

## VLAWMO TECHNICAL COMMISSION MEETING

7:30 AM May 14<sup>th</sup>, 2021

Meeting will be held by Zoom teleconference. Meeting link:

<https://us02web.zoom.us/j/82609413241?pwd=Oy9rcURGb2VPdjB4UkV3VDVyWHA2UT09>

Meeting ID: 826 0941 3241

Passcode: 874971

Dial by location: +1 312-626-6799 US (Chicago)

### Action items: ✎

- I. Call to Order – 7:30am –Chair Gloria Tessier
- II. Approval of Agenda
- III. Approval of Minutes (April 9<sup>th</sup>, 2021)
- IV. Administration & Operations
  - A. Financial Report for May & authorization for Payment – Phil ✎
  - B. Budget Subcommittee Representative from TEC – Phil ✎
  - C. Update on Legal Counsel Proposals – Phil
- V. Programs
  - A. Education & Outreach – Nick
    - 1. 2021 VLAWMO Annual Awards + MS4 program
    - 2. Spring Updates
  - B. Cost Share Program – Tyler
    - 1. Soil Health Grant Application: Devries SHG 2021-04 ✎
    - 2. Soil Health Grant Application: Coffman SHG 2021-05 ✎
    - 3. Soil Health Grant Application: Kanne SHG 2021-06 ✎
    - 4. Landscape Level 1 Application: Shearen Gem Lake SL Restoration 2021-01 ✎
- VI. Projects
  - A. Curly-leaf pondweed/Midwest Aquacare - Dawn
  - B. VLAWMO Site Maintenance Update - Dawn
  - C. Lambert Lake Update - Dawn
  - D. 319 Update – Dawn
  - E. Update on CD 14 Ditch Maintenance – Phil
- VII. Commissioner Reports
- VIII. NOHOA
- IX. Ramsey Soil & Water Conservation Division
- X. St. Paul Regional Water Services
- XI. Public Comment
- XII. Next Meetings: TEC: June 11<sup>th</sup>, Regular Board Meeting: June 23<sup>rd</sup>, 2021
- XIII. Adjourn

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

Field Workdays (CEL): April 2, 9  
Blue Thumb workshops:  
    Resilient Yards: April 6<sup>th</sup>  
Native Plant talk: May 11<sup>th</sup>  
Raingardens & Drainage Control 101: May 4<sup>th</sup>  
Rainbarrel workshop: May TBD



The Vadnais Lake Area Water Management Organization  
800 County Road E East, Vadnais Heights, 55127 651-204-6070  
Website: [www.vlawmo.org](http://www.vlawmo.org); Email: [office@vlawmo.org](mailto:office@vlawmo.org)

Vadnais Lake Area Water Management Organization  
Technical Commission Minutes  
April 9, 2021

Zoom Teleconference Open Meeting:

<https://us02web.zoom.us/j/83828772829?pwd=RzhmTEFRSGdkYnh6ZHd4cW9vNDc3Zz09>

Join by phone: +1-312-626-6799; meeting ID: 838 2877 2829; password: 234257

**Commission Members Present:**

Gloria Tessier	Chair, Gem Lake (GL)
Bob Larson	Treasurer, North Oaks (NO)
Paul Duxbury	White Bear Township (WBT)
Terry Huntrods	White Bear Lake (WBL)
Andy Nelson	Lino Lakes (LL)

**Commission Members Absent:** Jesse Farrell (VH)

**Others in attendance:** Phil Belfiori, Brian Corcoran, Dawn Tanner, Nick Voss, Tyler Thompson (VLAWMO); Patricia Orud, Jon Cotner (NOHOA), Brian Olsen (RCSWCD); Sara Shah; Martin Harstad; Jeremy Erickson (SPRWS); Ed Shapland (MN Water Steward); Connie Tailon (City of WBL); Abby Burdick

- I. **Call to Order** Chair Tessier called the meeting to order at 7:30 am. A roll call was made for attending Commissioners of the electronic meeting; Farrell: absent; Larson: present; Duxbury: present; Huntrods: present; Nelson: present; Tessier: present.
- II. **Approval of Agenda**  
The agenda for the April 9, 2021 Technical Commission Meeting was presented for approval. Agenda approved, as presented.  
It was moved by Larson and seconded by Huntrods to approve the April 9, 2021 TEC agenda, as presented. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye Huntrods: aye. Motion passed.
- III. **Approval of Minutes**  
It was moved by Larson and seconded by Duxbury to approve the March 12, 2021 meeting minutes, as presented. Vote: Huntrods: aye Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
- IV. **Administration & Operations**
  - A. **Financial Report for April & Authorization for Payment**  
Belfiori overviewed highlights of the April Finance Report and bills. Belfiori and Larson had the opportunity to review and confer on the April bills and are recommending approval. Belfiori noted the largest payment disbursement for the Lambert Lake meander project.  
It was moved by Huntrods and seconded by Larson to approve the April Treasurer's Report and authorization of payments. Vote: Huntrods: aye Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.
  - B. **April TEC Report to the Board**  
The April TEC Report to the Board was presented for approval by the TEC.  
It was moved by Duxbury and seconded by Larson to approve the April 2021 TEC Report to the Board. Vote: Huntrods: aye Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

**C. Update on Legal Counsel Services**

Belfiori reported that 3 proposals were received for Legal Counsel Services, and staff has reviewed and ranked proposals for a recommendation to the Board. Staff will bring their recommendation to the Board at their April meeting, and will update at the May TEC meeting.

**V. Programs**

**A. Education & Outreach**

**1. Community Blue: “Upstream”**

Voss presented an update on the 2020 “Upstream” Community Blue grant, which was approved in 2020, but was postponed due to COVID-19, recognized at the April 2020 Board meeting. A new project scope has been drafted, with COVID provisions in place, and an updated and reduced grant total. Payment #1 was issued but retained until the updated grant was approved. This updated grant request of \$1,000 would serve as payment #2, and is reduced from \$2,159.80. Staff recommended approval of the updated CB-2021-1 application, as attached in the April TEC ePacket.

It was moved by Huntrods and seconded by Larson to approve the updated grant Community Blue grant application CB-2021-1, and updated grant amounts. Vote: Huntrods: aye Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

**2. 2020 Annual Report, WAV outlook**

The Watershed Action Volunteers met on March 17<sup>th</sup>, and a video recording of the meeting is available. Highlights of the meeting include: MN Water Steward capstone projects, Jr. Watershed Explorer Program, summer watershed cost share tour, leaf pack monitoring, and picture post usage and upkeep. The 2020 Annual Report has been updated with 2020 Audit and financial numbers, will soon be submitted to BWSR, and is available on the VLAWMO website. Requests for hardcopies may also be made.

**B. Cost Share Program**

**1. Soil Health Grant: Biese SHG 2021-03**

Thompson presented the Soil Health Grant application 2021-03, entailing a 1,120 sq foot native planting in North Oaks that promotes stabilization and erosion protection, infiltration, and buffering upstream of Teal Pond. The proposal also includes native shrub and tree plantings targeting various locations around his property, including shoreline buffer plantings to stabilize the elevation drop to the shoreline. Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending approval of SHG 2021-03 in the amount of \$750.00.

**Discussion:** none.

It was moved by Larson and seconded by Huntrods to approve Soil Health Grant 2021-03 for approval and funding in the amount of \$750.00. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

**2. 2021 RCSWCD Contract & LL2 Street Recon Update**

Staff has been working to coordinate curb cut rain garden implementation into the cities of White Bear Lake and Vadnais Heights’ 2021 street reconstruction projects. Interest lists were open for residents until 3/31, and in April site feasibility work will begin, with the goal of having final project locations and curb cuts marked before construction begins in both cities. Staff is hoping to know how many basins are feasible for construction by May.

Staff is requesting approval to enter into contract with the Ramsey County SWCD for assistance with feasibility, design, and putting the final projects out to bid for

construction, as well as construction oversight. Project expenses will be billed as they are accrued, and the total contract amount is not to exceed \$4,999 in 2021. A draft Agreement has been included in the ePacket, but Tyler is planning to send the final Agreement prior to the TEC meeting once set with RCSWCD. Staff is requesting TEC approval to enter into the 2021 Professional Services Agreement with Ramsey County (RCSWCD), with a total not to exceed \$4,999 in 2021.

**Discussion:** none.

It was moved by Huntrods and seconded by Duxbury to approve the 2021 Professional Services Agreement between Ramsey County and VLAWMO, with a not-to-exceed amount of \$4,999. Vote: Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

## VI. Projects

### A. Bluebird Development Variance Request

Bluebird Grove Development in the City of Vadnais Heights is requesting a wetland buffer variance, as flexibility within a Planned Unit Development (PUD) application, to connect Williams Street to Tessier Trail. Edge of proposed road connection will be 19.8ft from the delineated wetland edge at the closest point.

The wetland on site is a Manage 2 wetland. Buffer setback for a Manage 2 wetland is 30ft with minimum of 24ft. A delineation was approved on 9/16/2020 identifying the wetland boundary. To mitigate buffer encroachment the developer is proposing a 5ft snow shelf next to east side road edge with 3:1 slope to proposed retaining wall, the proposed retaining wall will be 6ft from closest wetland edge (retaining wall is approximately 60ft long). Developer is also proposing to increase the wetland buffer on the east side of wetland to 40ft. Please see packet documents showing the detail of proposed variance request.

Staff is recommending input to the City of Vadnais Heights on the wetland buffer variance request for connection of Williams Street to Tessier Trail as proposed on the Plowe Engineering sheets C1.01 and Buffer Variance Cross Section Exhibit, both dated 2-18-2021. Staff is also recommending input on the wetland buffer to be restored and replanted with a native buffer seed mix up to 30ft on west side and 40ft on east side.

**Discussion:** Huntrods noted his concern about retaining wall stability, and that it will likely take proper engineering for long term stability. Tanner asked about the opportunity for wetland basin improvement and a maintenance agreement for restoration and buffer establishment. Tessier asked trail and road clarification. Corcoran noted that he will include comments from VLAWMO to include recommending restoration vegetation maintenance, wetland buffer signage, retaining wall engineering, and a native seeding mix for restoration and stabilization that is salt tolerant, due to proximity to the proposed road. Corcoran also noted that VLAWMO's role is to provide input to local governments regarding a proposed variance/waiver and not to approve or deny those requests.

### B. Lambert Lake Update

Tanner reported that vegetation restoration will begin during April along the meander, along with SEH coordination with the contractor. Support and planning for the biochar filter will also resume in the coming months.

### C. 319 Update, Request recommendation to Board to authorize submission

Tanner updated that staff will be preparing a first round proposal to submit to the MPCA when the Request For Proposals (RFP) is formally issued (expected in late spring/early summer). Once the RFP is announced, we will have 60 days to submit our proposal. The proposed project will be a combination of stormwater pond, possible meander elements, and wetland restoration to improve water quality in Wilkinson Lake. The project total proposal will be for \$540,757, of which 60% will be grant funds (\$324,454) and 40% will be

match funds (\$216,303). Construction of the project will likely occur in 2023/2024. Staff requests a recommendation from the TEC to the Board to authorize submitting a project proposal to the MPCA for the 319 program to improve water quality in Wilkinson Lake for a total project amount of \$540,757, partnering with North Oaks Company, the major landowner where project(s) will take place. Detail will be provided to the Board as they are available. Submission of the proposal may be required prior to the June Board meeting.

It was moved by Huntrods and seconded by Larson to recommend approval to the Board to authorize submitting project proposal to the MPCA for 319 grant funding project cost of \$540,757. Vote: Huntrods: aye Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

**D. Update on Goose ALM**

Belfiori updated that over 100 surveys were received, and staff has been processing and cataloging them. Staff continues to update the East Goose ALM web hub with program background and technical info.

**VII. Commissioner Reports:**

Tessier recommended continuing with virtual meeting format for the May TEC meeting.

**VIII. NOHOA**

Nothing to report.

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

Olsen noted assistance with street reconstruction projects, lead sinker E&O events and programs, and working with SPRWS.

**X. St. Paul Regional Water Service (SPRWS) Report**

Nothing to report.

**XI. Public Comment**

None.

**XII. Next Meetings**

TEC: May 14<sup>th</sup>, 2021; Board: April 28<sup>th</sup>, 2021

**XII. Adjourn**

It was moved by Huntrods and seconded by Larson to adjourn at 8:45 am. Vote: Huntrods: aye Tessier: aye Larson: aye Duxbury: aye Nelson: aye. Motion passed.

