

**VLAWMO TECHNICAL COMMISSION MEETING**  
**8:00 AM August 10<sup>th</sup>, 2022**

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

**Action items:** ✈

- I. **Call to Order – 8:00am –Chair Jesse Farrell**
- II. **Approval of Agenda**
- III. **Approval of Minutes (July 13, 2022) Pg. 2**
- IV. **Administration & Operations**
  - A. Financial Report for Payment – Phil ✈ Pg. 6
  - B. TEC Report to the Board – Phil ✈ Pg. 14
- V. **Programs**
  - A. Education & Outreach – Nick
    - 1. Website update Pg. 20
    - 2. Good Neighbor Guide debut Pg. 15
  - B. Watershed Plan minor amendment – Dawn ✈ Pg. 24 & Pg. 15
- VI. **Projects**
  - A. Birch Lake EWM treatment grant completed and closed out - Dawn Pg. 17
  - B. Flowering rush on Amelia/RCSWCD check year 2 - Dawn Pg. 19
  - C. Wilkinson BMP engineering underway - Dawn Pg. 19
  - D. Carp project for spring/summer completed – Dawn Pg. 19
- VII. **Commissioner Reports**
- VIII. **NOHOA**
- IX. **Ramsey Soil & Water Conservation Division**
- X. **St. Paul Regional Water Services**
- XI. **Public Comment**
- XII. **Next Meetings: TEC: Sept 14<sup>th</sup>, Regular Board Meeting: Aug. 24<sup>th</sup>, 2022**
- XIII. **Adjourn**

Upcoming events:

Native Plant Walk-and-Talk: Aug 11<sup>th</sup>

North Oaks Entrance Raingarden webinar: Aug 29<sup>th</sup>

**Vadnais Lake Area Water Management Organization  
Technical Commission (TEC) Minutes  
July 13<sup>th</sup>, 2022  
Vadnais Heights City Hall, Council Chambers  
800 County Road E East, Vadnais Heights, MN 55127**

**Commission Members Present:**

Jesse Farrell	Chair, Vadnais Heights (VH)
Gloria Tessier	Vice Chair, Gem Lake (GL)
Bob Larson	Treasurer, North Oaks (NO)
Paul Duxbury	White Bear Township (WBT)
Andy Nelson	Lino Lakes (LL)

**Absent:**

Terry Huntrods	White Bear Lake (WBL)
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**Others in attendance:** Phil Belfiori, Brian Corcoran, Lauren Sampedro, Nick Voss (VLAWMO staff)

**Call to Order**

Chair Jesse Farrell called the meeting to order at 8:00 am.

**I. Approval of Agenda**

It was moved by Commissioner Tessier and seconded by Commissioner Larson to approve the July 13, 2022, TEC agenda. Vote: all aye. Motion passed.

**II. Approval of Minutes (June 8, 2022)**

It was moved by Commissioner Duxbury and seconded by Commissioner Larson to approve the June 8, 2022, meeting minutes as presented. Vote: all aye. Motion passed.

**III. Administration & Operations**

**A. Financial Report for Payment**

Belfiori outlined the July finance table including the Lambert Creek fund, biochar design. The biochar design is currently accepting quotes and August. Pleasant Charley Deep expenses are carp management activities at these waterbodies. Staff recommended approval.

It was motioned by Commissioner Tessier and seconded by Commissioner Larson to recommend approval of the July 2022 financial report for payment. Vote: all aye. Motion passed.

#### **IV. Programs**

##### **A. Education & Outreach**

1. **Bridgewood raingarden update and kickoff event**  
Voss presented overview of the Bridgewood raingarden and the Northoaks entrance raingarden. He summarized the highlights from the Bridgewood kickoff meeting and presented the signage that was installed at the project. He explained the education and outreach program associated with the raingarden project and the link to the MS 4 program. Voss noted that he recently presented to the City of Vadnais Heights Parks Commission to explain the benefits of best management practices (BMPs) like raingardens. Commissioner Tessier asked about the Central Middle School underground infiltration trench and Voss explained how the practice works. Commissioner Farrell asked about the High School construction work and staff responded that discussion have occurred on possible partnership projects.
  
2. **Turf and salt maintenance tools**  
Voss introduced the turf and salt maintenance tools and explained how these programs are related to the MS 4 program. He explained the purpose of the level 1 and 2 smart salting workshops coming up later in the year. VLAWMO is partnering with RCWD and RWMWD to host a level 1 workshop in September. He also explained what a water friendly turf maintenance workshop looks like and the highlights of the Sustainable Landcare Academy. Commissioner Nelson ask about cost of the Academy and Voss responded he would need to get back to him on specific cost. Commissioner asked about the time commitment of the Academy and the workshop and also asked about how to get large commercial corporations to get more involved with smart salting. Voss responded by highlighting the smart salting legislation process that is ongoing.

#### **VI. Projects**

1. **Update on RWMWD's Request for Boundary Change in West Vadnais Lake Drainage Area**  
Administrator Belfiori provided an update on the request to pursue a boundary change in the West Vadnais Lake area. The boundary change was first stimulated by the RWMWD

Board of Directors. Currently, the West Vadnais Lake subwatershed is within the VLAWMO boundary, but the hydrologic connections connect to Ramsey-Washington Watershed on both the inlet and outlets of the lake. The large urbanized watershed upstream in Ramsey-Washington Watershed, from the Snail Lake subwatershed, impacts and largely is responsible for the West Vadnais water quality impairment. VLAWMO is limited in managing these upstream factors, so is challenged in how it can work to improve the quality of West Vadnais Lake.

VLAWMO staff, the City of Vadnais Heights, and Ramsey-Washington Watershed staff have met to discuss and draft formal resolutions that would eventually be submitted to the State Board of Water and Soil Resources. Ramsey-Washington would submit the package of documents.

Duxbury inquired about potential cost-share efforts for lake improvements between the two watershed entities. Belfiori responded in that any collaborations in this way would be derived from a Total Maximum Daily Load (TMDL) study that would contain proposed projects. If the boundary change doesn't occur, negotiations to create this TMDL study and outline project plans and cost-sharing would need to take place.

#### B. Update on Biochar Project

Corcoran described the background for the biochar project, outlining the history that it originally was to be constructed at the Lambert Lake wetland adjacent to Lambert Creek. This site proved to be inadequate for the project, and it was re-located to Whitaker Pond in White Bear Township. VLAWMO staff coordinated with Township staff and Board to establish a license agreement for the project installation, as well as acquired the needed documentation from the Wetland Conservation Act (WCA) to move forward with the project. Project costs reserved from the Lambert Lake Pond and Meander effort are being utilized to cover part of the cost, in addition to funds from the MPCA 319 grant, and Watershed Based Funds from the Board of Water and Soil Resources.

The project is planned for the west side of Whitaker Pond, and is about 120 long, 15ft wide. It is a biochar "bench" that takes water during high water levels, when the pond water level increases due to a rain event. When the water level recedes, the filter is allowed to dry out. The pond will require de-watering for construction, and is expected to be completed in December, 2022.

VLAWMO is currently evaluating quotes from potential contractors, and will present these to the August Board of Directors meeting.

#### V. Commissioner Reports

None

**VI. NOHOA**

None

**VII. Ramsey Soil & Water Conservation Division**

None

**VIII. St. Paul Regional Water Services**

None

**IX. Public Comment**

None

**X. Next Meetings:**

Next TEC meeting August 10<sup>th</sup>, Next BOD meeting August 24<sup>th</sup>.

**XIII. Adjourn**

It was moved by Commissioner Tessier and seconded by Commissioner Larson to adjourn the meeting at 8:51 am. Vote: all aye. Motion passed.

Minutes compiled by Nick Voss.

