renewal (\$710) & GIS User group dues \$255.
 - g. Software updates: \$500
 - h. Hardware updates (1.33 laptops): \$2000
3. **3.13 - \$5800. Insurance.** The cost of the League of MN Cities insurance and membership is being pursued as a viable and less costly alternative. Worker’s compensation insurance tracks with payroll costs.
4. **3.141- \$6700. Consulting - Audit.** This amount is an estimate as VLAWMO will need to go out for bid for 2020.
5. **3.142 \$1500 Consulting - Bookkeeping.** We have taken bookkeeping in house. However, it has proven very useful to ask for special Quick books assistance at year-end. This amount is probably slightly higher than we used this year but we are allowing a little buffer. ine item will allow for the hire of a new bookkeeper for 2019 if this proves most efficient or to secure Quick books technical help.
6. **3.143 \$4000 Consulting - Legal** This is the same as 2018 budget. We may want to consider a JPA update to address insurance needs.
7. **3.144 \$30,000 Engineering and Technical. This is a New budget item** for engineering or technical general services. This is an estimate and the same as 2019. As of this memo, VLAWMO has just entered into a contract S.E.H.
8. **3.150 \$14,000 Storm Sewer Utility.** This budget item provides consultant assistance to translate our annual budget into SSU fees for each of

- 11,000+ parcels within VLAWMO and assistance certifying those parcels to two Counties. This assistance is critical to the SSU, the main source of VLAWMO funding. Consulting fees vary slightly from year to year depending on property divisions and other changes during the year. Property roll changes later in the calendar year tend to be more expensive to us as it requires reapportioning already determined or certified fees. Certification payments to the counties are about \$4500.
9. **3.160 \$4,500 Training: staff, Board, TEC.** Five staff and some volunteers taking advantage of occasional excellent workshops. \$1000 is included the training budget to provide the beginning of the educational assistance fund consistent with the policy adopted by the Board to provide up to \$1000 annually to staff going back to school. So far staff has not taken advantage of this but there is interest. The \$1000 if not used is intended to roll over in case more than one at a time is taking advanced training or coursework.
 10. **3.170 Misc. & contingency \$5500** This is the same as 2019. Mileage at federal rates, legal notices and other expenses are paid with this budget item. Our contingency budget represents less than 1.0% of the total budget.
 11. **3.191 & 3.092. Administration or staff payroll: \$347,200 + \$89,600 = \$436,800** (employer liability – FICA, PERA, health insurance) is proposed for 2020 which allows for up to a 3% average increase and market adjustments. Background: 2016 is the first full year of five full time employees. This was not budgeted in 2016 which resulted in about \$30,000 drawn from reserves. After functioning at 4 staff members for the first 4 months of 2016 the fifth staff member started in as an intern May. This allowed for some 2016 savings. The 2017 budget was already approved by the time the Board considered health insurance for employees. Changes in the health insurance market were not reflected in the health benefit stipend (remained @ \$4700 for 8 years). The Board to authorized health insurance & a Health Savings Account in 2017. Our employer liability which includes health insurance, FICA, PERA, and payroll processing stayed under budget in 2018. A slight increase is budgeted for 2020. Paying staff is our biggest single expense, but critical to all other programs. VLAWMO benefits include vacation and sick leave (based on length of service), paid holidays, health insurance & HSA, PERA (required public pension) and short term disability.
 12. **3.21. \$22,000 Lake and creek lab analysis** . Actual costs decreased in 2018 due to a change in lab. VLAWMO still partners with Ramsey County on chloride testing. VLAWMO is partnering with the St. Paul Regional Water Service enumeration bacteria sampling and analysis. The bacteria testing costs are reflected in the project costs rather than here in the general program expenses SPRWS does the analysis and VLAWMO purchases the testing media. The first years of Whitaker wetland monitoring will paid from the CIP budget under the grant. DNA analysis was done by Weston labs in California and is paid under the CIP.
 13. **3.22. \$4,000 Equipment** We replaced the canoe in 2019. This pays for maintenance or replacement costs on essential water quality equipment. Life