Minutes compiled and submitted by Tyler Thompson.

## TEC Staff Memo – May 2021

### IV. Administration & Operations

#### A. Financial Report for May & authorization for Payment

Please find the May 2021 Finance Report attached in the ePacket.

#### B. Budget Subcommittee Representative

At the April 28, 2021 VLAWMO Board meeting, the Board authorized that it would like to request the TEC to nominate at least one representative to attend and participate in the 2022 preliminary draft budget discussion at the next Board Subcommittee meeting schedule for **Thursday June 10, 2021 @ 6:30pm -8:30pm via Zoom. (the budget agenda item will likely take apx. 1 hour).**

#### C. Update Legal Counsel Proposals

As discussed at the April TEC meeting, staff noticed and advertised a Request for Proposal (RFP) for legal services for 2021 and 2022. Three proposals were received: Kennedy & Graven, Zlmen & McGuiness PLLC, HKB Law P.A.(Holstad & Knaak) PLC. The staff was asked to review all the proposals, score and comment. Scoring was based on the following experience factors: familiarity with VLAWMO, experience, technical capacity, billing rate, and responsiveness. Kennedy & Graven scored the highest given they have performed well on the worked completed under the legal program over the last several years, serve as the legal counsel for six JPA WMO's in the metro area and have been very responsive with staff and follow-up. Consistent with the staff recommendation, the VLAWMO Board of Directors at their April 28 meeting approved Kennedy & Graven to continue as the VLAWMO legal Counsel and provide legal services in 2021 and 2022.

### V. Programs

#### A. Education and Outreach:

##### 1. 2021 VLAWMO Annual Awards

During spring and summer, municipalities and residents will be active in projects and programs. TEC members and affiliates are invited to be mindful of and watch for potential nominations for VLAWMO's annual partner and water steward awards. Nominations will be requested in October 2021 – but now is the time to watch for efforts that might otherwise go unnoticed. Example nominations include:

- Hisdahl's Trophy cost-share raingarden (in progress)
- White Bear Animal Hospital wetland adaptations and stormwater efforts
- White Bear Montessori raingardens, prairie, and sustained maintenance
- Other public facing or large cost-share grant projects, especially on public property
- Development projects that include proactive stormwater design and planning
- Municipal partnerships related to ditch maintenance, Lambert Creek, or stormpond maintenance

- VLAWMO volunteers who have assumed a leadership role
- MS4 programs: Each municipality has completed a new MS4 permit in April, 2021. These permits require new actions to be taken to come into compliance with new permit guidelines, which are tracked by the MN Pollution Control Agency. Municipalities will be unfolding efforts in smart salting, stormwater awareness, adopt-a-drain, pet waste, illicit discharge (i.e. preventing paint from being dumped into stormdrains), construction runoff protocols, and staff training. Watch for these activities on City and Township social media, websites, and in council meeting agendas. Efforts in this area are eligible for a VLAWMO partner award.

Refer to or bookmark the Annual Watershed Awards web page for convenient use of nomination forms and nomination guidelines.

<https://www.vlawmo.org/get-involved/awards>

## 2. Spring Updates

Staff will provide an overview of spring outreach and volunteer activities.

- Raingardens 101: 13 participants (May 5<sup>th</sup>)
- Yard Makeovers Made Easy: 25 registrations (May 11<sup>th</sup>)
- North Oaks Water Education event at Mary Hill Park – table hosting (May 22<sup>nd</sup>)
- Teal Pond planting at Tamarack Nature Center (May 25<sup>th</sup>)
- Rainbarrel Bonanza webinar: Volunteer led - Katherine Doll Kanne (May 27<sup>th</sup>)
- Habitat and raingarden brush-up at Vadnais Heights City Hall: May 29<sup>th</sup>
- Landscape Revival plant sale: June 5<sup>th</sup>
- Community Blue Update: The Upstream project with White Bear Center for the Arts is currently planning a program kick-off including location venue set-up and personal invitations for participants.
- A new neighborhood spotlight is now posted on the VLAWMO website – visible from home page under “blog.”
- Minnesota Water Stewards capstone projects identified, training cohort complete May 15<sup>th</sup>
- Website updates to convert project page from a list into photo thumbnails

## B. Cost Share Program

### 1. Soil Health Grant Application: Devries SHG 2021-04

Staff has received a SHG application for a downspout rain garden in White Bear Lake. The rain garden/native planting area would be roughly 450 square feet in size, taking 330 square feet of rooftop runoff. The applicant has hired GreenSpace LLC for project design, and installation, upon news of the grant application, and the total estimated project cost is \$6,065. The project is within the Targeted Volume Reduction Zone, and the applicant is requesting \$1,000 in Soil Health Grant program funding

**Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending TEC approval of SHG 2021-04 in the amount of \$1,000.00.**

## **2. Soil Health Grant Application: Coffman SHG 2021-05**

The Coffmans in North Oaks have been interested in a native planting project for several years, and have submitted a SHG application for 2021. The applicants have a proposal from Minnesota Native Landscapes for a restoration of the ditch that is right off the road. The proposed restoration area is 3,000 square feet, and would provide nominal soil infiltration improvement, but the main benefit would be improved soil stabilization and habitat creation. The total estimated project cost is \$2,335, and the Coffmans are requesting \$750 in Soil Health Grant funds.

**Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending TEC approval of SHG 2021-05 in the amount of \$750.00.**

## **3. Soil Health Grant Application: Kanne SHG 2021-06**

If the above 2 Soil Health Grant applications are granted approval and funding, that would leave \$160 in the SHG fund for 2021. Katherine has put together a SHG project proposal for a native restoration project on a part of her property that is atop a steep that drains to Lower Lambert Creek and Ditch 14. Increased infiltration will be nominal, but as the project above, the main benefit would be reduced erosion and stormwater velocity reduction that would be contributing to an already fairly-eroded stream bank on her side of the Creek. The project is slated to be 150 square feet, and estimated to be \$260 in total project cost. The applicant is requesting \$160 in Soil Health Grant funding.

**Staff has reviewed the Soil Health Grant application, with no recommended revisions and is recommending TEC approval of SHG 2021-06 in the amount of \$160.00.**

## **4. Landscape Level 1 Grant Application: Shearen Gem Lake SL Resto. 2021-01**

The Shearens have roughly 400 feet of shoreline on Gem Lake that is severely eroded and undercutting in spots, with significant soil loss and large trees beginning to fall into the Lake. A proposal from Natural Shore Technologies has been submitted to restore and stabilize 123 linear feet of the worst-eroded section of the lake shore. Restoration would include clearing, slight regrading, and restoration with native plants and shrubs. Prevention of more soil loss and reduced sedimentation have the potential for direct water quality improvement of Gem Lake. The Shearens would also agree to a 2-year maintenance proposal with NST for the establishments of the replanted shoreline. The total estimated cost of the project is \$8,942.57, and the applicants are requesting \$4,471.29 in Landscape Level 1 grant funding for their shoreline restoration. **Staff has reviewed the NST proposal and Landscape Level 1 grant application, with no recommended revisions, and is recommending TEC approval of LL1 2021-01 in the amount of \$4,471.29.**

## **VI. Projects**

**A. Curly-leaf pondweed – Midwest Aquacare:** VLAWMO has been coordinating with Midwest Aquacare and others on the Curly-leaf pondweed treatment in Pleasant Lake. As part of the contract, Midwest Aquacare is responsible for obtaining a permit from MN DNR.



Midwest Aquacare applied for the permit through MN DNR, which also requires approval by the Minnesota Department of Health (MDH). MDH did not support a treatment with Endothall. A permit meeting was held with MDH, MN DNR, VLAWMO, and NOHOA on May 4, 2021. SPRWS has also been consulted. At the time of packet preparation, a switch to Diquat was recommended. A new permit would need to be submitted and approved by MDH for the planned treatment to go forward. A status update will be provided at the TEC meeting. More information is not available at the time of packet preparation.

**B. VLAWMO Site Maintenance Update:** Natural Shore Technologies, Inc., is doing a great job with our sites and communicating well with VLAWMO about progress at each location. A summary from Natural Shores from April work is included here:

Sucker Channel: Looks really good. Remaining above-ground vegetation from last year was cut and mulched it to provide debris on-site for pollinator habitat. Some sand willows were cut and treated that were growing up in the split-rail fence to prevent willows taking over areas planted with other native species. High amounts of trash and fishing line were removed. We could consider adding fishing line disposal containers to reduce the amount of line that is tangled and deposited onsite.

Birch Lake Shoreline: Cut above-ground vegetation from last year, hand-pulled yellow rocket (didn't find any garlic mustard), and wicked reed canary grass.

Birch Lake IESF: Pulled some first year garlic mustard, wicked reed canary grass, cleaned out some of the inlets/overflows. Things are looking good, The seeding looks pretty successful.

Oakemede: Weed-whipped above-ground vegetation from last year and pulled out leaves that looked like they had been blown in. Pulled garlic mustard. The natives look good, and removal of small buckthorn will continue throughout the season.

Koehler Bend and Flume: There was a LOT of garlic mustard. We pulled some where there were small groupings but we will have to whip the larger areas, if we do that a few times it should just die without going to seed. Unfortunately a lot of it is on the steeper slopes so when we hand pull it then the soil either falls away or is very exposed, so I think weed whipping it is the best option. There are some areas that are starting to erode a little. We also removed some large burdock that had gone to seed last year. There are a lot of great native plants there that were fun to see. It would be nice to maybe do some shrub live stakes in some of those bare areas.

Response: VLAWMO requested a cost estimate for live stakes to add in eroded areas at Koehler.

**C. Lambert Lake Update:** Shrubs were installed along the meander on April 30, 2021. That wraps up the major construction elements of the project. Sunram has been working closely with SEH to complete punchlist items. A final drone flight will be scheduled in the coming weeks, as the newly installed vegetation has a chance to establish.

<p>Bringing new shrubs to the meander by boat.</p>	<p>Equipment was needed for the amount of plants added; these plants will help stabilize the meander and protect the new bends from erosion.</p>
	
<p>Almost finished unloading.</p>	<p>Otters have continued to visit and use the site. Prior to construction, with 5 months of data, otter visitation at the site was a visit every ~6 trapnights. During construction, visitation was 0 (Dec. 12-March 1). Following construction, with 2 months of data, otter visitation is a visit every 2 trapnights. It will be interesting to see if this increased frequency is sustained over time.</p>
	
<p>New plants getting settled (from SEH)</p>	<p>Sandhill cranes enjoying the habitat (from SEH)</p>



This one is just too pretty not to share (from SEH)



**D. 319 Update:** VLAWMO staff have continued to work with North Oaks Company on advancing the MOU. VLAWMO's attorney reviewed and provided comments on a draft terms document and used that to prepare the MOU. Additional revisions have been made and are being reviewed by both parties' attorneys. With the MOU in nearly final draft form, VLAWMO staff began working on a draft operations and maintenance agreement, using the MN Stormwater Manual for guidance as to dollar amounts, frequency of maintenance, and likely forms of maintenance that will be needed. That draft is in review with NOC. Preparation for the project is also continuing with MPCA and Barr Engineering.

### **E. Update on CD 14 Ditch Maintenance**

At the April 28, 2021 VLAWMO Board meeting, the Directors discussed and/or took action on two different items related to the VLAWMO County Ditch 14 Maintenance program:

1. The Troy Gilchrest (VLAWMO Attorney) presented a memo related to roles and responsibilities when the VLAWMO receives a proposal by one of the member cities to maintain or repair a branch of the ditch system. The questions and topics discussed in Troy's memo have emerged given the recently approved City of Vadnais Heights scope of work to complete design and permitting work associated with the maintenance/ repair of Branch Ditch 3. Based on Board further discussion and direction, staff will continue coordination with the City on development of an agreement identifying roles of the VLAWMO and the City in this proposed Branch 3 maintenance project. The Board also directed the development of a "ditch maintenance and role in ditch management policy" for review by the TEC and subsequent consideration by the Board. This TEC review is anticipated to occur in the Summer or Fall 2021.
2. The Board also approved staff to begin a process of working with Houston Engineering to develop design plans and conduct landowner engagement for a proposed ditch maintenance project in 2021 for the areas on the main stem of Ditch 14 upstream of Edgerton Street and downstream of the recently completed meander project within Lambert Lake.