# VLAWMO Finance Summary: August 2022

Aug-22		Actual 8/1/22	Actual to Date	2022 Budget	2021 carry over/Grants	Remaining in Budget	2022 Available	Act vs. Budget
BUDGET #	<b>INCOME</b>							
5.11	Storm Water Utility	\$551,656	\$991,903	\$1,019,521	\$0	\$27,618	\$1,019,521	97%
5.12	Service Fees	\$0	\$100	\$200	\$0	\$100	\$200	50%
5.13	Interest + mitigation acct	\$1,334	\$2,478	\$1,500	\$0	(\$978)	\$1,500	165%
5.14	Misc. income - WCA admin & other	\$0	\$2,198	\$3,000	\$0	\$802	\$3,000	73%
5.15	Other Income Grants/ <u>loan</u>	\$21,037	\$54,699	\$324,500	\$0	\$269,801	\$324,500	17%
5.16	Transfer from reserves	\$0	\$0	\$192,367	\$133,751	\$326,118	\$326,118	0%
	<b>TOTAL</b>	<b>\$574,027</b>	<b>\$1,051,378</b>	<b>\$1,541,088</b>	<b>\$133,751</b>	<b>\$623,461</b>	<b>\$1,674,839</b>	<b>68%</b>
<b>EXPENSES</b>								
3.1	<b>Operations &amp; Administration</b>							
3.110	Office - rent, copies, post tel supplies	\$2,041	\$16,826	\$27,097	\$0	\$10,271	\$27,097	62%
3.120	Information Systems	\$1,300	\$15,034	\$25,865	\$0	\$10,831	\$25,865	58%
3.130	Insurance	\$9,136	\$9,136	\$7,210	\$0	(\$1,926)	\$7,210	127%
3.141	Consulting - Audit	\$0	\$7,896	\$8,191	\$0	\$295	\$8,191	96%
3.142	Consulting - Bookkeeping	\$0	\$0	\$1,500	\$0	\$1,500	\$1,500	0%
3.143	Consulting - Legal	\$0	\$296	\$5,000	\$0	\$4,704	\$5,000	6%
3.144	Consulting - Eng. & Tech.	\$0	\$19,003	\$30,000	\$14,000	\$24,997	\$44,000	43%
3.150	Storm Sewer Utility	\$0	\$1,242	\$14,000	\$0	\$12,758	\$14,000	9%
3.160	Training (staff/board)	\$0	\$7,735	\$12,500	\$0	\$4,765	\$12,500	62%
3.170	Misc. & mileage	\$332	\$1,855	\$6,300	\$0	\$4,445	\$6,300	29%
3.191	Administration - staff	\$30,144	\$253,131	\$391,400	\$0	\$138,269	\$391,400	65%
3.192	Employer Liability	\$9,324	\$75,029	\$114,425	\$0	\$39,396	\$114,425	66%
3.2	<b>Monitoring and Studies</b>							
3.210	Lake and Creek lab analysis	\$3,022	\$4,391	\$18,000	\$0	\$13,609	\$18,000	24%
3.220	Equipment	\$0	\$533	\$3,000	\$0	\$2,467	\$3,000	18%
3.230	Wetland assessment & management	\$0	\$0	\$15,000	\$0	\$15,000	\$15,000	0%
3.240	Watershed Plan Amendment	\$0	\$0	\$15,000	\$0	\$15,000	\$15,000	0%
3.3	<b>Education and Outreach</b>							
3.310	Public Education	\$77	\$170	\$6,000	\$0	\$5,830	\$6,000	3%
3.320	Marketing	\$229	\$5,827	\$17,500	\$0	\$11,673	\$17,500	33%
3.330	Community Blue Ed Grant	\$0	\$148	\$2,000	\$0	\$1,852	\$2,000	7%
<i>Total Core functions: Ops, Monitoring, Education</i>		\$55,605	\$418,252	\$719,988	\$14,000	\$315,736	\$733,988	57%
<b>Capital Improvement Projects and Programs</b>								
3.4	<b>Subwatershed Activity</b>							

3.410	Gem Lake	\$0	\$0	\$10,000	\$0	\$10,000	\$10,000	
3.420	Lambert Creek	\$4,935	\$24,128	\$44,432	\$70,000	\$90,304	\$114,432	21%
3.421	Lambert Lake Loan	\$0	\$19,284	\$38,568	\$0	\$19,284	\$38,568	50%
3.425	Goose Lake	\$1,210	\$20,875	\$70,000	\$10,000	\$59,125	\$80,000	26%
3.430	Birch Lake	\$0	\$4,145	\$10,000	\$0	\$5,855	\$10,000	41%
3.440	Gilf Black Tam Wilk Amelia	\$641	\$32,576	\$93,500	\$12,000	\$72,924	\$105,500	31%
3.450	Pleasant Charley Deep	\$0	\$27,072	\$35,000	\$10,000	\$17,928	\$45,000	60%
3.460	Sucker Vadnais	\$0	\$5,618	\$41,500	\$0	\$35,882	\$41,500	14%
3.48	<b>Programs</b>							
3.480	Soil Health Grant	\$1,286	\$1,465	\$5,000	\$0	\$3,535	\$5,000	29%
3.481	Landscape 1	\$100	\$100	\$16,000	\$0	\$15,900	\$16,000	1%
3.482	Landscape 2/BWSR WBF	\$675	\$8,965	\$28,000	\$17,751	\$36,786	\$45,751	20%
3.483	Project Research & feasibility	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
3.485	Facilities Maintenance	\$505	\$38,530	\$102,600	\$0	\$64,070	\$102,600	38%
3.5	<b>Regulatory</b>							
3.510	Engineer Plan review	\$0	\$0	\$2,000	\$0	\$2,000	\$2,000	0%
	<i>Total CIP &amp; Program</i>	\$9,352	\$182,758	\$496,600	\$119,751	\$433,593	\$616,351	30%
	<b>Total of Core Operations &amp; CIP</b>	<b>\$64,957</b>	<b>\$601,010</b>	<b>\$1,216,588</b>	<b>\$133,751</b>	<b>\$749,329</b>	<b>\$1,350,339</b>	<b>45%</b>

<b>Fund Balance</b>	7/1/2022	8/1/2022
4M Account	\$352,614	\$863,438
4M Plus Savings	\$324,710	\$325,088
<b>Total</b>	<b>\$677,324</b>	<b>\$1,188,526</b>

<b>Restricted funds</b>	8/1/2022
Mitigation Savings	\$21,013
Term Series	\$0

Vadnais Lake Area Water Management Organization  
**Profit & Loss**  
 July 14 through August 10, 2022

12:09 PM  
 08/02/2022  
 Cash Basis  
Jul 14 - Aug 10, 22

Ordinary Income/Expense	
Income	
5.1 · Income	
5.11 · Storm Water Utility	551,656.18
5.13 · Interest	1,333.79
Total 5.1 · Income	<u>552,989.97</u>
6.6.6 · Grants	21,037.43
Total Income	<u>574,027.40</u>
Gross Profit	574,027.40
Expense	
3.1 · Administrative/Operations	
3.110 · Office	
Copies	69.09
Phone/Internet/Machine Overhead	295.00
Postage	11.92
Rent	1,665.00
Total 3.110 · Office	<u>2,041.01</u>
3.120 · Information Systems	
IT Support	1,300.19
Total 3.120 · Information Systems	<u>1,300.19</u>
3.130 · Insurance	9,136.00
3.170 · Misc. & mileage	331.72
3.191 · Employee Payroll	
payroll	30,144.00
Total 3.191 · Employee Payroll	30,144.00
3.192 · Employer Liabilities	
Admin payroll processing	44.92
Administration FICA	2,186.84
Administration PERA	2,260.80
Insurance Benefit	4,831.58
Total 3.192 · Employer Liabilities	<u>9,324.14</u>
Total 3.1 · Administrative/Operations	52,277.06
3.2 · Monitoring and Studies	
3.210 · Lake & Creek lab analysis	3,022.00
Total 3.2 · Monitoring and Studies	<u>3,022.00</u>
3.3 · Education and Outreach	
3.310 · Public Education	77.00
3.320 · Marketing	229.92
Total 3.3 · Education and Outreach	<u>306.92</u>
3.4 · Capital Imp. Projects/Programs	
3.420 · Lambert Creek Restoration	
LL VLAWMO cash match	62.10