- jackets need replacement. This pays for bacteria processing supplies, ice & dry ice for transport and other supplies.
14. **3.23. \$10,000 Wetland assessment & management. This is a New budget item for 2020.** It allows VLAWMO to pursue wetland health assessment at targeted wetland complexes as identified in Goal 1-3, minimize the loss of wetland function and value within the watershed. It is also addressed by Goal 4-1, the need for adequate data, analysis, financing and staff capacity. VLAWMO will be building its understanding of its 500+ wetlands one complex, allowing for informed management decisions. We have not gone out for bid so this is an estimate.
 15. **3.310 Public Education - \$8,500.** This was increase to provide funding for training Master Water Stewards in 2019. As no new stewards are planned for 2020 this number was reduced. It also provides materials and books for working with schools, community organizations and our municipal partners. It pays dues to partner organizations such as NEMO, and Watershed Partners. This is for expenses associated with the Annual Report and subsidizing books for workshops.
 16. **3.320 \$7500 Outreach and marketing.** This portion of the budget would fund brochures, community event materials and non- project related signage. Facebook ads, constant contact for e-news distribution, brochures, branding material & swag are included.
 17. **3.330 \$10,000 Community Blue Education grant.** Community Blue. This will be the 4th year of the education grant program that partners with community groups within the watershed to promote water resource stewardship. The amount available is set in the budget rather than the policy guidance. Interest has been increasing in the program. 2019 has funded Growing Green Hearts program working with several area churches and mini grant to pay for signs, etc..
 18. **3.410 \$0 Gem Lake Subwatershed.** for 2020. The Water Plan describes expenses in other years.
 19. **3.320 \$120,000 Lambert Creek Subwatershed..** Major maintenance has been identified Lambert Lake. A 319 grant has been requested which may cover part of the maintenance activities if funded. Either way, the maintenance is a CIP level work. The majority of the funding for the Whitaker Treatment wetlands will come from the LCCMR grant and not reflected here.
 20. **3.425 \$60,000 Goose Lake Subwatershed.** \$60,000 is anticipated to build a project fund or provide grant match funds with partners. The Projects include Alum treatment on Goose Lake, shoreline restoration of targeted areas and a pilot spent lime project in the drainage area.
 21. **3.430 \$10,000 Birch Lake Subwatershed.** This is monitoring and follow up work for the project on 4th and Otter Lake Road. The rest is for other collaborative work with BLID.
 22. **3.440 \$30,000 Gilfillan Black Tamarack Wilkinson Amelia Subwatershed.** Wilkinson feasibility/BMP work.
 23. **3.450 \$10,000 Pleasant Charley Deep Subwatershed.** Charley and or Pleasant special monitoring and feasibility work.