Staff will be providing updates throughout 2021 on these proposed Ditch maintenance efforts.

# May 2021 VLAWMO Finance Report

May-21		Actual 5/1/21	Actual to Date	2021 Budget	2020 carry over/Grants	Remaining in Budget	2021 Available	Act vs. Budget
<b>BUDGET #</b>	<b>INCOME</b>							
<b>5.11</b>	Storm Water Utility	\$0	\$20,739	\$935,340	\$0	\$914,601	\$935,340	2%
<b>5.12</b>	Service Fees	\$100	\$100	\$200	\$0	\$100	\$200	50%
<b>5.13</b>	Interest + mitigation acct	\$13	\$102	\$3,000	\$0	\$2,898	\$3,000	3%
<b>5.14</b>	Misc. income - WCA admin & other	\$0	\$0	\$3,000	\$0	\$3,000	\$3,000	0%
<b>5.15</b>	Other Income Grants/ <u>loan</u>	\$0	\$257,349	\$894,679	\$0	\$637,330	\$894,679	29%
<b>5.16</b>	Transfer from reserves	\$0	\$0	\$192,840	\$14,000	\$206,840	\$206,840	0%
	<b>TOTAL</b>	<b>\$113</b>	<b>\$278,290</b>	<b>\$2,029,059</b>	<b>\$14,000</b>	<b>\$1,764,769</b>	<b>\$2,043,059</b>	<b>14%</b>
	<b>EXPENSES</b>							
<b>3.1</b>	<b>Operations &amp; Administration</b>							
<b>3.110</b>	Office - rent, copies, post tel supplies	\$2,061	\$10,084	\$26,214	\$0	\$16,130	\$26,214	38%
<b>3.120</b>	Information Systems	\$1,477	\$6,504	\$22,365	\$4,000	\$19,861	\$26,365	25%
<b>3.130</b>	Insurance	\$0	\$0	\$7,000	\$0	\$7,000	\$7,000	0%
<b>3.141</b>	Consulting - Audit	\$2,300	\$7,025	\$7,728	\$0	\$703	\$7,728	91%
<b>3.142</b>	Consulting - Bookkeeping	\$0	\$0	\$1,500	\$0	\$1,500	\$1,500	0%
<b>3.143</b>	Consulting - Legal	\$245	\$643	\$4,000	\$0	\$3,357	\$4,000	16%
<b>3.144</b>	Consulting - Eng. & Tech.	\$0	\$0	\$30,000	\$0	\$30,000	\$30,000	0%
<b>3.150</b>	Storm Sewer Utility	\$0	\$5,833	\$13,000	\$0	\$7,167	\$13,000	45%
<b>3.160</b>	Training (staff/board)	\$0	\$0	\$8,750	\$0	\$8,750	\$8,750	0%
<b>3.170</b>	Misc. & mileage	\$253	\$1,113	\$6,300	\$0	\$5,187	\$6,300	18%
<b>3.191</b>	Administration - staff	\$41,688	\$151,151	\$370,307	\$0	\$219,156	\$370,307	41%
<b>3.192</b>	Employer Liability	\$10,795	\$44,448	\$102,376	\$10,000	\$67,928	\$112,376	40%
<b>3.2</b>	<b>Monitoring and Studies</b>							
<b>3.210</b>	Lake and Creek lab analysis	\$0	\$0	\$18,000	\$0	\$18,000	\$18,000	0%
<b>3.220</b>	Equipment	\$109	\$365	\$3,000	\$0	\$2,635	\$3,000	12%
<b>3.230</b>	Wetland assessment & management	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
<b>3.3</b>	<b>Education and Outreach</b>							
<b>3.310</b>	Public Education	\$93	\$2,343	\$8,500	\$0	\$6,157	\$8,500	28%
<b>3.320</b>	Marketing	\$0	\$260	\$7,500	\$0	\$7,240	\$7,500	3%
<b>3.330</b>	Community Blue Ed Grant	\$272	\$272	\$10,000	(\$4,500)	\$5,228	\$5,500	5%
<i>Total Core functions: Ops, Monitoring, Education</i>		\$59,292	\$230,042	\$646,540	\$9,500	\$425,998	\$656,040	35%
	<b>Capital Improvement Projects and Programs</b>							
<b>3.4</b>	<b>Subwatershed Activity</b>							
<b>3.410</b>	Gem Lake	\$0	\$0	\$0	\$0	\$0	\$0	
<b>3.420</b>	Lambert Creek	\$4,898	\$576,009	\$222,100	\$0	(\$353,909)	\$222,100	259%
<b>3.425</b>	Goose Lake	\$0	\$1,125	\$124,200	\$0	\$123,075	\$124,200	1%
<b>3.430</b>	Birch Lake	\$0	\$637	\$0	\$0	(\$637)	\$0	#DIV/0!
<b>3.440</b>	Gilf Black Tam Wilk Amelia	\$275	\$275	\$16,000	\$0	\$15,725	\$16,000	2%
<b>3.450</b>	Pleasant Charley Deep	\$1,259	\$1,259	\$22,500	\$0	\$21,241	\$22,500	6%
<b>3.460</b>	Sucker Vadnais	\$0	\$16,408	\$12,500	\$0	(\$3,908)	\$12,500	131%
<b>3.48</b>	<b>Programs</b>							
<b>3.480</b>	Soil Health Grant	\$0	\$0	\$4,500	\$0	\$4,500	\$4,500	0%
<b>3.481</b>	Landscape 1	\$100	\$170	\$16,000	\$0	\$15,830	\$16,000	1%
<b>3.482</b>	Landscape 2	\$0	\$0	\$28,000	\$0	\$28,000	\$28,000	0%
<b>3.483</b>	Project Research & feasibility	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
<b>3.485</b>	Facilities Maintenance	\$3,279	\$6,989	\$46,540	\$0	\$39,551	\$46,540	15%
<b>3.5</b>	<b>Regulatory</b>							
<b>3.510</b>	Engineer Plan review	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
<i>Total CIP &amp; Program</i>		\$9,812	\$602,872	\$492,340	\$0	(\$110,532)	\$492,340	122%
<b>Total of Core Operations &amp; CIP</b>		<b>\$69,104</b>	<b>\$832,914</b>	<b>\$1,138,880</b>	<b>\$9,500</b>	<b>\$315,466</b>	<b>\$1,148,380</b>	<b>73%</b>

<b>Fund Balance</b>	4/1/2021	5/1/2021
4M Account	\$767,227	\$344,804
4M Plus Savings	\$324,130	\$324,138
<b>Total</b>	<b>\$1,091,357</b>	<b>\$668,942</b>

<b>Restricted funds</b>		5/1/2021
Mitigation Savings		\$21,036
Term Series		\$0

# May 2021 VLAWMO Finance Report

**Vadnais Lake Area Water Management Orga**  
**Profit & Loss**  
**April 10 through May 14, 2021**

2:16 PM

05/05/2021

Cash Basis

Apr 10 - May 14, 21

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>5.1 · Income</b>	
5.12 · Service Fees	100.00
5.13 · Interest	12.51
<b>Total 5.1 · Income</b>	<u>112.51</u>
<b>Total Income</b>	<u>112.51</u>
<b>Gross Profit</b>	<u>112.51</u>
<b>Expense</b>	
<b>3.1 · Administrative/Operations</b>	
<b>3.110 · Office</b>	
Copies	65.52
Phone/Internet/Machine Overhead	290.00
Postage	36.19
Rent	1,615.00
Supplies	54.00
<b>Total 3.110 · Office</b>	<u>2,060.71</u>
<b>3.120 · Information Systems</b>	
IT Support	1,203.91
Website & email hosting	273.46
<b>Total 3.120 · Information Systems</b>	<u>1,477.37</u>
3.141 · Audit	2,299.50
3.143 · Legal	244.80
3.170 · Misc. & mileage	253.05
<b>3.191 · Employee Payroll</b>	
payroll	41,688.01
<b>Total 3.191 · Employee Payroll</b>	41,688.01
<b>3.192 · Employer Liabilities</b>	
Admin payroll processing	44.92
Administration FICA	3,077.03
Administration PERA	3,126.60
Insurance Benefit	4,546.05
<b>Total 3.192 · Employer Liabilities</b>	<u>10,794.60</u>
<b>Total 3.1 · Administrative/Operations</b>	<u>58,818.04</u>
<b>3.2 · Monitoring and Studies</b>	
3.220 · Equipment	109.25
<b>Total 3.2 · Monitoring and Studies</b>	<u>109.25</u>
<b>3.3 · Education and Outreach</b>	
3.310 · Public Education	92.56
3.330 · Community Blue Education Grant	272.45
<b>Total 3.3 · Education and Outreach</b>	<u>365.01</u>
<b>3.4 · Capital Imp. Projects/Programs</b>	
3.420 · Lambert Creek Restoration	

# May 2021 VLAWMO Finance Report

1 · LL grant \$302,679	4,897.89
<b>Total 3.420 · Lambert Creek Restoration</b>	<b>4,897.89</b>
3.440 · Gilfillan Black Tamarack Wilkin	275.40
3.450 · Pleasant Charley Deep	1,259.00
<b>Total 3.4 · Capital Imp. Projects/Programs</b>	<b>6,432.29</b>
<b>3.48 · Programs</b>	
3.481 · Landscape 1 - cost-share	100.00
3.485 · Facilities & Maintenance	3,279.40
<b>Total 3.48 · Programs</b>	<b>3,379.40</b>
<b>Total Expense</b>	<b>69,103.99</b>
<b>Net Ordinary Income</b>	<b>-68,991.48</b>
<b>Net Income</b>	<b>-68,991.48</b>

# May 2021 VLAWMO Finance Report

## Vadnais Lake Area Water Management Organization Check Detail

2:14 PM

05/05/2021

April 10 through May 14, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	EFT	04/19/2021	Reliance Standard		Checking - 1987		<b>-88.50</b>
				Insurance Benefit		-88.50	88.50
TOTAL						<u>-88.50</u>	<u>88.50</u>
Check	EFT	04/19/2021	Reliance Standard		Checking - 1987		<b>-202.29</b>
				Insurance Benefit		-202.29	202.29
TOTAL						<u>-202.29</u>	<u>202.29</u>
Check	EFT	04/22/2021	further		Checking - 1987		<b>-5.00</b>
				Insurance Benefit		-5.00	5.00
TOTAL						<u>-5.00</u>	<u>5.00</u>
Check	5122	05/14/2021	Houston Engineering, Inc		Checking - 1987		<b>-2,188.00</b>
				3.485 · Facilities & Maintenance		-2,188.00	2,188.00
TOTAL						<u>-2,188.00</u>	<u>2,188.00</u>
Check	5123	05/14/2021	SEH		Checking - 1987		<b>-4,897.89</b>
				1 · LL grant \$302,679		-4,897.89	4,897.89
TOTAL						<u>-4,897.89</u>	<u>4,897.89</u>
Check	5124	05/14/2021	City of Vadnais Heights		Checking - 1987		<b>-2,006.71</b>
				Rent		-1,615.00	1,615.00
				Phone/Internet/Machine Overhead		-290.00	290.00
				Postage		-36.19	36.19
				Copies		-65.52	65.52
TOTAL						<u>-2,006.71</u>	<u>2,006.71</u>
Check	5125	05/14/2021	CliftonLarsonAllen		Checking - 1987		<b>-2,299.50</b>
				3.141 · Audit		-2,299.50	2,299.50
TOTAL						<u>-2,299.50</u>	<u>2,299.50</u>
Check	5126	05/14/2021	HDR Engineering, Inc.		Checking - 1987		<b>-273.46</b>
				Website & email hosting		-273.46	273.46
TOTAL						<u>-273.46</u>	<u>273.46</u>
Check	5127	05/14/2021	Innovative Office Solutions		Checking - 1987		<b>-54.00</b>
				Supplies		-54.00	54.00