1 · LL grant \$302,679	4,872.80
<b>Total 3.420 · Lambert Creek Restoration</b>	<b>4,934.90</b>
3.425 · Goose Lake	1,210.50
3.440 · Gilfillan Black Tamarack Wilkin	
Wilk 319 cash match \$182,137	641.70
<b>Total 3.440 · Gilfillan Black Tamarack Wilkin</b>	<b>641.70</b>
<b>Total 3.4 · Capital Imp. Projects/Programs</b>	<b>6,787.10</b>
<b>3.48 · Programs</b>	
BWSR WBF grant	262.50
3.480 · Soil Health Grant	1,286.34
3.481 · Landscape 1 - cost-share	100.00
3.482 · Landscape 2	412.50
3.485 · Facilities & Maintenance	505.00
<b>Total 3.48 · Programs</b>	<b>2,566.34</b>
<b>Total Expense</b>	<b>64,959.42</b>
<b>Net Ordinary Income</b>	<b>509,067.98</b>
<b>Net Income</b>	<b>509,067.98</b>

# Vadnais Lake Area Water Management Organization

12:11 PM

## Check Detail

08/02/2022

July 14 through August 10, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	eft	07/20/2022	further		Checking - 1987		-6.00
				Insurance Benefit		-6.00	6.00
TOTAL						-6.00	6.00
Check	eft	08/01/2022	Reliance Standard		Checking - 1987		-308.62
				Insurance Benefit		-91.50	91.50
				Insurance Benefit		-217.12	217.12
TOTAL						-308.62	308.62
Check	5385	08/10/2022	Peter Helgeson		Checking - 1987		-100.00
				3.481 · Landscape 1 - cost-share		-100.00	100.00
TOTAL						-100.00	100.00
Check	5386	08/10/2022	Katherine Kanne		Checking - 1987		-292.50
				3.480 · Soil Health Grant		-292.50	292.50
TOTAL						-292.50	292.50
Check	5387	08/10/2022	Houston Engineering, Inc		Checking - 1987		-505.00
				3.485 · Facilities & Maintenance		-505.00	505.00
TOTAL						-505.00	505.00
Check	5388	08/10/2022	League of MN Cities Insurance Trust P & C		Checking - 1987		-5,785.00
				3.130 · Insurance		-5,785.00	5,785.00
TOTAL						-5,785.00	5,785.00
Check	5389	08/10/2022	League of MN Cities Insurance Trust WC		Checking - 1987		-3,351.00
				3.130 · Insurance		-3,351.00	3,351.00
TOTAL						-3,351.00	3,351.00
Check	5390	08/10/2022	City Of Roseville		Checking - 1987		-1,300.19
				IT Support		-1,300.19	1,300.19

TOTAL					-1,300.19	1,300.19
<b>Check</b>	<b>5391</b>	<b>08/10/2022</b>	<b>City of White Bear Lake</b>	<b>Checking - 1987</b>		<b>-39,153.52</b>
				payrol	-30,144.00	30,144.00
				Administration FICA	-2,186.84	2,186.84
				Administration PERA	-2,260.80	2,260.80
				Insurance Benefit	-4,516.96	4,516.96
				Admin payroll processing	-44.92	44.92
TOTAL					<u>-39,153.52</u>	<u>39,153.52</u>
<b>Check</b>	<b>5392</b>	<b>08/10/2022</b>	<b>FastSigns</b>	<b>Checking - 1987</b>		<b>-140.68</b>
				3.320 · Marketing	-140.68	140.68
TOTAL					<u>-140.68</u>	<u>140.68</u>
<b>Check</b>	<b>5393</b>	<b>08/10/2022</b>	<b>RMB Environmental Laboratories, Inc.</b>	<b>Checking - 1987</b>		<b>-3,022.00</b>
				3.210 · Lake & Creek lab analysis	-690.00	690.00
				3.210 · Lake & Creek lab analysis	-329.00	329.00
				3.210 · Lake & Creek lab analysis	-725.00	725.00
				3.210 · Lake & Creek lab analysis	-294.00	294.00
				3.210 · Lake & Creek lab analysis	-294.00	294.00
				3.210 · Lake & Creek lab analysis	-690.00	690.00
TOTAL					<u>-3,022.00</u>	<u>3,022.00</u>
<b>Check</b>	<b>5394</b>	<b>08/10/2022</b>	<b>Barr Engineering Co</b>	<b>Checking - 1987</b>		<b>-1,210.50</b>
				3.425 · Goose Lake	-1,210.50	1,210.50
TOTAL					<u>-1,210.50</u>	<u>1,210.50</u>
<b>Check</b>	<b>5395</b>	<b>08/10/2022</b>	<b>Aaron Folsom</b>	<b>Checking - 1987</b>		<b>-243.84</b>
				3.480 · Soil Health Grant	-243.84	243.84
TOTAL					<u>-243.84</u>	<u>243.84</u>
<b>Check</b>	<b>5396</b>	<b>08/10/2022</b>	<b>Mary Ripka</b>	<b>Checking - 1987</b>		<b>-750.00</b>
				3.480 · Soil Health Grant	-750.00	750.00
TOTAL					<u>-750.00</u>	<u>750.00</u>
<b>Check</b>	<b>5397</b>	<b>08/10/2022</b>	<b>City of Vadnais Heights</b>	<b>Checking - 1987</b>		<b>-2,041.01</b>

			Rent	-1,665.00	1,665.00
			Phone/Internet/Machine		
			Overhead	-295.00	295.00
			Postage	-11.92	11.92
			Copies	-69.09	69.09
TOTAL				<u>-2,041.01</u>	<u>2,041.01</u>
	<b>Check</b>	<b>5398</b>	<b>08/10/2022 Lauren Sampedro</b>	<b>Checking - 1987</b>	<b>-45.81</b>
			3.170 · Misc. & mileage	-45.81	45.81
TOTAL				<u>-45.81</u>	<u>45.81</u>
	<b>Check</b>	<b>5399</b>	<b>08/10/2022 Brian Corcoran</b>	<b>Checking - 1987</b>	<b>-231.25</b>
			3.170 · Misc. & mileage	-231.25	231.25
TOTAL				<u>-231.25</u>	<u>231.25</u>
	<b>Check</b>	<b>5400</b>	<b>08/10/2022 Dawn Tanner</b>	<b>Checking - 1987</b>	<b>-128.12</b>
			3.170 · Misc. & mileage	-128.12	128.12
TOTAL				<u>-128.12</u>	<u>128.12</u>
	<b>Check</b>	<b>5401</b>	<b>08/10/2022 Nicholas Voss</b>	<b>Checking - 1987</b>	<b>-163.35</b>
			3.170 · Misc. & mileage	-33.60	33.60
			3.310 · Public Education	-40.51	40.51
			3.320 · Marketing	-89.24	89.24
TOTAL				<u>-163.35</u>	<u>163.35</u>
	<b>Check</b>	<b>5402</b>	<b>08/10/2022 Kennedy &amp; Graven, Chartered</b>	<b>Checking - 1987</b>	<b>-703.80</b>
			LL VLAWMO cash match	-62.10	62.10
			Wilk 319 cash match \$182,137	-641.70	641.70
TOTAL				<u>-703.80</u>	<u>703.80</u>
	<b>Check</b>	<b>5403</b>	<b>08/10/2022 SEH</b>	<b>Checking - 1987</b>	<b>-4,872.80</b>
			1 · LL grant \$302,679	-4,872.80	4,872.80
TOTAL				<u>-4,872.80</u>	<u>4,872.80</u>
	<b>Check</b>	<b>5404</b>	<b>08/10/2022 Ramsey County</b>	<b>Checking - 1987</b>	<b>-675.00</b>
			3.482 · Landscape 2	-412.50	412.50
			BWSR WBF grant	-262.50	262.50
TOTAL				<u>-675.00</u>	<u>675.00</u>