24. **3.460 \$12,000 Sucker Vadnais Subwatershed.** Work on West Vadnais and or Sucker Lake and channel.
 25. **3.381 \$24,000. Landscape 1 (cost-share).** This program remains popular and effective putting the funds directly back into BMP's in the ground. It remains the same for 2019. The Board and TEC have seen this as a good opportunity to put good stormwater practices directly back into the watershed and foster stewardship and education.
 26. **3.382 \$20,000 Landscape 2.** The Landscape Level 2 grant program as the funding source for those larger (greater than \$10,000) projects brought to VLAWMO by community partners who otherwise could not implement their best management practice.
 27. **3.383 \$0 Project research and feasibility – watershed wide.** This is being provided for under Consultant – Engineering and technical (3.144) or under the subwatershed areas.
 28. **3.484 \$5,000 Maintenance and operations (Facilities maintenance).** This was reduced in 2017. This is based on actual expenditures. The Board has been rolling over unspent funds at year end so the available balance has so far met the 3% increase goal identified in the Water Plan. As VLAWMO installs more projects, out maintenance liability also increases.
 29. **3.510 \$2000 Plan reviews – engineering assistance.** This is a new category established as a core activity under the new plan. Much of the work is done in-house by staff. This would provide assistance of a water resources or civil engineer.
 30. **INCOME. 5.51 \$890,150 Storm Sewer Utility fees.** Last year was: \$826,150. This is an increase of \$6.6%. At those numbers the single family rate would be about \$3.10 annually.
 31. **5.12 Service fees (\$200)** reduced based on actual although this income varies from year to year.
 32. **5.13 Interest (\$5000)** has also been increased to better reflect current interest rates.
 33. **5.14 WCA subgrant & misc. income (\$3000)** – this is dependent on what development activity is happening during the year.
 34. **5.15 \$0 Other funding sources – grants, donations.** No funds are reflected in the budget. However, the final year of the Whitaker grant will be funding monitoring by VLAWMO and the U of M spent & reimbursed (about \$15K). The Clean Water Watershed plan funding may be used in either 2018-19 for the identified project (see Goose Lake subshed above).
 35. **5.16 Transfer from reserves and grants: \$0** is budgeted. VLAWMO is in the process of rebuilding reserves.
1. Cost share - \$4000 total, \$2,000 each year. To come from 6.4.4 Financial incentives (6.3.4) in 2016 and Landscape I (3.381) in 2017.
 2. Technical & design assistance - \$5,000. Other design assistance. Funding will come from Research and feasibility (3.383) in 2019.

March 2019

3. Subwatershed work on Deep and Amelia (3.35) \$5000. Amelia vegetation/
bathymetric SLMP study.



800 County Road E E, Vadnais Heights, MN 55127

www.vlawmo.org; Office@vlawmo.org

To: Board of Directors
From: Dawn Tanner
Date: June 26, 2019
Re: **V. G. Lambert Creek**

VLAWMO is working on the process of having loan funds released. We are working on an MPCA checklist of documents to have completed to allow release of funds. We have filed the Worker's Compensation Certification with MPCA. Tonight we request authorization to sign the resolution to designate Dawn Tanner as project representative (attached in packet).

MPCA asked us to have an attorney build a general obligation bond note, opinion, and resolution as part of our loan process. A general obligation note is tied to an entity's ability to use tax dollars to repay a loan. Our stormwater utility fee does not count as a tax in the same context as was required to meet the stipulations of the general obligation note. The attorney asked us to talk with our cities to see if they would take on the bond note. We began to approach the cities of Vadnais Heights and White Bear Lake. We also continued discussions with the attorney to try to identify another option that would allow us to meet the needs of the loan without basically asking our cities to be cosigners. Through those conversation, the attorney identified the possibility of a revenue bond note that could be tied to our ability to generate revenue (stormwater utility fees). MPCA agreed that they would accept a revenue bond note. This does not require our cities to cosign. It does require an amendment to our JPA to allow us to take on the loan. The attorney prepared the amendment. We ask our cities to sign the amendment. We hope to go forward with the amendment and a resolution in August, if all parties are able to support and authorize the amendment by that time.

VIAWMO is continuing to work with SEH to refine the maintenance portion of the project. An Electrical Resistivity Imaging Survey (ERIS) was recommended by SEH to be done by AET to acquire needed information about the depth of the steel sheetpile that will be put in to replace failing sheetpile. The survey was recommended to reduce impact to the site and save money, while still collecting information needed to inform the project and refine the budget. Total cost was quoted at \$5,500. However, the subcontractor for that survey did not have the full level of insurance required. A new subcontractor was identified: 3D Geophysics in Chaska. Their cost was \$8,700. AET was not able to identify an alternate company that could perform the survey at the same price as the earlier quote. SEH recommended that we go forward with the new quote and confirmed that the survey would meet their needs to finalize replacement plans. The survey was done on June 6. The landowner was notified. Results are being evaluated. Staff are meeting with SEH on June 25. Results of that meeting will be shared at the Board meeting.