# May 2021 VLAWMO Finance Report

TOTAL			-54.00	54.00
	<b>Check 5128 05/14/2021 carp solutions</b>	<b>Checking - 1987</b>		<b>-1,259.00</b>
		3.450 · Pleasant Charley Deep	-1,259.00	1,259.00
TOTAL			<u>-1,259.00</u>	<u>1,259.00</u>
	<b>Check 5129 05/14/2021 City Of Roseville</b>	<b>Checking - 1987</b>		<b>-1,203.91</b>
		IT Support	-1,203.91	1,203.91
TOTAL			<u>-1,203.91</u>	<u>1,203.91</u>
	<b>Check 5130 05/14/2021 City of White Bear Lake</b>	<b>Checking - 1987</b>		<b>-52,186.82</b>
		payroll	-41,688.01	41,688.01
		Administration FICA	-3,077.03	3,077.03
		Administration PERA	-3,126.60	3,126.60
		Insurance Benefit	-4,250.26	4,250.26
		Admin payroll processing	-44.92	44.92
TOTAL			<u>-52,186.82</u>	<u>52,186.82</u>
	<b>Check 5131 05/14/2021 Kennedy &amp; Graven, Chartered</b>	<b>Checking - 1987</b>		<b>-1,611.60</b>
		3.440 · Gilfillan Black Tamarack Wilkin	-275.40	275.40
		3.143 · Legal	-244.80	244.80
		3.485 · Facilities & Maintenance	-1,091.40	1,091.40
TOTAL			<u>-1,611.60</u>	<u>1,611.60</u>
	<b>Check 5132 05/14/2021 White Bear Center for the Arts</b>	<b>Checking - 1987</b>		<b>-1,000.00</b>
		3.330 · Community Blue Education Grant	-1,000.00	1,000.00
TOTAL			<u>-1,000.00</u>	<u>1,000.00</u>
	<b>Check 5133 05/14/2021 Errin Robovsky</b>	<b>Checking - 1987</b>		<b>-100.00</b>
		3.481 · Landscape 1 - cost-share	-100.00	100.00
TOTAL			<u>-100.00</u>	<u>100.00</u>
	<b>Check 5134 05/14/2021 Tyler J Thompson</b>	<b>Checking - 1987</b>		<b>-54.88</b>
		3.170 · Misc. & mileage	-54.88	54.88
TOTAL			<u>-54.88</u>	<u>54.88</u>
	<b>Check 5135 05/14/2021 Brian Corcoran</b>	<b>Checking - 1987</b>		<b>-99.05</b>
		3.170 · Misc. & mileage	-99.05	99.05
TOTAL			<u>-99.05</u>	<u>99.05</u>
	<b>Check 5136 05/14/2021 Nicholas Voss</b>	<b>Checking - 1987</b>		<b>-108.24</b>

# May 2021 VLAWMO Finance Report

	3.170 · Misc. & mileage	-15.68	15.68
	3.310 · Public Education	-92.56	92.56
TOTAL		<u>-108.24</u>	<u>108.24</u>
	<b>Check 5137 05/14/2021 Dawn Tanner</b>		
	<b>Checking - 1987</b>		<b>-83.44</b>
	3.170 · Misc. & mileage	-83.44	83.44
TOTAL		<u>-83.44</u>	<u>83.44</u>

# May 2021 VLAWMO Finance Report

## Vadnais Lake Area Water Management Organization Custom Transaction Detail Report March 1 through May 1, 2021

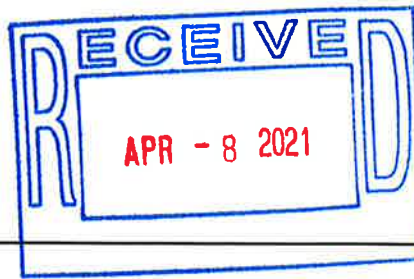
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05/05/2021

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
<b>Mar 1 - May 1, 21</b>									
Credit Card Charge	03/01/2021		Ace Hardware	supplies workday crew	US Bank CC	√	3.220 · Equipment	99.98	99.98
Credit Card Charge	03/02/2021		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	36.00	135.98
Credit Card Charge	03/03/2021		FastSigns	signs for sucker channel	US Bank CC	√	3.220 · Equipment	143.37	279.35
Credit Card Charge	03/09/2021		adobe *photography plan		US Bank CC	√	Software	9.99	289.34
Credit Card Charge	03/11/2021		Ace Hardware	supplies workday crew	US Bank CC	√	3.220 · Equipment	100.20	389.54
Credit Card Charge	03/15/2021		Ace Hardware	supplies workday crew	US Bank CC	√	3.220 · Equipment	107.96	497.50
Credit Card Charge	03/19/2021		Landscape Restoration	buckthorn removal chemicals	US Bank CC	√	3.220 · Equipment	70.00	567.50
Transfer	03/22/2021			Funds Transfer	US Bank CC		Checking - 1987	-178.17	389.33
Credit Card Charge	03/24/2021		Staples	usb drives	US Bank CC	√	Supplies	36.98	426.31
Credit Card Charge	03/26/2021		Adobe "Creative Cloud		US Bank CC	√	Software	32.20	458.51
Credit Card Charge	04/05/2021		Google*SVCAPPS_VLAWM		US Bank CC	√	WEB	35.99	494.50
Credit Card Charge	04/16/2021		Home Depot	geotextile fabric & staples	US Bank CC		3.220 · Equipment	109.25	603.75
								<b><u>603.75</u></b>	<b><u>603.75</u></b>

Mar 1 - May 1, 21



Applicant Landowner Information

Name: Ingrid DeVries

Address of property where project will be implemented: 4794 Campbell Ave

City, State, Zip: White Bear Lake MN 55110

Phone: 612-245-3642

Email address: ingd13@hotmail.com

Grant Specifics

ESTIMATED TOTAL COST OF YOUR PROJECT: \$ 6,064.90 AMOUNT OF GRANT REQUESTED: (\$750 MAXIMUM) \$ 1,000.00  
 (\$1,000 Maximum if within Targeted Priority Zone)

WHEN DO YOU PLAN TO COMPLETE YOUR PROJECT? Spring 2021

PROJECT TYPE:  
 Raingarden  Native Restoration/Pollinator Planting  Turf Replacement  Other

If other, please describe proposed project: \_\_\_\_\_

Project Background

Describe your property: Does your property connect to a lake, stream, ditch, or wetland in VLAWMO? What is the purpose of your project?  
Project as proposed will improve water quality and support native habitat.

Describe how your project will support the goals of the Soil Health Grant Program (see guidance page for more information). Does your proposed project directly reduce, capture, or treat stormwater?  
This rain garden will capture and treat rainwater by allowing it to filter through the ground. This process will reduce debris and pollutants from reaching storm drains.

Please briefly describe anticipated maintenance activities of your project:

Replace and repair as needed the inlets and outlets of rain garden.

Weed, water, and replace plants as needed.

Project Specifications

Divide plants as needed and share.

In order to determine the water quality benefit of your project (amount of stormwater and pollutants captured), specific information is required for VLAWMO staff to perform the calculations. If you are working with a professional landscaper, they should be able to provide you with this information.

TOTAL PROPERTY AREA  
(Acres):

.25 acres

TOTAL PROJECT  
SIZE (SQ.FT.):

27' 2" x 16' 2"

IMPERVIOUS AREA  
DRAINING TO PROJECT  
(SQ.FT.):

330 sq. ft.

PERVIOUS AREA  
DRAINING TO  
PROJECT (SQ.FT.):

50 sq. ft.

IF YOUR PROJECT INCLUDES INFILTRATION, PLEASE PROVIDE THE FOLLOWING INFORMATION

SOIL INFILTRATION  
RATE (INCHES/HR):

6.2

DEPTH OF RAINGARDEN BASIN  
(INCHES):

6"

Additional Required Attachments

To complete your application, please include:

- Detailed drawing or plan of the proposed project, drafted by either the landowner or a contractor.
- Detailed project budget estimate with clear cost and material breakouts that equate to your total project cost estimate.

\*\*This information, along with the application, may be scanned and emailed to VLAWMO GIS Watershed Technician, Tyler Thompson (tyler.thompson@vlawmo.org)\*\*

Opting in to the education incentives would allow reapplying for Soil Health Grant funds the consecutive year after being awarded grant funding. Incentives entail committing to three of the following four options for 2 years:

1. Documenting seasonal photos, organizing them, and sending them to VLAWMO via jump drive or email, to show the progress and growth of the project.
2. Provide a neighborhood spotlight article featuring a photo of participants posing in front of the project, as well as a mini-interview 1-2 years after the project was installed to speak to their experience in install, maintenance, any problems, and enjoyment for others to learn from.
3. Participate as a host site for VLAWMO's annual neighborhood BMP tour working in conjunction with VLAWMO Master Water Stewards.
4. Help coordinate VLAWMO's annual native plant swap with Master Water Stewards. This entails saving seeds, dividing and potting mature plants for sharing with other residents or public raingardens, or taking plants from the plant swap for the home project as needed.

VLAWMO Soil Health Grant Operations & Maintenance Requirements:

Projects must be maintained for a minimum of 5 years, and applicants must be willing to participate in VLAWMO's Education & Outreach and project sharing efforts. The applicant is responsible for Project maintenance items referenced in the Soil Health Grant Guidance document for a 5 year period, after Project completion. VLAWMO is not responsible for completing maintenance activities, but will assist with staff guidance. A project may be visited and inspected by VLAWMO staff during the 5 year maintenance period. Please inform VLAWMO if you move within the 5 years of project implementation so we may provide the new owners with information and guidance on Project.

Are you willing to commit to the following Soil Health Grant requirements:

- Maintain the project for at least 5 years after its implementation?  YES NO
- Participate in VLAWMO's outreach and project sharing efforts?  YES NO
- Do you understand that your Project may be visited and inspected by a VLAWMO representative during the 5 year Project maintenance period?  YES NO

Print Name Ingrid DeVries

Signature [Handwritten Signature] Date 4/17/21

# GreenSpace

## TRUE nature DESIGN

### Green Space, LLC

Landscapes in step with NATURE and set apart by DESIGN!

4055 - 25th Avenue South Minneapolis, MN 55406

Phone: 612-558-3161

[roxanne@GreenSpaceMN.com](mailto:roxanne@GreenSpaceMN.com)

Date: April 5, 2021

### Proposal for:

**Ingrid Devries**

4794 - Campbell Avenue

White Bear Lake, MN 55110-2913

Work address: Same

cell: 612-245-3642

Sales tax rate: 7.375%

### Landscape Proposed:

#### FRONT YARD

##### Rain Garden Site Preparation

Excavation for the rain garden that measures 27'-2" by 16'-2" in average size. We need to reach at least a 6" depth for the rain garden, and this area is 4" above the existing drive and walkway. We also need to remove some soil and sod beyond the planned rain garden edge to create water outlets; and remove 3" of soil in a 5 x 14 area at foundation. Remove and dispose 12.5 yards of sod and soil and grade all areas appropriately.

\$ 1,560.00

##### Catch Basin, Drain-tile & Popup

Install a 12" catch basin with grate; 20 feet of non-perforated drain tile and a popup. This work requires excavating under a sidewalk to lay drain tile and then properly filling in and around the drain tile under the walkway to reduce voids under the walkway.