**Vadnais Lake Area Water Management Organization**  
**Custom Transaction Detail Report**  
**June 1 through August 1, 2022**

12:01 PM

08/02/2022

Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Amount	Balance
<b>Jun 1 - Aug 1, 22</b>									
Credit Card Charge	06/03/2022		Google*SVCAPPS_VLAWM		US Bank CC	√ WEB		42.00	42.00
Credit Card Charge	06/09/2022		adobe *photography plan		US Bank CC	√ Software		9.99	51.99
Transfer	06/20/2022			Funds Transfer	US Bank CC	√ Checking - 1987		-1,105.09	-1,053.10
Credit Card Charge	06/27/2022		Adobe "Creative Cloud		US Bank CC	√ Software		32.20	-1,020.90
Credit Card Charge	07/04/2022		Google*SVCAPPS_VLAWM		US Bank CC	√ WEB		42.00	-978.90
Credit Card Charge	07/08/2022		hologram	account refill	US Bank CC	Software		30.00	-948.90
Credit Card Charge	07/19/2022		Vista Print	business cards	US Bank CC	3.310 · Public Education		36.49	-912.41
								<b>-912.41</b>	<b>-912.41</b>
<b>Jun 1 - Aug 1, 22</b>									

**TEC Report to the Board  
August 2022**

Programs & Projects	Effort Level	Completion Date	Comments						
	LOW								
	MED								
	HIGH								
<b>Projects</b>				<b>Administration &amp; Operation</b>					
319 Biochar		22	Quotes have been received and currently working through review process to take recommendation to August Board mtg.	Audit		2021/22	work on record keeping continues as needed.		
East Goose Lk Adaptive Mgmt.		2021-ongoing	Response letter received from City of White Bear Lake regarding VLAWMO aquatic plant management position. Beginning discussions on planning scope of work.	Budget		for 2023 budget	Staff working to prepare utility rates material for consideration at the August VLAWMO Board meeting		
Public Ditch Maintenance		ongoing	Working on annual drainage report templates	Personnel /HR		ongoing	Staff continue to pursue professional development per their approved training plans.		
MPCA 319 /Wilkinson Lake BMP		2021-24	Held kickoff meeting with Houston Eng. (Design engineer for project) and attended on site meeting to review in field conditions of project location.	SSU		ongoing	Staff working to prepare utility rates material for consideration at the August VLAWMO Board meeting		
Pleasant Lake Carp Management		2022-25	More than 15,000 pounds of invasive Common carp harvested by Carp Solutions as of 5/31/2022. Planning for the next 3 years of the project is underway.	Strategic /watershed planning		early /mid 2022	Watershed plan amendment will be discussed at August TEC meeting and considered for sending out for partner review at August Board meeting		
<b>Programs</b>									
City/Township MS4		Aug-Nov	SWPPP Tips Partnership with Rice Creek and Ramsey Washington Watershed Districts for luncheon-type info presentations educating municipal partners on MS4 resources and strategies for use. Promotion of smart salting training to cities, private properties, local leaders. Consultations complete with each municipality to design and create additional MS4 materials	<b>FINANCIAL SUMMARY as of 8/1/2022</b>					
Education/Outreach		Aug-Oct	Communications planning surrounding North Oaks entrance raingarden with NOHOA, Vadnais/Sucker park restoration, Wilkinson 319. Lake Factsheet updates.						
Website		Aug-Oct	Community Website Evaluation Survey completed, draft scope of services sought by web consultants for price quotes to renovate website to newest Concrete5 software.	\$863,438	\$325,088	\$1,188,526			
WAV		Aug-Sept	"Good Neighbor Guide" production complete. Tamarack Nature Center pilot program for wetland health monitoring (Teal Pond), St Marys Raingarden renovation with Eagle Scout Alex Nelson complete, MN Water Stewards hosting education tables in Summer '22. Lakeaires Elementary raingarden maintenance complete, partnership with Rice Creek and Ramsey Washington Watersheds						
Cost Share & BWSR WBIF		ongoing	VH Bridgewood Park project was completed in July. Planning potential project involving 2 curb cut raingardens in WBL and possible partnership with White Bear Lake Historical Society. Planning potential WBIF amendment for spending the rest of the FY '21-22 funds. Held convene meeting for FY '22-23 WBIF funding and began planning a BWSR budget request.						
GIS		ongoing	completed Sucker & East Vadnais SLMR.						
Monitoring		ongoing	2022 season underway						
WCA		ongoing	administering WCA as needed.						

Budget Summary	Actual Expense YTD	2022 Budget amended	Remaining in Budget	% YTD
Operations	\$418,252	\$719,988	\$301,736	58%
CIP	\$182,758	\$496,600	\$313,842	37%
Total	\$601,010	\$1,216,588	\$615,578	49%

## TEC Staff Memo – August 10<sup>th</sup>, 2022

### IV. Administration & Operations

#### A. Financial Report for July & Authorization for Payment

Please find the August 2022 Finance Report attached in the ePacket for review and approval.

#### B. TEC Report to Board

### V. Programs

#### A. Education and Outreach

##### 1. Website update

The June/July website renovation survey is complete and staff have consolidated the responses. During the August TEC meeting, staff will present the main themes and the scope of services to be sought from VLAWMO's current website contractor HDR. A copy of this presentation's slides is included in this TEC packet.

##### 2. Good Neighbor Guide Debut

The Good Neighbor Guide has been designed and written by Minnesota Master Water Stewards Ceci and Ed Shapland, with staff guidance. It will be featured in VLAWMO's August email and social media communications and promoted to select communities such as Home Owner's Associations. The completed guide is available for download here:

[https://www.vlawmo.org/index.php/download\\_file/4056/](https://www.vlawmo.org/index.php/download_file/4056/)

**B. Water Plan Minor Amendment:** VLAWMO staff have been working with BWSR to complete an amendment to the 2017-2026 Comprehensive Watershed Management Plan. This amendment follows the January Board strategic direction workshop, meetings with partners to update the project and budget table for the remaining timeframe of the Plan, TEC discussions regarding the project table, and updates to the water plan and drainage policies that were reviewed by the TEC (drainage policy) and then formally adopted by the Board.

Amendments to the Plan have been completed by VLAWMO staff in 2019 and 2021. The procedures for the current amendment will follow what was done for the previous amendments including presentation to the TEC, Board, notice to and request for comment from entities specified by BWSR, publication on the website and holding a public meeting. See the attached ppt with steps for a minor amendment per MR 8410.

VLAWMO staff prepared a draft plan amendment for 2022. We presented that to our Board Conservationist, Michelle Jordan, at BWSR. We also proposed that the content of the amendment be considered a minor amendment, consistent with the previous amendments that have been completed. Michelle notified VLAWMO staff on July 26, 2022, that she approves the proposed changes as consistent with a minor amendment. Requested changes are included for the TEC's consideration below. This is the text that will also be provided to agencies when we request review and comment. The full budget table is included in the

packet so the TEC can review detailed changes. The full Plan document with red-lined changes is linked on the website and available for review there.

### **Water Plan Amendment: Changes and Brief Explanations**

Water Plan draft amendments reflect two policy changes that were approved by our Board during the regular meeting on June 22, 2022, capital projects that have been clarified in recent years, and updates to the projected budget. Project updates are needed to expand efforts because many projects originally specified in the plan have been completed or are underway.

