



AGENDA
ENVIRONMENTAL ADVISORY COMMISSION
CITY OF WHITE BEAR LAKE, MINNESOTA
WEDNESDAY, AUGUST 16, 2023
6:30 P.M. IN THE CITY HALL CONFERENCE ROOM

1. CALL TO ORDER AND ATTENDANCE

2. APPROVAL OF AGENDA

3. APPROVAL OF THE MINUTES

- A. Minutes of the Environmental Advisory Commission meeting on July 19, 2023

4. VISITORS AND PRESENTATIONS

None

5. UNFINISHED BUSINESS

- A. Environmental Resources Expo recap
- B. Park visit reports

6. NEW BUSINESS

- A. Budget
 - EAC shirts

7. DISCUSSION

- A. Urban and Community Forestry Grant Funding Programs
- B. Staff updates
 - Fall newsletter
 - Rotary Nature Preserve Phase 2 project
- C. Commission member updates
- D. Do-outs

8. ADJOURNMENT



City of White Bear Lake
Engineering Department

MEMORANDUM

To: Environmental Advisory Commission
From: Connie Taillon, P.E., Environmental Specialist
Date: August 11, 2023
Subject: **Action Items for August 16, 2023 EAC Meeting**

Agenda item 5A. Environmental Resources Expo Recap

The 2023 Environmental Resources Expo was held on July 27, 2023 during the last night of Marketfest.

Action: Recap the event and summarize what went well and what could be improved.

Agenda item 5B. Park visit reports

The final 2023 work plan is attached. This spring, the Parks Commission expressed interest in partnering with the EAC to identify locations for pollinator plantings/restoration. Each Park Commission member was assigned two or three parks to inspection in the summer months. The EAC was invited to attend these inspections for the purpose of locating potential pollinator project locations and identifying areas of invasive species. Numerous park visits have now been completed.

Action: Providing a brief update on all park visits that have been completed, and brainstorm ideas on how best to summarize the results. A hard copy map of each park will be provided at the meeting to circle areas for potential restoration and/or invasive species removal.

Agenda item 6A. Budget (EAC shirts)

The EAC budget is attached that summarizes the remaining budget for 2023. The EAC expressed interest in ordering embroidered polo shirts similar to the Parks Commission. An apparel catalog will be available at the August meeting.

Action: Choose a shirt design and color from the apparel catalog. Review the budget to determine if shirts can be purchased in 2023.



**MINUTES
ENVIRONMENTAL ADVISORY COMMISSION
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
WEDNESDAY, JULY 19, 2023
6:30 P.M. IN THE CITY HALL CONFERENCE ROOM**

1. CALL TO ORDER AND ATTENDANCE

Chair Schroeher called the meeting to order at 6:35 p.m.

MEMBERS PRESENT: Sheryl Bolstad, Chris Frye, Chris Greene, Bonnie Greenleaf, Rick Johnston (Vice Chair), Jeff Luxford, Gary Schroeher (Chair)

MEMBERS ABSENT: None

STAFF PRESENT: Connie Taillon, Environmental Specialist

VISITORS PRESENT: None

2. APPROVAL OF AGENDA

The commission members reviewed the agenda and had no changes.

It was moved by member **Johnston** seconded by member **Greene**, to approve the agenda as presented.

Motion carried 7:0.

3. APPROVAL OF THE MINUTES

A. Minutes of the Environmental Advisory Commission meeting on June 21, 2023.

The commission members reviewed the draft June 21, 2023 meeting minutes and had no changes.

It was moved by member **Greenleaf** seconded by member **Bolstad**, to approve the minutes of the June 21, 2023 meeting as presented.

Motion carried, 7:0.

4. VISITORS AND PRESENTATIONS

None

5. UNFINISHED BUSINESS

A. Environmental Resources Expo

The members reviewed the exhibitor list. Member Greenleaf stated that the Master Gardeners will be in attendance. Member Bolstad mentioned that she will bring an electric lawn mower, and Chair Schroeher will bring an electric weed whip to display. Member Greene reported that 4 electric cars will be there and currently 1 scout and 2

adults will help with setup and take down. The members discussed sending a reminder email to all exhibitors about the event and what will be provided. Member Johnston stated that he could bring folding chairs. Taillon will draft a reminder email to share with the commission members that includes exhibitor maps and states one 8 foot table, one canopy, and one chair will be provided. If an exhibitor wants more than one chair, they will need to bring their own. Each commission member can forward the reminder email to their respective exhibitor contacts.

Member Johnston asked if the commission members had any comments on the recycling game that he created for the Expo. The commission members stated that the game looked great and didn't have any changes. A seed packet will be given to each person who participates in the game. Taillon offered to laminate the game pieces.

Commission member left the meeting at 7:30pm

Chair Schroeher offered to create a sign-up sheet for buckthorn removal volunteers. Taillon will bring a clip board for the sign-up sheet.

Taillon mentioned that a shirt order will not be ready in time for the Expo, but she will bring the clothing catalog to the August meeting.

Member Bolstad suggested that all commission members should visit each exhibit table during the Expo and thank them for attending.

6. NEW BUSINESS

A. None

7. DISCUSSION

A. Staff reports

For the sake of time, Taillon stated that she will hold off on updates until the August meeting.