Recommendation: We request that the Board approve signing the resolution designating Dawn Tanner as project representative and authorize Board members to bring the JPA Amendment to their Councils for approval by the August Board meeting.

**VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION
RESOLUTION 03-2019**

**RESOLUTION DESIGNATING THE PROJECT REPRESENTATIVE TO MPCA FOR
THE VLAWMO BACTERIA, SEDIMENT, & NUTRIENT REDUCTION PROJECT**

WHEREAS, the Cities of Gem Lake, Lino Lakes, North Oaks, Vadnais Heights, and White Bear Lake, and the Township of White Bear Lake (“Members”) are party to a joint powers agreement entitled Joint Powers Agreement To Protect And Manage The Vadnais Lake Area Watershed (the “Joint Powers Agreement”); and

WHEREAS, the Joint Powers Agreement provides for the establishment of the Vadnais Lake Area Water Management Organization (“VLAWMO”), organized in accordance with the Metropolitan Surface Water Management Act, Minn. Stat. § 103B.201 et seq., and Minn. Stat. § 471.59, which is managed by a Board of Directors (“Board”); and

WHEREAS, the Board is authorized to undertake various projects to further the purposes of VLAWMO; and

WHEREAS, VLAWMO is the ditch authority over Lambert Creek (County Ditch 14) and as such, is charged with improvements determined to be effective and maintenance of the creek, and

WHEREAS, preliminary study of the Lambert Lake area of Lambert creek has identified a scope of work to be included in the Lambert Lake Bacteria, Sediment and Nutrient Reduction Project,

THEREFORE BE IT FURTHER RESOLVED by the Vadnais Lake Area Watershed Management Organization that, as Project Sponsor and a Loan Sponsor, the Organization enters into the Minnesota Clean Water Partnership Project Loan Agreement (SRF0319) along with the Minnesota Pollution Control Agency to conduct the VLAWMO Bacteria, Sediment, & Nutrient Reduction Project.

BE IT RESOLVED by the Vadnais Lake Area Watershed Management Organization (VLAWMO or Organization) that it hereby designates Dawn Tanner, Program Development Coordinator, as Project Representative for the implementation of the VLAWMO Bacteria, Sediment, & Nutrient Reduction Project.

The Project Representative shall have the authority to represent Vadnais Lake Area Watershed Management Organization in all Project matters that do not specifically require action by the Board. Further, the Project Representative shall be authorized to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Organization.

BE IT FURTHER RESOLVED by the Vadnais Lake Area Watershed Management Organization that the Program Development Coordinator, Dawn Tanner, be authorized to execute the attached Minnesota Clean Water Partnership Project Loan Agreement for the above

referenced Project on behalf of the Vadnais Lake Area Watershed Management Organization as Project Sponsor and Loan Sponsor.

WHEREUPON the above resolution was adopted at a regular meeting of the VLAWMO Board of Directors this 26th of June, 2019.

James Lindner, Chair

STATE OF MINNESOTA

County of Ramsey

I, **Tyler Thompson**, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the **Board of Directors** of said VLAWMO, that I have compared the above resolution with the original passed and adopted by the Board of Directors of said VLAWMO at a regular meeting thereof held on the 26 day of June at 7:00 pm, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

Attest:

Tyler Thompson, VLAWMO

**SECOND AMENDMENT (2019) TO THE JOINT POWERS AGREEMENT
TO PROTECT AND MANAGE THE VADNAIS LAKE AREA WATERSHED**

This Second Amendment (“Amendment”) to the Joint Powers Agreement to Protect and Manage the Vadnais Lake Area Watershed (“Joint Powers Agreement”) is entered into by and among the Cities of Gem Lake, Lino Lakes, North Oaks, Vadnais Heights, and White Bear Lake and the Township of White Bear (collectively, the “Members”), all of which are parties to the Joint Powers Agreement.