#### **Changes Indicated and Described:**

- **P. 9:** No change to text, but the link has been updated to the current Water Management Policy document on the VLAWMO website. Only minor administrative clarifications were made to the VLAWMO Water Management Policy (linked at this location in the Plan) regarding relationship with member communities, variances, and buffer policy administration; these are already fully included in the policy, but they needed clarifying language.
- **P. 12:** No change to text, but the link has been updated to the current Water Management Policy document on the VLAWMO website.
- **P. 43:** A new VLAWMO Public Drainage Management Policy link added to existing text, no text change. This policy identifies the role of VLAWMO and member communities in public drainage management in VLAWMO.
- **P. 45:** Added *and retrofit*, crossed out *with future development opportunities along Hoffman Road*, and added *Pursue implementation with partners when feasible within budget constraints*.
- **P. 46:** Added a new bullet: *Conduct monitoring and inspection to assess public ditch status and determine maintenance needs*.
- **P. 46:** Added *and repair*, added *and the public ditch system*, deleted *and*, added *[P]ursue*, and added */or*.
- **P. 48:** Added *projects that coincide with road reconstruction projects or are identified as optimal retrofit and restoration opportunities*. Deleted *at 4th and Otter Lake Road*. Also deleted *implement if feasible* because this is included in the next bullet point. Added *BMP projects*, deleted *runoff projects*, added *and restoration projects*, and *implement when feasible*.
- **P. 49:** Added *watershed and internal load*, added *and Tamarack Lakes*, and added *implement identified projects when feasible*.
- **P. 49:** Added *Assist with implementation when feasible*, added *implement subwatershed BMPs and/or restoration projects*.
- **P. 50:** Added *AIS*, added */monitoring*, added *or as prioritized by the Board and as per the budget*.
- **P. 50:** Deleted duplicated bullet point. Deleted *on Deep Lake*, added *BMP projects*, and added *and subwatershed raingarden projects*.
- **P.51:** Added bullet point: *Conduct subwatershed feasibility studies and implement BMP projects/retrofits where feasible*.

#### **P. 56: Budget:**

- Moved large projects that are still planned but have not yet been implemented (e.g., Goose Lake alum treatment, road reconstruction projects being led by partners)



- Added funds consistent with partner discussions that were conducted in February 2022. Project list is now consistent with what partners have planned at this time. All projects will not likely be implemented, and some specific projects will change depending upon budget approvals and actions that will be taken by partners in the coming years.

**Requested action:** VLAWMO staff request the TEC authorize the proposed changes and updates to the Plan and authorize staff to submit the proposed minor amendment to the Board for consideration to release the attached materials for review and comment by the partners at the August regular Board meeting. Pending comments, it is anticipated that the Board would then consider the final version of the amended Plan later in 2022.

Attachments:

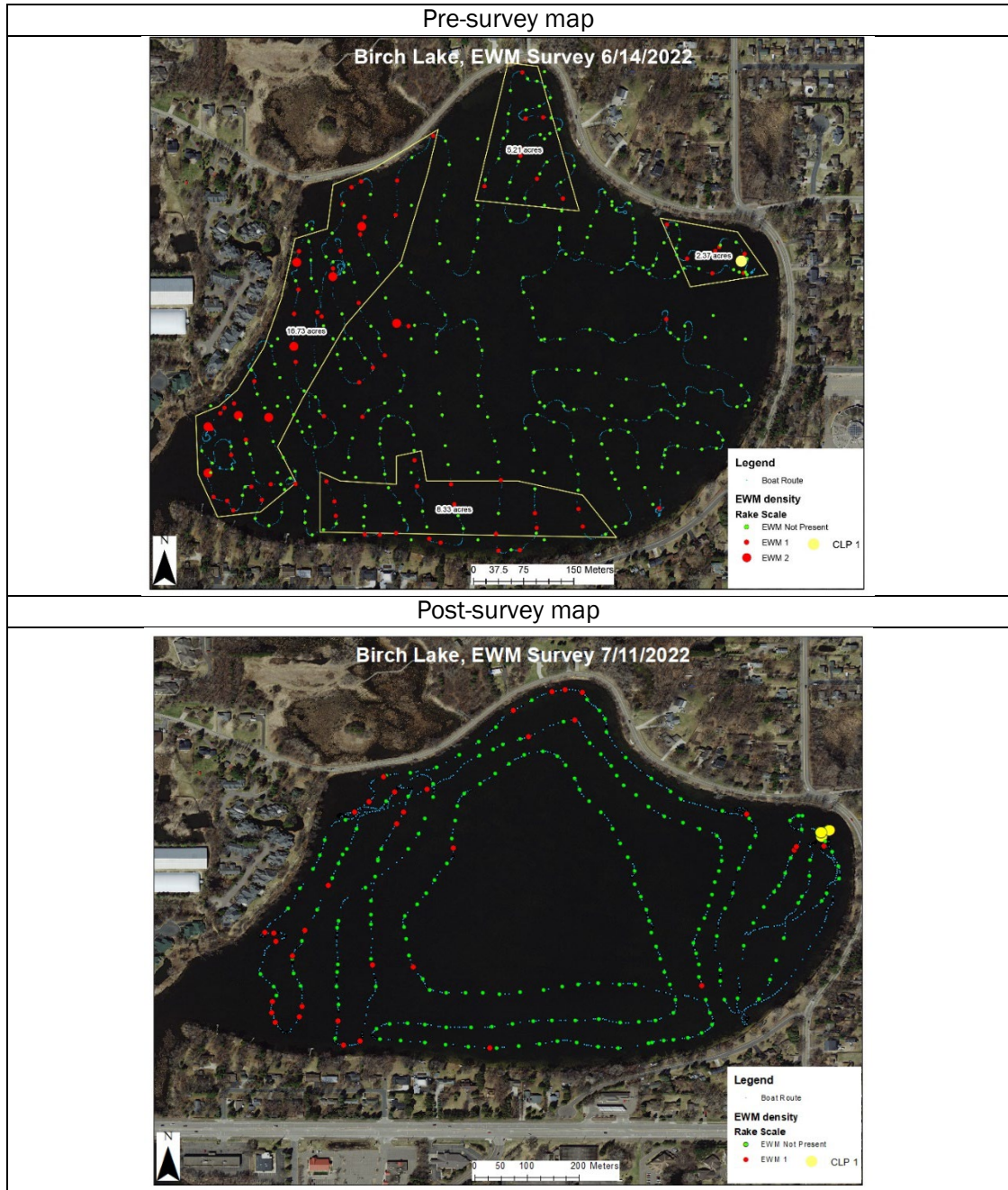
1. PowerPoint slides
2. Project implementation budget table
3. Full proposed Watershed Management Plan with revised amended language ([https://www.vlawmo.org/index.php/download\\_file/4059/](https://www.vlawmo.org/index.php/download_file/4059/))

## VI. Projects

- A. Birch Lake EWM treatment grant completed and closed out:** VLAWMO staff worked closely with BLID, MN DNR, and RCSWCD to complete the grant-funded Eurasian watermilfoil (EWM) treatment on Birch Lake (as reported in the June TEC memo). During the pre-survey with RCSWCD and VLAWMO staff, EWM was found to be widespread in the lake but very sparse in any one location. A new infestation of Curly-leaf pondweed was also detected. A follow-up turion survey will be done by RCSWCD to determine the extent of the infestation. RCSWCD also collected samples and is reporting the new infestation to the MN DNR.