\$ 1,225.00

##### Edging to Define Rain Garden from Lawn

Install 47'-3" of aluminum edging to define the proposed rain garden

\$ 565.00

##### Compost/Soil Amendments for Rain Garden

Install a 25% to 75% soil to compost mix to improve the drainage and soil health for the plantings. Install 3 cubic yards

\$ 345.00

**Plantings in Front Rain Garden (Note: If smaller sizes are available, then will purchase those for savings)**

<u>Qty</u>	<u>Name of Plant</u>	<u>Size</u>	<u>Cost Each</u>	<u>Total of Each</u>	
3	Geranium maculatum (Wild Geranium)	1 gal	\$ 12.00	\$ 36.00	
7	Geum triflorum (Prairie Smoke)	4" cont	\$ 7.00	\$ 49.00	
5	Sedum x 'Autumn Joy'	1 gal	\$ 8.00	\$ 40.00	
6	Dalea purpureum (Purple Prairie Clover)	4" cont	\$ 7.00	\$ 42.00	
5	Penstemon grandiflorus (Showy Penstemon)	4" cont	\$ 7.00	\$ 35.00	
1	Salix humilus (Prairie Willow)	5 gal	\$ 65.00	\$ 65.00	
1	Coreopsis lanceolata (Lance lvd Coreopsis)	4" cont	\$ 7.00	\$ 7.00	
12	Echinacea purpurea (Purple Echinacea)	4" cont	\$ 7.00	\$ 84.00	
15	Lobelia siphilitica (Great Blue Lobelia)	4" cont	\$ 7.00	\$ 105.00	
11	Agastache foeniculum (Fragrant Hyssop)	4" cont	\$ 7.00	\$ 77.00	
8	Eupatorium 'Phantom' (Baby Joe Pye Weed)	1 gal	\$ 11.00	\$ 88.00	
11	Ratibida pinnata (Gray Headed Coneflr)	4" cont	\$ 7.00	\$ 77.00	
15	Liatris aspera (Rough Blazingstar)	4" cont	\$ 7.00	\$ 105.00	
9	Asclepias incarnata (Swamp Milkweed)	4" cont	\$ 7.00	\$ 63.00	
5	Sorghastrum nutans (Indiangrass)	4" cont	\$ 7.00	\$ 35.00	
Subtotal for Plants				\$	908.00
Delivery of Plants (two sources)				\$	240.00
Sales tax on plants and delivery				\$	84.67
Labor to install Plants				\$	485.00
Total Cost of Plants as Outlined in this Proposal				\$	1,717.67

**Mulch for New Plantings**

Install 3 cubic yards of dark brown shredded hardwood mulch around new plants \$ 330.00

**Deliveries of compost, edging & mulch**

Two deliveries \$ 300.00

Sales tax on deliveries \$ 22.13

**Project Management**

Designer to manage the project as needed at rate of \$150 per hour. Approx. 2-3 hrs T&M

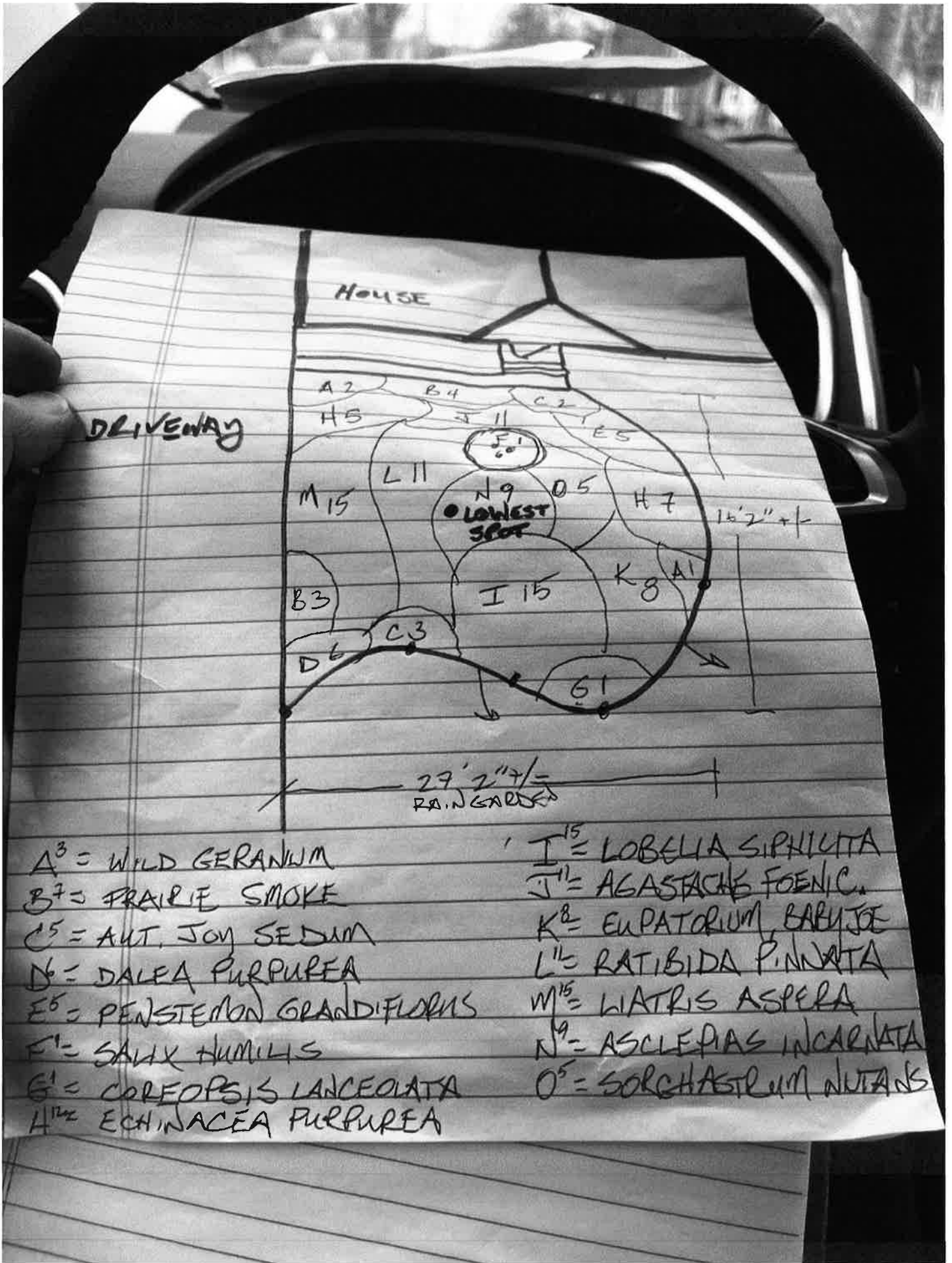
**Total for Landscape Installation \$ 6,064.80 plus T&M**

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Designer Signature: Roxanne T. Stuhr Date: April 5, 2021

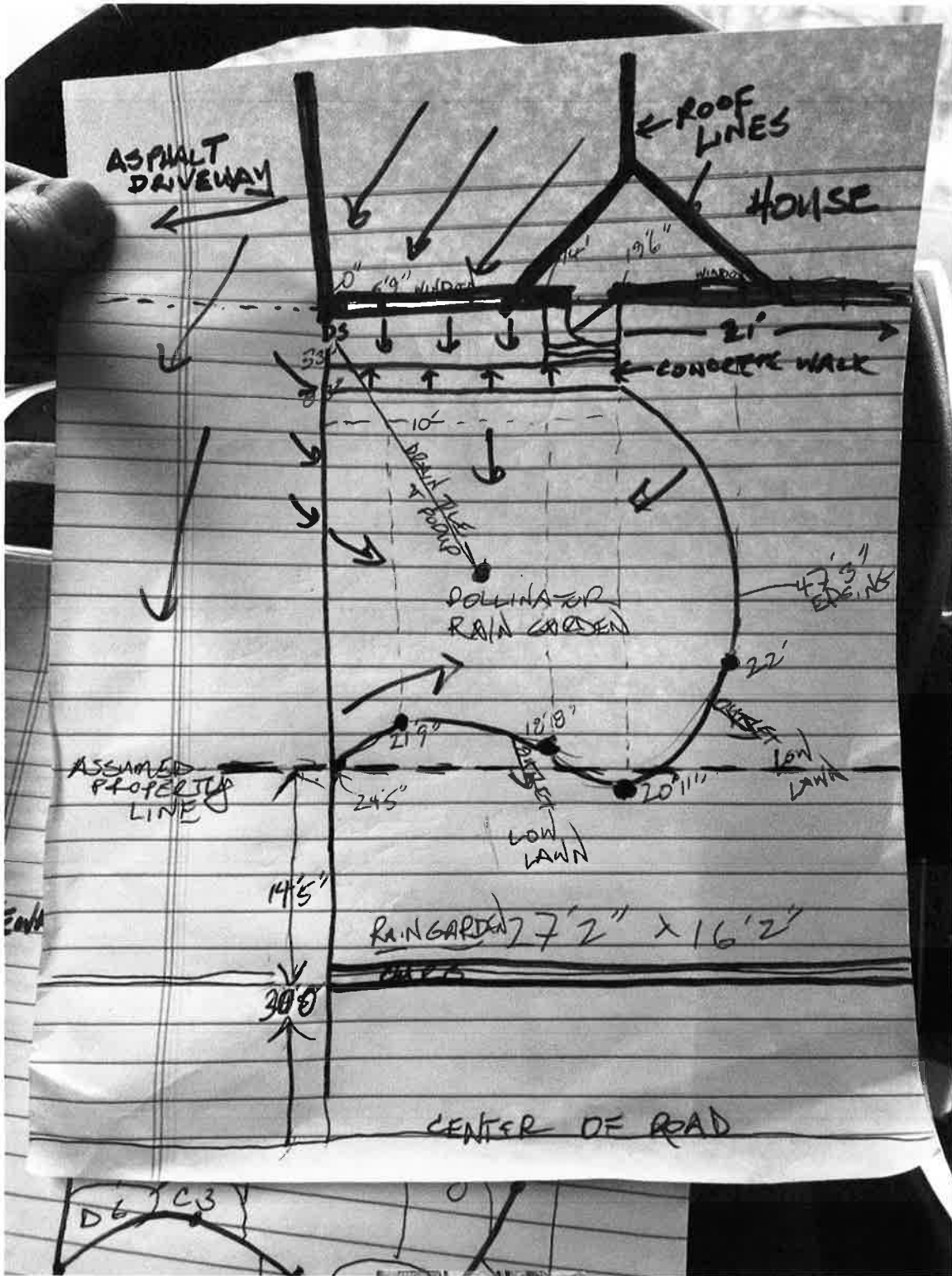
**THANK YOU FOR WORKING WITH US TO CREATE LANDSCAPES IN STEP WITH NATURE!**





- A<sup>3</sup> = WILD GERANIUM
- B<sup>7</sup> = PRAIRIE SMOKE
- C<sup>5</sup> = AUT. JOY SEDUM
- D<sup>6</sup> = DALEA PURPUREA
- E<sup>5</sup> = PENSTEMON GRANDIFLORUS
- F<sup>1</sup> = SALIX HUMILIS
- G<sup>1</sup> = COREOPSIS LANCEOLATA
- H<sup>12</sup> = ECHINACEA PURPUREA
- I<sup>15</sup> = LOBELIA SIPHICATA
- J<sup>11</sup> = AGASTACHE FOENIC.
- K<sup>8</sup> = EUPATORIUM BABUJOE
- L<sup>11</sup> = RATIBIDA PINNATA
- M<sup>15</sup> = LIATRIS ASPERA
- N<sup>9</sup> = ASCLEPIAS INCARNATA
- O<sup>5</sup> = SORCHASTRUM NUTANS

IMG\_0963 Drainage.jpg    ↓ Download    ↗ Full screen    ☐ Print    ↻ Save to OneDrive    ☒ Shc



### Applicant Landowner Information

Name:	<i>Engene &amp; Mary Coffman</i>
Address of property where project will be implemented:	<i>1 Basswood Lane</i>
City, State, Zip:	<i>North Oaks, MN, 55127</i>
Phone:	<i>651-280-5851</i>
Email address:	<i>g.coffman@me.com</i>

### Grant Specifics

ESTIMATED TOTAL COST OF YOUR PROJECT: \$ *2,335* <sup>*4/20/21*</sup>  
*(\$500 maint.)*

AMOUNT OF GRANT REQUESTED: (\$750 MAXIMUM) \$ *750*  
(\$1,000 Maximum if within Targeted Priority Zone)

WHEN DO YOU PLAN TO COMPLETE YOUR PROJECT? *6/30/2021*

PROJECT TYPE:

Raingarden  Native Restoration/Pollinator Planting  Turf Replacement  Other

If other, please describe proposed project: \_\_\_\_\_

### Project Background

Describe your property: Does your property connect to a lake, stream, ditch, or wetland in VLAWMO? What is the purpose of your project?

*1 Basswood Lane is a 1.25 acre, lightly developed lot with numerous trees around the perimeter. The purpose of the project is to slow storm water movement.*

Describe how your project will support the goals of the Soil Health Grant Program (see guidance page for more information). Does your proposed project directly reduce, capture, or treat stormwater?

*This project will support the goals of the Soil Health Program by:*

- Increasing infiltration due to native plant root structure*
- Provide erosion control and soil stabilization*
- Beautify the yard*

Please briefly describe anticipated maintenance activities of your project:

- Monitor site and consult with MNL
- Weed, water, remove invasive species & replace plants

## Project Specifications

In order to determine the water quality benefit of your project (amount of stormwater and pollutants captured), specific information is required for VLAWMO staff to perform the calculations. If you are working with a professional landscaper, they should be able to provide you with this information.