WHEREAS, the Vadnais Lake Area Water Management Organization (“VLAWMO”) is interested in obtaining a loan (the “Loan”) from the Minnesota Pollution Control Agency (the “MPCA”) to finance a portion of the construction of VLAWMO’s Bacteria, Sediment, & Nutrient Reduction Project (the “Project”); and

WHEREAS, the MPCA requires that the Loan be secured by a bond issued by VLAWMO; and

WHEREAS, certain amendments are needed to the Joint Powers Agreement to allow VLAWMO to issue a revenue bond as security for the Loan.

NOW, THEREFORE, the parties hereto hereby agree as follows:

1. Amendments. Section VIII of the Joint Powers Agreement is hereby amended by adding Subdivision 9 below:

Subdivision 9. Revenue Bonds to Secure MPCA Loan. VLAWMO is given express authority to issue revenue bonds in a principal amount not to exceed \$800,000 (the “Bonds”) to secure the Loan to finance the Project. The term “Bonds” shall also include bonds issued to refund and refinance the Bonds. As provided in Minn. Stat. § 471.59, subd. 11, the Bonds shall be revenue obligations of VLAWMO which are issued on behalf of the Members, and shall be issued subject to the conditions and limitations set forth in Minn. Stat. § 471.59, subd. 11. The Bonds shall be payable solely from VLAWMO’s revenues including its storm water utility fees. VLAWMO may not pledge to the payment of the Bonds the full faith and credit or taxing power of the Members. No bonds, obligations or other forms of indebtedness other than the Bonds may be issued by VLAWMO without the prior consent of the Members.

2. Limited. No other changes to the Joint Powers Agreement are intended as a result of this Amendment.

3. Authorizations. Once this Amendment is approved and executed by all of the Members, VLAWMO is authorized to do each of the following:

- a) Incorporate the amendments into the Joint Powers Agreement, which shall serve as the official Joint Powers Agreement between the Members;

- b) Provide each Member a copy of the fully executed Amendment and of the updated Joint Powers Agreement; and
- c) Post a copy of the updated Joint Powers Agreement on VLAMO's website.

IN WITNESS WHEREOF, the parties, by action of their governing bodies, have agreed and entered into this Amendment effective as of _____, 2019.

CITY OF GEM LAKE

By _____
Mayor

Dated ___/___/___

Attest _____
City Clerk

CITY OF LINO LAKES

By _____
Mayor

Dated ___/___/___

Attest _____
City Clerk

CITY OF NORTH OAKS

By _____
Mayor

Dated ___/___/___

Attest _____
City Clerk

CITY OF VADNAIS HEIGHTS

By _____
Mayor

Dated ___/___/___

Attest _____
City Clerk

CITY OF WHITE BEAR LAKE

By _____
Mayor

Dated ___/___/___

Attest _____
City Clerk

WHITE BEAR TOWNSHIP

By _____
Chair

Dated ___ / ___ / ___

Attest _____
Town Clerk

**VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION
RESOLUTION 03-2019**

**RESOLUTION APPROVING THE VLAWMO BACTERIA, SEDIMENT, & NUTRIENT
REDUCTION PROJECT**

WHEREAS, the Cities of Gem Lake, Lino Lakes, North Oaks, Vadnais Heights, and White Bear Lake, and the Township of White Bear Lake (“Members”) are party to a joint powers agreement entitled Joint Powers Agreement To Protect And Manage The Vadnais Lake Area Watershed (the “Joint Powers Agreement”); and

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WHEREAS, the Board is authorized to undertake various projects to further the purposes of VLAWMO; and

WHEREAS, VLAWMO is the ditch authority over Lambert Creek (County Ditch 14) and as such, is charged with improvements determined to be effective and maintenance of the creek, and

WHEREAS, preliminary study of the Lambert Lake area of Lambert creek has identified a scope of work to be included in the Lambert Lake Bacteria, Sediment and Nutrient Reduction Project,

THEREFORE BE IT FURTHER RESOLVED by the Vadnais Lake Area Watershed Management Organization that, as Project Sponsor and a Loan Sponsor, the Organization enters into the attached Minnesota Clean Water Partnership Project Loan Agreement along with the Minnesota Pollution Control Agency to conduct the VLAWMO Bacteria, Sediment, & Nutrient Reduction Project.