Based on the widespread but sparse nature of the EWM detected on the pre-survey, RCSWCD and MN DNR did not recommend chemical treatment. The healthy native vegetation on Birch Lake is likely preventing widespread colonization of invasives. MN DNR approved handpulling as an alternative treatment. Dive Guys was a company recommended by RCSWCD. VLAWMO staff worked with BLID to get Dive Guys set up with a date prior to the previously scheduled, annual mechanical harvest. Dive Guys were able to cover the entire lake with their crew. The follow-up survey by RCSWCD and VLAWMO staff showed only a few areas with single plants. This project was funded for 2 years and will continue in 2023. The grant work has been approved and closed out at this time with MN DNR for 2022. When VLAWMO received the reimbursement for the first year payment, those funds will be sent to BLID. BLID paid for the removal. VLAWMO is paying for the survey work.

As always, we couldn't do projects like this without our partners. Thank you to all who helped make this project possible, in a very short time and with a need to adapt quickly to what we learned in the field.



Healthy vegetation on Birch Lake



B. **Flowering rush on Amelia/RCSWCD check year 2:** RCSWCD checked previously reported Flowering rush locations from historical EDDMapS records (3 locations by USGS and MN DNR) on Amelia Lake on July 19, 2022. This is the second year of checks. No Flowering rush was detected. If no Flowering rush is detected again next year (in year 3), MN DNR will allow Amelia Lake to be delisted for Flowering rush.

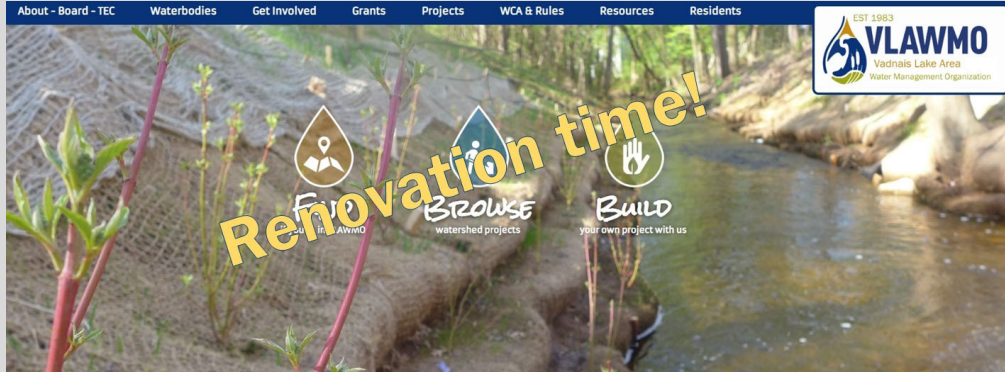
C. **Wilkinson BMP engineering underway:** VLAWMO completed the engineering contract with Houston, following approval of the Board. VLAWMO staff have been working to provide all of the information necessary for Houston to begin their phase of design work, picking up where Barr Engineering left off in the preliminary design phase. VLAWMO staff and Houston had a kick-off meeting on July 20, 2022. VLAWMO staff, Houston, and NOC partners conducted a site visit on July 27, 2022. We are excited to be underway with this phase of the design process. Regular updates will be provided to the TEC and Board over the coming months.

D. **Pleasant Lake Carp Update:** The spring/summer carp removal effort was successful and is now completed. An estimated total of ~21,000 pounds of carp and 916 individuals were removed. A follow-up biomass estimate and updated PIT tagging effort, yet to be conducted later this summer, will give us a better idea of how many more carp need to be removed to meet the 100 kg/ha water-quality goal.



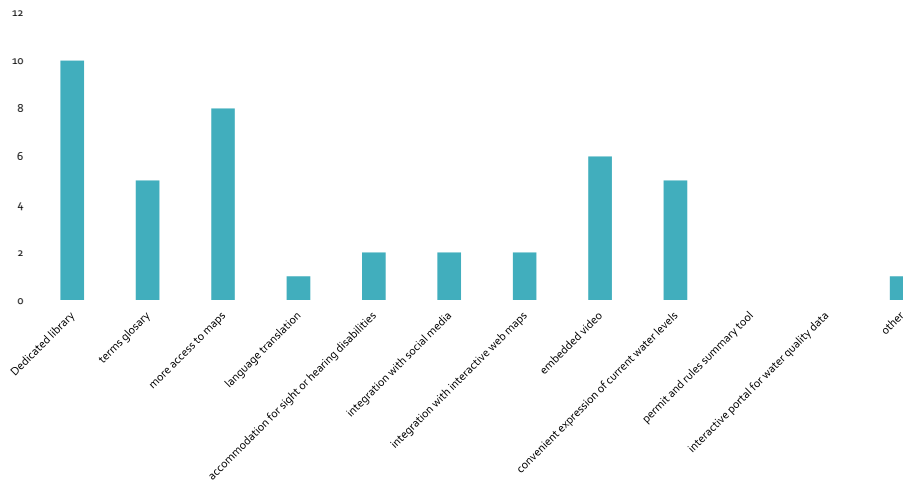
# V. A. 1. Website Update

## VLAWMO Website Renovation

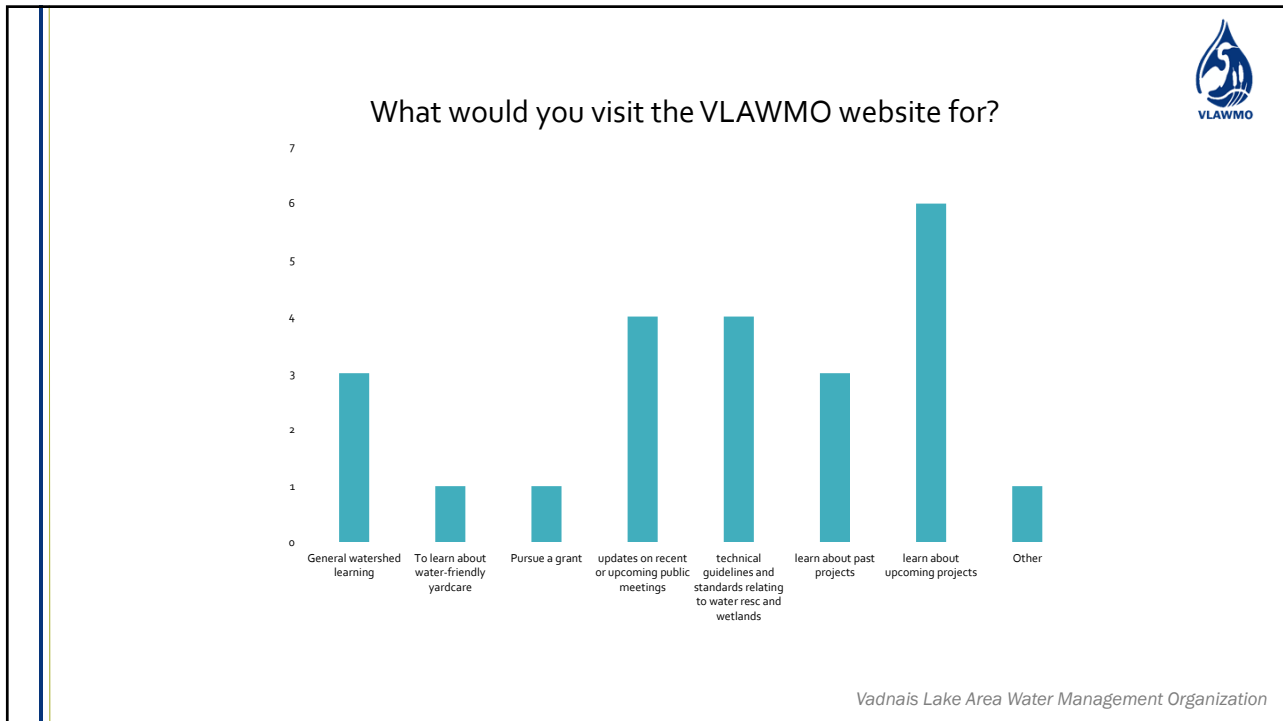
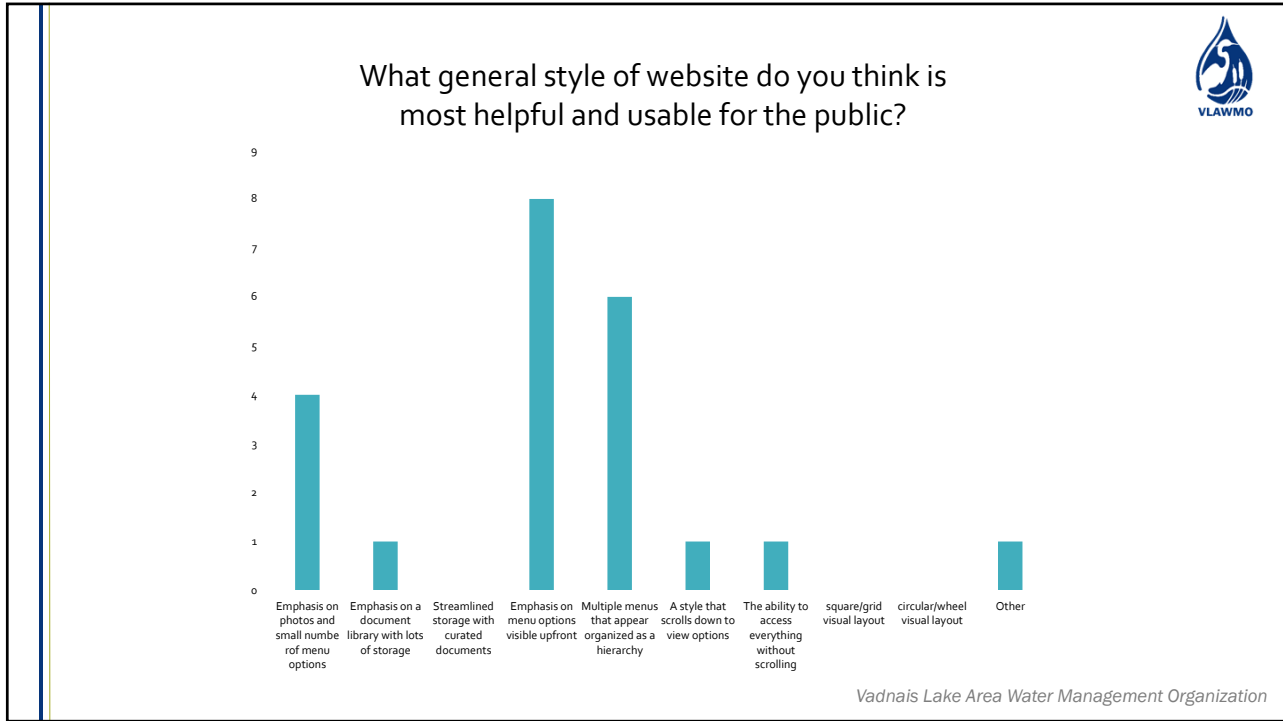