TOTAL PROPERTY AREA (Acres): 1.25 TOTAL PROJECT SIZE (SQ.FT.): 3000

IMPERVIOUS AREA DRAINING TO PROJECT (SQ.FT.): NA PERVIOUS AREA DRAINING TO PROJECT (SQ.FT.): NA

IF YOUR PROJECT INCLUDES INFILTRATION, PLEASE PROVIDE THE FOLLOWING INFORMATION

SOIL INFILTRATION RATE (INCHES/HR): NA DEPTH OF RAINGARDEN BASIN (INCHES): NA

## Additional Required Attachments

To complete your application, please include:

- Detailed drawing or plan of the proposed project, drafted by either the landowner or a contractor.
- Detailed project budget estimate with clear cost and material breakouts that equate to your total project cost estimate.

**\*\*This information, along with the application, may be scanned and emailed to VLAWMO GIS Watershed Technician, Tyler Thompson (tyler.thompson@vlawmo.org)\*\***

Opting in to the education incentives would allow reapplying for Soil Health Grant funds the consecutive year after being awarded grant funding. Incentives entail committing to three of the following four options for 2 years:

1. Documenting seasonal photos, organizing them, and sending them to VLAWMO via jump drive or email, to show the progress and growth of the project.
2. Provide a neighborhood spotlight article featuring a photo of participants posing in front of the project, as well as a mini-interview 1-2 years after the project was installed to speak to their experience in install, maintenance, any problems, and enjoyment for others to learn from.
3. Participate as a host site for VLAWMO's annual neighborhood BMP tour working in conjunction with VLAWMO Master Water Stewards.
4. Help coordinate VLAWMO's annual native plant swap with Master Water Stewards. This entails saving seeds, dividing and potting mature plants for sharing with other residents or public raingardens, or taking plants from the plant swap for the home project as needed.

VLAWMO Soil Health Grant Operations & Maintenance Requirements:

Projects must be maintained for a minimum of 5 years, and applicants must be willing to participate in VLAWMO's Education & Outreach and project sharing efforts. The applicant is responsible for Project maintenance items referenced in the Soil Health Grant Guidance document for a 5 year period, after Project completion. VLAWMO is not responsible for completing maintenance activities, but will assist with staff guidance. A project may be visited and inspected by VLAWMO staff during the 5 year maintenance period. Please inform VLAWMO if you move within the 5 years of project implementation so we may provide the new owners with information and guidance on Project.

Are you willing to commit to the following Soil Health Grant requirements:

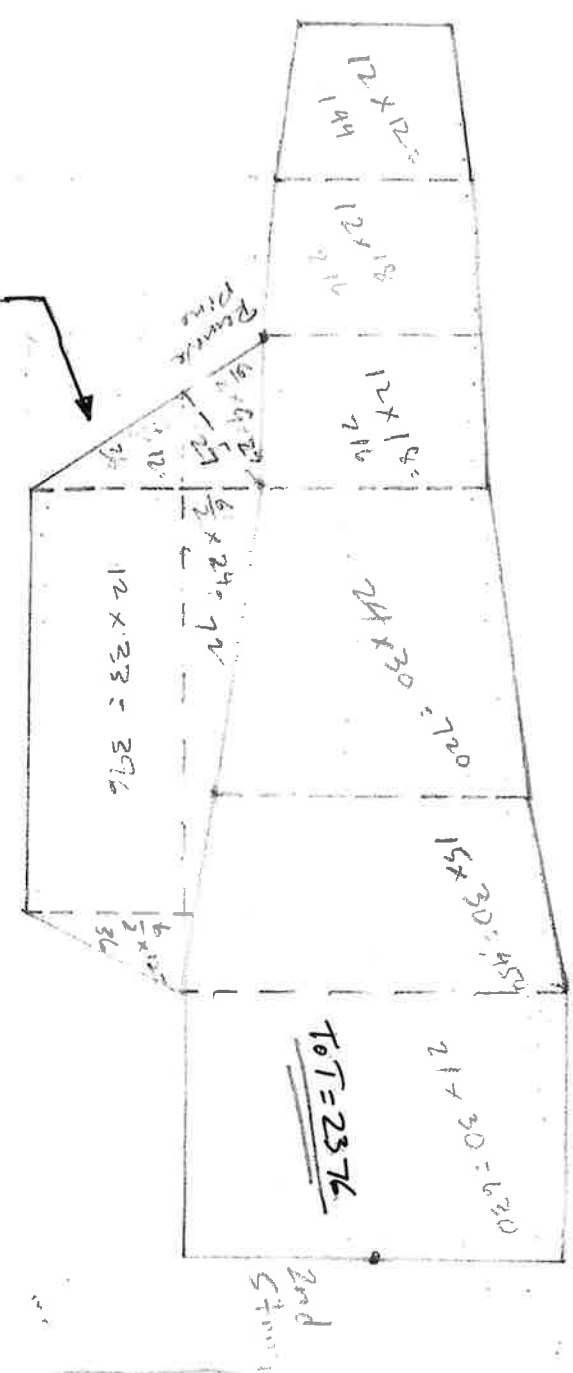
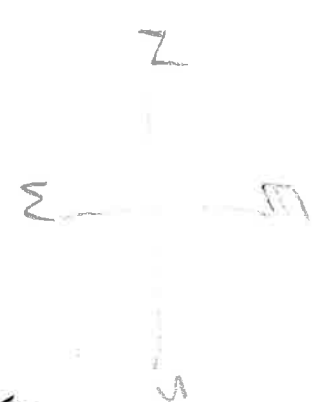
- Maintain the project for at least 5 years after its implementation?  YES NO
- Participate in VLAWMO's outreach and project sharing efforts?  YES NO
- Do you understand that your Project may be visited and inspected by a VLAWMO representative during the 5 year Project maintenance period?  YES NO

Print Name Eugene Coffman

Signature Eugene Coffman Date 4/21/2021

Engene & Mary  
 1 Basswood Lane  
 North Oaks, MD 20711  
 Cottman

96'  
 HAYCROW RD



$\text{TOT} = 276 + 216 + 168 + 720 + 450 + 630 + 276 = 2726$   
 $\approx 594$

Grand Tot  $\approx 2400 + 600$   
 $\approx 3000 \text{ sq ft}$

214/59

House

Backyard Ln

From: Tony Rieger-Borer tony.riegerborer@mnlcorp.com  
 Subject: Coffman 4-6-21.pdf  
 Date: April 6, 2021 at 11:44 AM  
 To: Gene Coffman g.coffman@me.com

TR

Hi folks,

I can adjust the seed mix later based on any changes we may make. Otherwise, I made the adjustments to the proposal and added first year consulting/management to it.

Please call with any questions.

TRB

Mary is reviewing the plant species in each "native seed" list. It looks like we're going to need customized mixes.



Prepared By: - Tony Rieger-Borer  
 Minnesota Native Landscapes, Inc.  
 03-25-2021  
 Submitted to: Mary Coffman  
 651-247-3228  
 g.coffman@me.com

**Proposal for Coffman Property - Native planting  
 2500 Square Foot - North Oaks, MN**

Project Area: 2500 SF  
 Procedure: Prairie Seeding and planting



Jobsite: Coffman Property  
 Client: Mary Coffman  
 Nearest City: North Oaks  
 Prepared For: Mary Coffman  
 Prepared By: Tony Rieger-Borer  
 Date: 4/6/2021

**Coffman Property**

Item	Category	Description	Price/Unit	Unit	Quantity	Total Price
1	Mobilization	Mobilization	550	LS	1	\$ 550.00
2	Site Preparation	Rake and remove the leaves and needles from the planting area.	\$ 800.00	LS	1.00	\$ 800.00
3	ECB	Install erosion control blanket - SCL50BN	\$ 3.00	Sr	277.00	\$ 831.00
4	Native seed	MNL woodland grass and wildflower mix - 1000 SF packet	\$ 99.00	Each	1.00	\$ 99.00
5	Native seed	MNL Savanna grass and wildflower mix - 1000 SF packet	\$ 55.00	Each	1.00	\$ 55.00
6	Maintenance	2 visit in 2021 to monitor site and consult with client	\$ 290.00	each	2.00	\$ 580.00
Project Price						\$ 2,815.00

**Contract Information:**

If you wish to contract MNL for these services, please return one signed copy of this agreement to:

- \* Minnesota Native Landscapes, Inc. (MNL) 8740 77th St NE, Otsego MN 55362
- \* Email: tonyr@MNLcorp.com

**Notes:**


1. Quote assumes MNL completing all steps as listed above. If the scope changes, MNL reserves the right to alter the bid and resubmit.
2. All herbicide applications will be conducted by Minnesota Department of Agriculture licensed applicator(s).
3. MNL does not warranty against acts of vandalism, severe drought, flooding, washouts, or damages caused by wildlife.
4. Quote assumes a locate to identify any underground public utilities in the installation area(s) to be completed by MNL, Inc. The presence of shallow utilities, electric lines, invisible fencing, irrigation, etc. may alter pricing. Any privately owned/ installed underground obstacles are Owner's responsibility to mark. MNL will not be liable for damages.
5. This quote is good for a period of 30 days.
6. All work will be billed following completion, with payment being due within 30 days of receipt of invoice. Any amount remaining unpaid beyond 30 days shall incur a 1% monthly finance charge.

Submitted By:

Tony Rieger-Borer  
 Tony Rieger-Borer

To accept this quote sign here:

Eugene P. Coffman 4/7/21  
 Sign Date

From: Mary V Coffman mvcoffman@me.com   
 Subject: Custom Seed Mix  
 Date: April 21, 2021 at 8:53 AM  
 To: Geno (husband) g.coffman@me.com



**Coffman  
 Custom Seed Mix**

Date:	4/20/2021
Total Acres:	0.10
Total PLS lbs:	1.25
Total Price:	<b>\$181.48</b>

8740 77th Street NE Otsego, MN 55362

	Scientific Name	Common Name	% of Mix	Total PLS lbs
<b>Grasses:</b>	Carex bicknellii	Bicknell's Sedge	6.00	0.08
	Carex radialis	Eastern Star Sedge	4.00	0.05
	Carex sprengelii	Long-Beaked Sedge	7.00	0.09
	Schizachyrium scoparium	Little Bluestem	55.00	0.69
<b>Forbs:</b>	Anemone virginiana	Tall Thimbleweed	2.00	0.03
	Asclepias tuberosa	Butterfly Milkweed	4.00	0.05
	Dalea candida	White Prairie Clover	10.00	0.13
	Lupinus perennis	Wild Lupine	3.00	0.04
	Smilacina racemosa	Solomon's Plume	4.00	0.05
	Solidago nemoralis	Gray Goldenrod	5.00	0.06

Shipping and Sales Tax added to all applicable orders. Prices are good for 30 days



**Applicant Landowner Information**

Name:	<i>Katherine Doll Kanne</i>
Address of property where project will be implemented:	<i>3696 Edgerton St</i>
City, State, Zip:	<i>Vadnais Heights, MN 55127</i>
Phone:	<i>320-905-3606</i>
Email address:	<i>dollkanne@gmail.com</i>

**Grant Specifics**

ESTIMATED TOTAL COST OF YOUR PROJECT:

\$ *260*

AMOUNT OF GRANT REQUESTED: (\$750 MAXIMUM)

\$ *160*

*(remainder of SHG 2021 funds)*

(\$1,000 Maximum if within Targeted Priority Zone)

WHEN DO YOU PLAN TO COMPLETE YOUR PROJECT?

*August 2021 or earlier*

PROJECT TYPE:

Raingarden

Native Restoration/Pollinator Planting

Turf Replacement

Other

If other, please describe proposed project:

**Project Background**

Describe your property: Does your property connect to a lake, stream, ditch, or wetland in VLAWMO? What is the purpose of your project?

*My property is adjacent to Lambert Creek. This project will increase native habitat, support pollinators and increase soil health in an area directly adjacent to an erosion-prone steep slope into Lambert Creek.*

Describe how your project will support the goals of the Soil Health Grant Program (see guidance page for more information). Does your proposed project directly reduce, capture, or treat stormwater?