BE IT RESOLVED by the Vadnais Lake Area Watershed Management Organization (VLAWMO or Organization) that it hereby designates Dawn Tanner, Program Development Coordinator, as Project Representative for the implementation of the VLAWMO Bacteria, Sediment, & Nutrient Reduction Project.

The Project Representative shall have the authority to represent Vadnais Lake Area Watershed Management Organization in all Project matters that do not specifically require action by the Board. Further, the Project Representative shall be authorized to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Organization.

BE IT FURTHER RESOLVED by the Vadnais Lake Area Watershed Management Organization that the Program Development Coordinator, Dawn Tanner, be authorized to execute the attached Minnesota Clean Water Partnership Project Loan Agreement for the above

referenced Project on behalf of the Vadnais Lake Area Watershed Management Organization as Project Sponsor and Loan Sponsor.

WHEREUPON the above resolution was adopted at a regular meeting of the VLAWMO Board of Directors this 26th of June, 2019.

James Lindner, Chair

STATE OF MINNESOTA

County of Ramsey

I, **Tyler Thompson**, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the **Board of Directors** of said VLAWMO, that I have compared the above resolution with the original passed and adopted by the Board of Directors of said VLAWMO at a regular meeting thereof held on the 26 day of June at 7:00 pm, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

Attest:

Tyler Thompson, VLAWMO



800 County Road E E, Vadnais Heights, MN 55127
www.vlawmo.org; Office@vlawmo.org

To: VLAWMO Board of Directors

From: Dawn Tanner & Tyler Thompson

Date: June 26, 2019

Re: VI. A. Project Updates

1. Birch Lake – 4th & Otter update

After the May 1st partners meeting reviewing the project plans, Barr has been revising plans, as well as performing H&H modeling to ensure no net flooding impact to the surrounding area, upon implementation of the IESF. Barr is near completion of these final plans, as well as bid documents, expected by June 21st. Upon completion of final plans, VLAWMO will distribute them to the Partners for review and agreement with design. After consensus is agreed upon, the project will go out for bid for construction.

2. Great River Greening proposal progress with LCCMR

The Great River Greening portfolio including our restoration project in Vadnais-Sucker Lakes Regional Park performed well in the first round of selection with LCCMR. LCCMR received 290 submissions. GRG's proposal, "Pollinator Central: Habitat improvement with citizen monitoring" was favored by 13/17 commission members and ranked 6th overall. The proposal is now moving on to the second round of selection. We will hear more in late June/early July.

3. Wetland health and compiling data layers

Dawn is compiling information collected from remote camera monitoring and frog and toad surveys. That information will be available by the August Board meeting. As we are preparing to expand our wetland monitoring efforts, work to identify restoration sites, and expand active restoration work, we are compiling available information from other sources to build the best information possible. Toward that goal, we have been using the DNR Native Vegetation layer and Marschner pre-settlement layer. These are available in the new GIS tool linked on the VLAWMO website. We recently obtained the Minnesota Biological Survey, biodiversity sites of high importance. We have formally requested layers for species of concern in our watershed. Those layers will be treated confidentially and used for our management efforts. We will be able to use the data for 2 years, then will need to renew our request. These layers will not be incorporated into online GIS tools at any time. We are also working to identify AIS species as aggressively as possible, report them in EDDMapS, and treat with advice from CWMA experts when possible. Two species that we are currently investigating include: Yellow iris in North Oaks and Flowering rush on Lake Amelia. Both species can be removed by hand-pulling and do not require chemical treatment. Removal requires a permit from MN DNR. We have contacted MN DNR for their advice for future management and prioritization. Dawn will show a PPT of new data layers and AIS efforts.