Nick Voss  
VLAWMO TEC  
8/10/22

Which features would be engaging and appealing on a website?



Vadnais Lake Area Water Management Organization



## New Web Features Sought



- One searchable, filterable document library
- Larger menus and banners
- Filterable event calendar
- Glossary of terms
- Filterable map gallery/library
- Storymap embedding feature

Vadnais Lake Area Water Management Organization

## Next Steps



- Contract administration, coordination with staff
- File maintenance
- Website redevelopment

Vadnais Lake Area Water Management Organization

FIGURE 15: 2017 - 2026 IMPLEMENTATION SCHEDULE AND BUDGET

VLAWMO IMPLEMENTATION BUDGET													
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Partners		
<b>Core Activities</b>													
Operations & Administration	\$146,420	\$150,800	\$155,300	\$190,000	\$194,800	\$199,700	\$204,800	\$210,000	\$215,400	\$221,000			
Monitoring & Studies	\$92,640	\$95,400	\$98,300	\$111,200	\$114,200	\$117,300	\$120,500	\$123,800	\$127,200	\$130,700	SPRWS, CLMP Volunteers		
Education & Outreach	\$119,790	\$123,400	\$127,100	\$130,900	\$134,800	\$138,800	\$143,000	\$147,300	\$151,700	\$156,300	Member MS4s and others		
Capital Projects and Programs	\$196,630	\$202,500	\$208,600	\$214,900	\$221,300	\$227,900	\$234,700	\$241,700	\$249,000	\$256,500	MS4s, BWSR, RCD & others		
Regulatory Program	\$49,760	\$51,300	\$52,800	\$54,400	\$56,000	\$57,700	\$59,400	\$61,200	\$63,000	\$64,900	Member MS4s and others		
<b>Subwatershed Activities</b>													
<b>Gem Lake</b>													
Fish survey (done during SLMP years)										\$1,600	Contractor		
Bathymetry & vegetation surveys (done during SLMP years)										\$3,200	RCD		
<u>Commercial area retrofit feasibility study &amp; project implementation</u> Retrofit and other stormwater BMP partner feasibility studies and projects						\$150,000		\$150,000		\$95,000	City of Gem Lake, City of White Bear Lake, Ramsey Co		
<b>Lambert Creek</b>													
Pet Waste Management	\$1,000	\$1,000									MS4s		
Bacteria reduction project implementation				\$50,000		\$30,000					Contractor, Consultant, MS4s		
Wildlife survey & stream restoration assessment		\$22,000									DNR, Consultant		
Stream restoration, watershed protection, and retrofit projects			\$200,000	\$100,000	\$100,000	\$100,000	\$200,000	\$85,000		\$105,000	Contractor, Consultant, MS4s		
<u>Public drainage program maintenance and inspection</u>								\$30,000	\$45,000	\$45,000	City of Vadnais Heights, City of White Bear Lake		
<u>Ditch repair and maintenance projects</u>								\$50,000	\$100,000	\$200,000	City of Vadnais Heights, City of White Bear Lake		
<u>Debt service on infrastructure replacement</u>								\$40,000	\$40,000	\$40,000			
Whitaker Pond wetlands retrofit installation	\$400,000	\$20,000	\$80,000								LCCMR, Contractor, Consultant, MS4s		
Whitaker Pond wetlands expansion and/or restoration					\$500,000			\$70,000			Contractor, Consultant, MS4s		
<b>Goose Lake</b>													
Curlyleaf Pondweed Survey			\$3,000								RCD		
Load assessment for nutrient mitigation project development	\$10,000										Consultant, MS4s, SPRWS		
Internal load mitigation project implementation & invasive species treatment				\$220,000				\$205,000	\$55,000	\$185,000	Consultant, MS4s, DNR		
Bathymetry & vegetation surveys (done during SLMP years)									\$5,000		RCD		
Fish survey & rough fish harvest	\$4,000				\$4,500				\$5,000		MS4s		
Subwatershed loading project implementation			\$99,000	\$30,000	\$30,000		\$50,000	\$25,000	<del>\$30,000</del> \$50,000	\$150,000	Consultant, MS4s, SPRWS, Property Owners		
<b>Birch Lake</b>													
Bathymetry, vegetation & fish surveys (done during SLMP years)			\$5,000								RCD, BLID		
Engage partners on additional street sweeping & chloride management			\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	City of White Bear Lake, RCD, MNDOT, BLID		
Subwatershed <u>neighborhood</u> raingarden and restoration projects				\$7,500		\$30,000		\$20,000	\$10,000	\$10,000	City of White Bear Lake, BLID		
Support BLID efforts			\$1,000	\$1,500	\$1,500	\$1,500	\$1,500	\$2,000	\$2,000	\$2,000	BLID		
<u>4th and Otter Lake Road project development</u>		\$8,000									City of White Bear Lake, RCD, WFB Grant, BLID		
<u>4th and Otter Lake Road project implementation</u> Reconstruction and retrofit project development and implementation			\$127,000					\$70,000		\$20,000	WBF Grant, City of White Bear Lake, BLID		
<b>Giffilan-Tamarack-Black-Wilkinson-Amelia</b>													
Wilkinson - Bathymetry, vegetation, & fish surveys	\$2,600							\$8,000			RCD, NOHOA, City of North Oaks		
Wilkinson - Load assessment and related feasibility studies for nutrient mitigation project development	\$15,000								\$15,000		NOHOA, City of North Oaks, Consultant		
Wilkinson - Rough fish management		\$3,000		\$3,000		\$3,000		\$3,000			NOHOA, City of North Oaks		
Wilkinson and/or Tamarack - Nutrient reduction (watershed and internal load) project implementation			\$50,000	\$20,000	\$50,000			\$163,000	\$200,000	\$283,000	NOHOA, City of North Oaks, <u>NOC, Anoka County, Ramsey County, WBT</u>		
Giffilan/Tam/Black/Amelia - Bathymetry, veg, & fish surveys (SLMP years)				\$3,000	\$5,000	\$3,200	\$5,000				RCD, NOHOA, MS4s, Ramsey Co Parks		
<u>North Oaks</u> Stormwater management and restoration opportunities		\$24,000			\$24,000			\$10,000		\$125,000	NOHOA, City of North Oaks, <u>Lino Lakes, Anoka County</u>		
<b>Pleasant-Charley-Deep Lakes</b>													
Bathymetry & vegetation surveys (done during SLMP years)	\$1,200	\$5,000									RCD		
Fish survey and carp/AIS mgmt			\$5,000	\$10,000	\$4,500			\$25,000	\$10,000	\$35,000	SPRWS, NOHOA, City of North Oaks		
Watershed load mitigation project implementation -Deep				\$50,000			\$30,000	\$30,000	\$10,000	\$45,000	NOHOA, City of North Oaks, SPRWS		
Pleasant Lake shoreline stabilization and subwatershed raingarden projects							\$15,000		\$15,000	\$10,000	NOHOA, City of North Oaks, SPRWS		
Charley & Pleasant Lakes sedimentation study			\$15,000										
Water and nutrient balance study for the three lakes						\$165,000					Consultant, SPRWS, NOHOA, City of NO, Met Council		
<b>Sucker-East &amp; West Vadnais Lakes</b>													
Bathymetry & vegetation surveys (done during SLMP years)			\$9,000	\$12,000							RCD		
West Vadnais internal loading study & TMDL development					\$23,000			\$50,000			City of Vadnais Heights, SPRWS, <u>MPCA, Consultant, RWMWD</u>		
West Vadnais nutrient reduction project development and implementation, including rough fish study/removal						\$10,000		\$15,000	\$100,000	\$125,000	City of Vadnais Heights, SPRWS, <u>RWMWD</u>		
West Vadnais nutrient reduction project implementation							\$50,000				City of Vadnais Heights, SPRWS		
<u>Retrofit, restoration, and other stormwater BMP partner feasibility studies and projects</u>								\$65,000	\$45,000	\$85,000	City of Vadnais Heights, SPRWS, Ramsey County, North Oaks City/Golf Course		
Sucker & East Vadnais Human Alteration Impact Study						\$165,000					City of Vadnais Heights, SPRWS, Met Council		
Source of Funding													
Core Activities	\$ 605,240	\$ 623,400	\$ 642,100	\$701,400	\$721,100	\$741,400	\$762,400	\$784,000	\$806,300	\$829,400	← Storm Sewer Utility		
Subwatershed Activities Total	\$433,800	\$83,000	\$589,200	\$458,200	\$793,700	\$508,900	\$352,700	\$14,200	\$1,117,200	\$582,000	← Grant Funding/ Partner Contribution		
<b>Total</b>	<b>\$1,039,040</b>	<b>\$706,400</b>	<b>\$1,231,300</b>	<b>\$1,159,600</b>	<b>\$1,514,800</b>	<b>\$1,230,300</b>	<b>\$1,115,100</b>	<b>\$798,200</b>	<b>\$1,901,200</b>	<b>\$864,500</b>	<b>\$1,464,500</b>	<b>\$847,400</b>	<b>\$2,395,400</b>