*This project will increase native habitat for wildlife + pollinators. It will replace sterile turf that provided little to no habitat. The native plants will benefit soil health and potentially reduce stormwater heading into Lambert Creek.*

Please briefly describe anticipated maintenance activities of your project:

Weeding will be the most time intensive maintenance as well as removing plant debris in the spring. This project will receive similar care and maintenance as a VLAWMO fund 2019 raingarden in my backyard.

### Project Specifications

In order to determine the water quality benefit of your project (amount of stormwater and pollutants captured), specific information is required for VLAWMO staff to perform the calculations. If you are working with a professional landscaper, they should be able to provide you with this information.

TOTAL PROPERTY AREA  
(Acres):

0.66 acres

TOTAL PROJECT  
SIZE (SQ.FT.):

150 sqft

IMPERVIOUS AREA  
DRAINING TO PROJECT  
(SQ.FT.):

Some impact, but most  
impervious drains to existing  
raingarden

PERVIOUS AREA  
DRAINING TO  
PROJECT (SQ.FT.):

None expected

IF YOUR PROJECT INCLUDES INFILTRATION, PLEASE PROVIDE THE FOLLOWING INFORMATION

SOIL INFILTRATION

some infiltration

DEPTH OF RAINGARDEN BASIN

RATE (INCHES/HR):

N/A but not primary goal.

(INCHES):

N/A

### Additional Required Attachments

To complete your application, please include:

- Detailed drawing or plan of the proposed project, drafted by either the landowner or a contractor.
- Detailed project budget estimate with clear cost and material breakouts that equate to your total project cost estimate.

**\*\*This information, along with the application, may be scanned and emailed to VLAWMO GIS Watershed Technician, Tyler Thompson (tyler.thompson@vlawmo.org)\*\***

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1. Documenting seasonal photos, organizing them, and sending them to VLAWMO via jump drive or email, to show the progress and growth of the project.
2. Provide a neighborhood spotlight article featuring a photo of participants posing in front of the project, as well as a mini-interview 1-2 years after the project was installed to speak to their experience in install, maintenance, any problems, and enjoyment for others to learn from.
3. Participate as a host site for VLAWMO's annual neighborhood BMP tour working in conjunction with VLAWMO Master Water Stewards.
4. Help coordinate VLAWMO's annual native plant swap with Master Water Stewards. This entails saving seeds, dividing and potting mature plants for sharing with other residents or public raingardens, or taking plants from the plant swap for the home project as needed.

VLAWMO Soil Health Grant Operations & Maintenance Requirements:

Projects must be maintained for a minimum of 5 years, and applicants must be willing to participate in VLAWMO's Education & Outreach and project sharing efforts. The applicant is responsible for Project maintenance items referenced in the Soil Health Grant Guidance document for a 5 year period, after Project completion. VLAWMO is not responsible for completing maintenance activities, but will assist with staff guidance. A project may be visited and inspected by VLAWMO staff during the 5 year maintenance period. Please inform VLAWMO if you move within the 5 years of project implementation so we may provide the new owners with information and guidance on Project.

Are you willing to commit to the following Soil Health Grant requirements:

- Maintain the project for at least 5 years after its implementation?  YES NO
- Participate in VLAWMO's outreach and project sharing efforts?  YES NO
- Do you understand that your Project may be visited and inspected by a VLAWMO representative during the 5 year Project maintenance period?  YES NO

Print Name Katherine Doll Kanne

Signature Katherine Doll Kanne Date May 5<sup>th</sup>, 2021

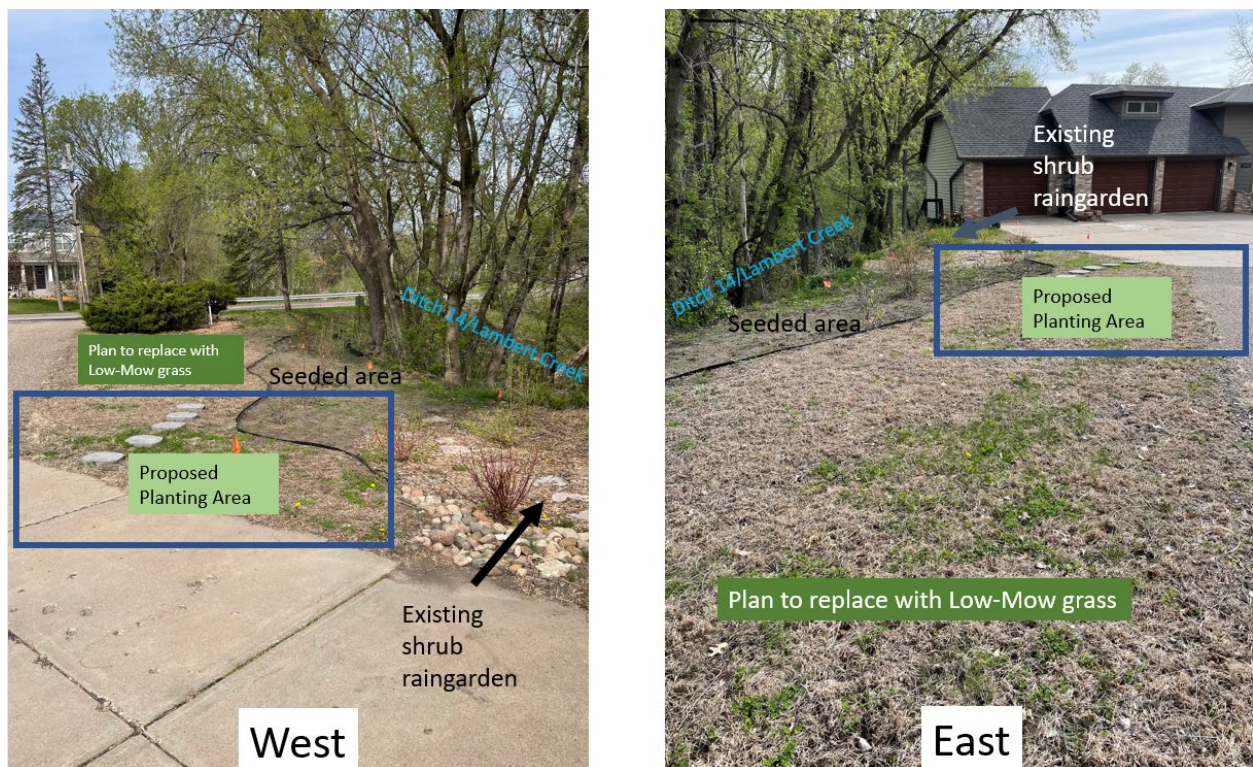
## 2021 Kanne Soil Health Grant Application

May 5th, 2021

### Project Background:

The Kanne family is submitting a 2021 application for a Soil Health Grant. The subject property is located in VLAWMO's Target Volume Reduction Zone (TVRZ).

We are proposing to enhance native habit by replacing part of a traditional turf grass area of our front yard into a native prairie garden. The proposed location is directly adjacent to Ditch 14/Lambert Creek. This proposed Soil Health Grant project is one stage of a multi-year plan to enhance this location nearby Lambert Creek to provide habit for wildlife and pollinators and also enhance water quality. Last fall, part of this area closest to the creek before descending down the slope was sod cut and winter sowed with native seeds sourced from Minnesota Native Landscapes. There is also a shrub raingarden in this area that captures driveway runoff that was eroding a path down to the creek. This Soil Health Grant application is another stage in the overall plan for this area. The images below in Figure 1 show the current state of the proposed site for this grant when looking towards the West and the East with the area targeted for new native plantings shown in a blue box.



**Figure 1. Current state of proposed site viewed from two directions.**

The proposed area is approximately 150 sq. feet, as shown via a rough estimate using GIS in Figure 2 below. This proposed area is right next to an existing shrub raingarden that captures water runoff from

the driveway. The proposed native plantings that will be placed nearest to the driveway will synergize with the raingarden to capture driveway runoff for filtration.



154 Sq Feet

Clear

**Figure 2. GIS rough estimate of project area and square footage.**

In the ~150 sq feet of planting area, 3" potted native plants will be spaced approximately 12-18 inches apart. To achieve this, approximately 90 native plants will be sourced. The proposed plants will be sourced from Natural Shore Natives Nursery. The proposed area has a south sun exposure and is full sun. The soil is dry to medium. Native plants were selected based on the sun and soil features of the proposed site.

Per a phone discussion on May 5<sup>th</sup> with the nursery staff of Natural Shore Natives, the nursery is able to accommodate the below order:

- Short Prairie Bundle (32 plants/bundle) x 2 quantity = **64 plants**

The Short Prairie Garden Bundle contains:

- Prairie Onion (*Allium stellatum*)
- Sideoats Grama (*Bouteloua curtipendula*)
- Lance Leaved Tickseed (*Coreopsis lanceolata*)
- Purple Prairie Clover (*Dalea purpurea*)
- Dotted Blazing Star (*Liatris pycnostachya*)
- Prairie Phlox (*Phlox pilosa*)
- Little Bluestem (*Schizachyrium scoparium*)
- Aromatic Aster (*Symphotrichum oblongifolium*)

- Tall Prairie Bundle (32 plants/bundle) x 1 quantity = **32 plants**

The Tall Prairie Bundle contains:

- Big Bluestem (*Andropogon gerardii*)
- Pale Purple Coneflower (*Echinacea pallida*)
- Rough Blazing Star (*Liatris aspera*)
- Grey-headed Coneflower (*Ratibida pinnata*)
- Stiff Goldenrod (*Solidago rigidum*)
- Indian Grass (*Sorghastrum nutans*)
- Heath Aster (*Symphotrichum ericoides*)
- Golden Alexander (*Zizia aurea*)

**Total plants = 96**

**Site Preparation:**

The proposed site was treated with herbicide last year to kill the turf grass. There is an existing seed bank in the site that has not been exhausted. Further herbicide treatments or solarization-like efforts would help in further reducing the seed bank, but these would take additional weeks to months to complete. In order to allow for a spring planting, we are proposing to use a sod kicker (already owned by applicant) remove this top sod layer; this should reduce the seed bank that would compete with the new plantings, as well as remove the thickest part of a root layer from the prior turf grass, which also can hinder new plants. After sod cutting, we would place newspaper down to help suppress any exposed seed bank, and then apply ~2 inches of black dirt. Approximately a ~2 inch layer of mulch will be applied on top of the dirt. The plants will be planted into this newly added soil and mulch. The plants will be provided at least 1 inch of water per week for the first growing season.

The table below details the cost estimates to achieve this proposed native planting:

Item	Cost	Quantity	Total Expense
Black dirt – Buberl, applicant picks up	\$20/cubic yard	1	\$20
Mulch from Ramsey County Yard Waste Site – applicant picks up	Free		Free
Newspaper	Free		Free
<b>Native Plants -</b>			
Short Prairie Bundle (32 plants, covers 50 sq feet per bundle)	\$80/bundle	2 bundles	\$160
Tall Prairie Bundle (32 plants, covers 50 sq feet per bundle)	\$80/bundle	1 bundle	\$80
<b>GRAND TOTAL</b>			<b>\$260</b>

# VLAWMO LANDSCAPE LEVEL 1 GRANT APPLICATION FORM

Vadnais Lake Area Water Management  
 Organization 800 County Road E East  
 Vadnais Heights, MN 55127  
 www.vlawmo.org (651) 204-6071

Please submit form and required materials  
 to: TYLER THOMPSON  
[tyler.thompson@vlawmo.org](mailto:tyler.thompson@vlawmo.org)

Please fill in the application as best as possible and use additional pages if necessary. Refer to the Grant Guidance document for further information or contact Tyler Thompson with any questions.

## APPLICANT INFORMATION

NAME: MARY SHEAREN DATE: 04/08/2021  
 ADDRESS: 1346 GOOSE LAKE ROAD CITY: GEM LAKE ZIP: 55110  
 PHONE: 651 246 0395 EMAIL: mshearen@bestlaw.com

## PROJECT SUMMARY

ESTIMATED TOTAL COST OF YOUR PROJECT: \$ 8,942.57  
\$ 9,749.06 AMOUNT OF GRANT REQUESTED: \$ 4,471.29  
 (\$5,000 MAXIMUM)  
 WHEN DO YOU PLAN TO COMPLETE YOUR PROJECT? SUMMER 2021

## TYPE OF PROJECT THAT WILL BE COMPLETED:

Raingarden/ Infiltration Basin  
 Shoreline Restoration   
 Hard Surface Runoff Reduction  Other

If other, please describe proposed project:

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## PROJECT BACKGROUND

Describe your property: Does your property connect to a lake, stream, ditch, or wetland in VLAWMO? What issues are you planning to address with your project?

Our property is directly on Gem Lake, with roughly 400 feet of shoreline on the lake. A good majority of the shoreline has undercutting, and roughly 200 feet for shoreline has severe erosion. The Natural Shore Technologies proposal includes 123 linear feet of restoration, targeting the most severe erosion.

Describe how your project will support the goals of the Landscape Grant Program (see guidance materials for more information). Does your proposed project directly reduce, capture, or treat stormwater?

This project proposal of restoring our shoreline directly supports the Landscape Level 1 program, reducing erosion and soil loss into the lake. Surface water quality is directly impacted and improved with this project. At least half of the lake shore has severe erosion and undercutting, with large trees beginning to fall into the lake. Soil loss and sedimentation into the Lake has become a surface water quality issue.

Please briefly describe anticipated maintenance activities of your project.

The primary expected maintenance will be establishing and maintaining the native plantings installed, as part of the restoration, and ensuring the restored bank stays stabilized during the first 2 growing seasons. As part of the contract with NST, a 2 year maintenance plan will be paid for upon signing the project contract.

### PROJECT SPECIFICATIONS

In order to determine the water quality benefit of your project (amount of stormwater and pollutants captured), specific information is required for VLAWMO staff to perform the calculations. If you are working with a professional landscaper, they should be able to provide you with this information.

TOTAL PROPERTY AREA (Acres):	<u>5.13 acres</u>	TOTAL PROJECT SIZE (SQ.FT.):	<u>3,228 sq ft; 123 linear ft of shoreline</u>
IMPERVIOUS AREA DRAINING TO PROJECT (SQ.FT.):	<u>N/A</u>	PERVIOUS AREA DRAINING TO PROJECT (SQ.FT.):	<u>N/A</u>

IF YOUR PROJECT INCLUDES INFILTRATION, PLEASE PROVIDE THE FOLLOWING INFORMATION

SOIL INFILTRATION RATE (INCHES/HR):	<u></u>	DEPTH OF RAINGARDEN BASIN (INCHES):	<u></u>
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### \*ADDITIONAL REQUIRED ATTACHMENTS\*

TO COMPLETE YOUR APPLICATION, PLEASE INCLUDE:

- Detailed drawing or plan set of the proposed project, drafted by either the landowner or a contractor. Dependent upon the complexity of the project, VLAWMO may require project final designs be completed by a qualifying professional or Engineer. Drawing must include project dimensions that enable VLAWMO staff to model the project for water quality benefits or stormwater reductions.
- Detailed project budget estimate with clear cost and material breakouts that equate to your total project cost estimate. Please review the VLAWMO Landscape Level 1 Cost Share Guidance document for eligible project materials that are applicable for grant funding.

**\*\*This information, along with the application, may be scanned and emailed to Tyler Thompson, VLAWMO GIS Watershed Technician at tyler.thompson@vlawmo.org\*\***



# Shearen SL Restoration 2021



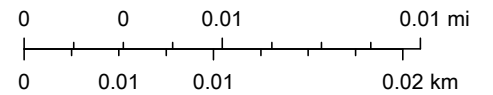
5/5/2021, 11:03:16 AM

 VLAWMO Boundary 2020

 Ramsey County Parcels

 Neighboring watershed organizations

1:564



Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user

ArcGIS Web AppBuilder



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## Restoration Proposal for:

Mr. John and Mary Shearen  
1346 Goose Lake Road  
Gem Lake, MN

**Proposal Date: April 8, 2021**

**Prepared by:**

Bill Bartodziej M.S., Senior Restoration Ecologist  
Natural Shore Technologies, Inc.  
612.730.1542 [bill.b@naturalshore.com](mailto:bill.b@naturalshore.com)





USING ECOLOGY TO RESTORE LAND AND WATER

612.703.7581 | [naturalsshore.com](http://naturalsshore.com) | Office & Nursery 1480 County Rd 90 Independence, MN 55359

April 8, 2021

Dear John and Mary:

It was a real pleasure meeting both of you. Thank you again for giving Natural Shore Technologies the opportunity to bid on your project. Below is a *Project Summary* which outlines our *restoration methods* and *cost breakdown*. We would like to emphasize that we tailor our restoration approach to fit your site characteristics and specific objectives. We look forward to developing a partnership with you to produce an exceptional restoration that exceeds your expectations.

We would enjoy the chance to answer any questions that you have regarding this restoration proposal. We take great pride in our reputation and attention to customer satisfaction. After you have read through and are comfortable with the proposed plan and specified cost, please sign the contract that is provided. A down payment and a signed contract are required to book your project.

Best regards,

Bill Bartodziej, M.S.  
Senior Restoration Ecologist

## ***Project Summary***

1. **Project site: 123' of shore, 3,228 SF**
2. Site assessment and plan development include: detailed site preparation methods, plant selection, and a project timeline and work schedule for our staff. Because most of projects involve the establishment of natural buffers, site drawings and planting plans are not necessary. We have found that over time, native plants will seek out the optimal micro-habitats and flourish. However, project plan drawings can certainly be provide at an additional cost upon client request.
3. Delineate and verify total restoration project area.
4. Kill all weeds with an herbicide appropriate for upland or aquatic use. A licensed herbicide applicator from Natural Shore Technologies will apply the treatment.
5. Cut, treat, and remove buckthorn and other shrubs from restoration area.
6. Cut and remove any weedy plant material from planting area. Remove all leaves and branches.
7. Harrow the soil, seed with a custom native seed mix and cover crop, and apply a 2' layer of soil on slope areas, and lastly fine rake.
8. Plant selections will provide flowering throughout the growing season, with at least 25 native plant species included in the plan.
9. Cover the entire restoration area with NAG SC-150 BN degradable erosion control blanket.
10. Lay out plants into plant zones per plan specifications and install at approximately 2 to 3' centers.
11. We will use 516 – 3" containers for your planting.
12. Site monitoring will be conducted and appropriate maintenance will be provided through October, 2022.

**Installation note:** Prior to installation, please let us know of any underground utility lines, sprinkler lines, or other obstacles in the restoration area. It is the owner responsibility to clearly mark lines, and NST will not be held liable for any damages.

## Project Cost

This bid includes project design and management, all materials, labor, and a two year maintenance plan. This is a comprehensive bid estimate and valid for thirty days. We require a 50% down payment to schedule your project.

### Cost Breakdown

Site Design, Project Management, Mobilization	\$1,190.68
Site preparation, herb. Trt, clearing of leaves, debris, soil prep, soil (9 CY)	\$4,377.20
516 Plants - 3" containers @ 2-3' spacing - 25 native species	\$2,083.49
Erosion Control blanket - SC150-BN - over entire restoration area	\$1,291.20
Maintenance - 2 yr plan	\$806.49
<b>TOTAL =</b>	<b>\$9,749.06</b>

## Site maintenance

Site maintenance includes at least three visits per year during the growing season to monitor and conduct activities that will ensure proper restoration establishment. We use the most appropriate, up-to-date maintenance techniques such as targeted herbicide application, hand pulling, mowing, and spot weed whipping to effectively control invasive weeds. Our lead maintenance supervisor has a B.S. in Biology and 10 years of field experience.

**Watering** – We will thoroughly water your site immediately after plant installation. Any necessary watering after installation is the responsibility of the owner. (Generally, normal rainfall during the growing season is adequate for native plant establishment.)

***\*Note we do offer long-term maintenance contracts. Over 90% of our clients use that service.***

## Staff Qualifications

Our company has over 50 years of combined ecological restoration experience. We are a local company that focuses on quality ecological restoration in the Metro area. Our clients vary from private estates on Lake Minnetonka, to large corporate headquarters in Eden Prairie. We also work with many city and county governments and watershed management organizations. We are fully insured.

Our specialty is lakeshore and wetland restoration. We have restored many miles of lakeshore in Minnesota, more than any other company. Please see our portfolio for examples of our restoration projects that include; shorelines, wetlands, prairies, savannas, and rain gardens.

Please see our **project photo book** at: <http://www.blurb.com/books/6034090-natural-shore-technologies-inc-photobook>

## Natural Shore Technologies Plant Material

We have commercial and retail greenhouses in Maple Plain. Our plants are Minnesota native perennials that will flourish year after year. Utilizing our own plant material in our projects assure quality control. Our wetland and prairie plants are guaranteed to establish during the first growing season. Perennial plants put most of their energy into establishing root systems so please keep in mind that the first year of growth will be mainly underground. You will see some flowering the first year, but significantly more flowering during the second year of establishment.

Information about our **retail native plant greenhouses** located in Maple Plain is also available at: [www.naturalshore.com](http://www.naturalshore.com)



# Guarantee

We stand by our native plant material and our ecological restoration services.

Native plants that we install are guaranteed to establish during the first growing season. Any plant material that does not make it through the first growing season will be replaced at no charge to the client.

On projects that we install and manage, we will guarantee successful establishment of your ecological restoration within three full growing seasons. This proposal provides a plan for accomplishing the restoration of the project site. If successful establishment does not occur within three growing seasons, all necessary steps will be taken to ensure the eventual success of the project, at no additional charge. For purposes of this guarantee, successful establishment is defined as follows: That the presence of at least 80% of the original seeded or planted species can be found on the site, and that the overall density of vegetation is comprised of no less than 80% native species.

The only exceptions to this guarantee have to do with plant death due to acts of God (floods or drought) the actions of others (vandalism), or animal herbivory (e.g., geese, muskrats). Watering by the owner during dry periods is necessary, and the lack of adequate watering in this circumstance may nullify this guarantee.

If these extreme circumstances do happen to occur, we will work with the client at a reduced rate to make all necessary repairs.

Our goal will always be to create successful, long-term partnerships with our clients. Our guarantee is the best in the business, and provides you with a clear understanding that we are here to fully support your ecological restoration endeavor.

## Contract

- A down payment of \$4,500.00 is required to schedule your project.
- The remainder of the project cost is due at project completion. Any unpaid amount beyond the 30 day period after billing will incur a 3% monthly finance charge.
- *Please note that this proposal is valid for 30 days from the date on this Contract.*

If you would like to proceed with the above outlined project, please sign the contract below.

**Client name:** John or Mary Shearen

**Contract Value:** \$9,749.06

**Signed:**  **Date** 4/8/2021

**Contractor:** *Natural Shore Technologies, Inc.*

**Signed:**

**Contract Date:** Contract Date for 30 Day term



William M. Bartodziej, M.S.

Senior Restoration Ecologist, Natural Shore Technologies

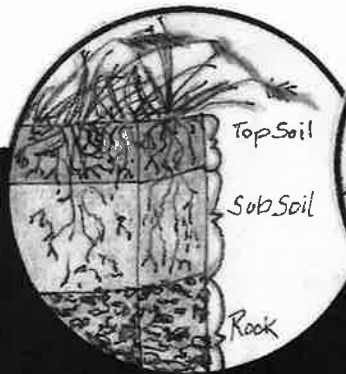
**Please return a signed copy of this contract and a check to:**

Natural Shore Technologies, Inc.  
6275 Pagenkopf Rd.  
Maple Plain, MN 55359





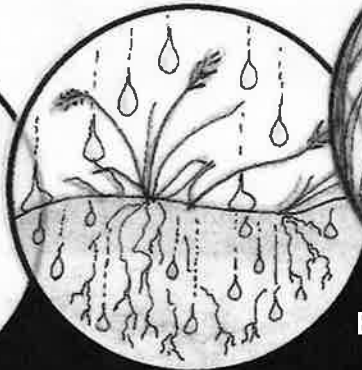
# Benefits of our quality restoration work.



## Conserve Soil

Native plants:

- \* Build soil health
- \* Capture carbon



## Protect Water Quality

Deep roots:

- \* Promote infiltration
- \* Reduce runoff
- \* Prevent erosion from runoff & wave action



## Beautiful Landscapes

- \* Connect with nature
- \* Enjoy your view
- \* Wild experiences in your own backyard



## Create Habitat

- \* For: birds, fish, insects & other wildlife
- \* Diverse plant communities
- \* Food sources
- \* Attract pollinators



## Educate Future Conservationists

- \* Field experience
- \* Make connections between human impact & ecosystem health