## V. B. Programs

### Minor water plan amendment

**Dawn Tanner, Phil Belfiori, Lauren Sampedro**  
**TEC Meeting**  
**8/10/2022**



## Why amend now?



- To update the policies now that new ones are completed
- To update project table for accuracy in later years of the plan
- To remain eligible for grants for possible projects included in the budget table and subwatershed descriptions (a requirement for BWSR)

Vadnais Lake Area Water Management Organization



## Overview



- Working with BWSR to complete an amendment to the 2017-2026 Comprehensive Watershed Management Plan
- Amendment follows:
  - January Board strategic direction workshop
  - Meetings with partners to update the project and budget table
  - TEC discussions regarding the project table
  - Updates to the water plan and drainage policies that were reviewed by the TEC (drainage policy) and formally adopted by the Board
- Plan for amendment is to bring to the TEC and Board in August and request authorization to open review and comment process
- Why amend now: To update the policies now that new ones are completed and update project table for accuracy in later years of the plan and grant eligibility

Vadnais Lake Area Water Management Organization

## Process to date



- Previous amendments to the Plan were completed in 2019 and 2021 and serve as a model for this most-recent amendment
- VLAWMO staff prepared the draft plan amendment for 2022 (linked in packet)
  - Presented that to our Board Conservationist, Michelle Jordan, at BWSR
  - Proposed that the content of the amendment be considered a minor amendment, consistent with the previous completed amendments
- Michelle notified VLAWMO staff on July 26, 2022, that she approves the proposed changes as consistent with a minor amendment

Vadnais Lake Area Water Management Organization

## Minor amendment content



- Requested changes are included for the TEC's consideration (next slide)
- This text will also be provided to agencies during review and comment
- The full budget table is included in the packet so the TEC can review detailed changes
- The full Plan document with red-lined changes is linked on the website and available for review there

Vadnais Lake Area Water Management Organization

## Changes indicated and described



### See memo for full, detailed list; in summary:

- Current Water Management Policy and new Public Drainage Management Policy are now linked
- In support of new Drainage policy, monitoring and inspection of the ditch system was added
- Minor wording changes to allow for potential partner projects have been incorporated in the subwatershed description areas, and those wording changes also support specific projects added to the budget table

### Budget:

- Moved large projects that are still planned but have not yet been implemented (e.g., Goose Lake alum treatment, road reconstruction projects being led by partners)
- Added funds consistent with partner discussions that were conducted in February 2022. Project list is now consistent with what partners have planned at this time. All projects will not likely be implemented, and some specific projects will change depending upon budget approvals and actions that will be taken by partners in the coming years.

Vadnais Lake Area Water Management Organization

## Minor amendment: Next steps



- Upon review and approval of the TEC and VLAWMO Board:
- VLAWMO sends copies of the amendments to the plan review authorities for review and comment allowing at least 30 days for receipt of comments; comments are sent to the organization and the BWSR board;
- VLAWMO holds a public meeting to explain the amendments and publishes a legal notice of the meeting twice, at least 7 and 14 days before the date of the meeting (held during a regular Board meeting);
- As long as the BWSR board agrees that the amendments are minor or fails to act within 5 working days of the end of the comment period;
- Amendment is adopted, notice is shared with review authorities, and the amended Plan is posted on the VLAWMO website

Vadnais Lake Area Water Management Organization

## Requested action



VLAWMO staff request the TEC authorize the proposed changes and updates to the Plan and authorize staff to submit the proposed minor amendment to the Board for consideration to release the attached materials for review and comment by the partners at the August regular Board meeting. Pending comments, it is anticipated that the Board would then consider the final version of the amended Plan later in 2022.

Vadnais Lake Area Water Management Organization