C. Commission member updates

Member Greenleaf noted that Nick and Lauren from the Vadnais Lake Area water Management Organization gave a presentation at her church about the adopt a drain program, pollinator gardens, and reducing lawns. They brought an aerial photo of the church property to show where the stormwater flows. Twenty eight people were in attendance.

Member Greenleaf reported that her and a Parks Commission member visited Railroad Park, Stellmacher Park, and Ramaley Park. She will provide a report at the August meeting.

Chair Schroeher stated that he visited Lakewood Hills Park and West Park with a Park

Commission member Davis. Member Johnston joined them at West Park. He created a 3 page document with photos that summarizes their findings. Included in this report is a summary of Parks Commission member Belisle's site visit to Lakeview, Ebba and Hidden Hollow. Chair Schroeder mentioned that they also looked at the recycling and trash situation at West Park, which is also summarized in the report.

Member Greene reported that he visited Vets Park, Spruce Park, and Bossard Park. He stated that there are a lot of options to convert weedy areas to prairie, including the access road to the north. He also stated that he did not see trash or recycling containers near the playground at Bossard.

Member Frye stated that he will be visiting his assigned parks tomorrow.

D. Do-outs

New do-out items for July 19, 2023 include:

- Chair Schroeder to bring an electric weed whip to the Expo
- Chair Schroeder to create a volunteer sign-up sheet
- Member Bolstad to bring an electric lawn mower to the Expo
- Members to send reminder emails to Expo exhibitors
- Member Johnston to bring folding chairs to the Expo
- Members to share park visit reports at the August meeting
- Taillon to laminate recycling game pieces
- Taillon to draft Expo reminder email and forward to all members
- Taillon to bring a clip board to the Expo
- Taillon to bring apparel catalog to the August meeting

E. August agenda

Commission members discussed the August agenda and asked Taillon to add Environmental Resources Expo recap, parks visits, and polo shirt discussion to the August agenda.

8. ADJOURNMENT

There being no further business before the Commission, it was moved by member **Bolstad** seconded by member **Greene** to adjourn the meeting at 8:08 p.m.

Motion carried, 6:0

EAC 2023 Budget

| | |
|--------------------------------|-----------------|
| Budget for 2023 | \$500.00 |
| Expenditures: | |
| Electric lawn equipment banner | \$135.00 |
| Native seed packets | \$201.60 |
| | |
| | |
| | |
| TOTAL REMAINING | \$163.40 |

Current Do-Outs

Commission Members

- ~~– Gary to create sign-up sheet for buckthorn removal volunteers to be used at the Expo~~
- ~~– Rick to create recycling game for Expo~~
- ~~– Chris G to continue recruiting EVs for the Expo.~~
- ~~– Gary to bring an electric weed whip to the Expo~~
- ~~– Sheryl to bring an electric lawn mower to the Expo~~
- ~~– Send reminder emails to Expo exhibitors~~
- ~~– Rick to bring folding chairs to the Expo~~
- Contact Park Commission members to coordinate park visits. Contact information can be found in the Parks Commission's roster at: <https://www.whitebearlake.org/bc-parkadvisorycommission>
 - Bonnie to contact Anastacia Davis
 - Gary to contact Bryan Belisle and Ginny Davis
 - Chris G to contact Bill Ganzlin
 - Jeff to contact Victoria Biehn
 - Chris F to contact Mark Cermak
 - Rick or Sheryl to contact Mike Shepard
- After visiting the parks, create a report that includes photos, a description of the park, what you saw, and areas that may be good candidates for invasive species removal and/or restoration. Circle these locations on the parks maps that Connie will provide.
- Share park visit reports at the August meeting
- ~~– Finalize expo exhibitor list~~
- Enter work plan information into Google work plan document (problem statement, list possible results, and define steps to achieve the results for each goal assigned to each member in the work plan list).
- Review GreenStep Cities best practices and tailor 2022/2023 work plan items with this program
- Add GSC numbers to Google doc.
- Gary offered to lead the 'reduce recycling contamination' work plan item.
- Gary to organize a potential buckthorn removal event with RWMWD and YMCA at the YMCA and Lakewood Hills Park.
- Gary to contact Jake from Specialized Technologies to speak at a future EAC meeting.
- Rick to follow-up with the MPCA re: County E and Bellaire.

Staff

- ~~– Send reminder emails to Expo exhibitors~~
- ~~– Purchase seeds to give away at the Environmental Resources Expo~~
- ~~– Print lawn sign~~

- ~~— Create exhibitor map and email to Marketfest coordinator for review~~
- ~~— Email detailed exhibitor instructions to EAC~~
- ~~— Email a pdf of park maps~~
- ~~— Taillon to laminate recycling game pieces~~
- ~~— Taillon to draft Expo reminder email and forward to all members~~
- ~~— Taillon to bring a clip board to the Expo~~
- Bring apparel catalog to August meeting
- ~~— Ask if DT mobility study subcommittee has met yet.~~
- Research if the City has a policy regarding recycling in public spaces
- Email park maps to each member
- Look into recycling cart stickers
- Ask about starting a fall Trash to Treasure day
- Order XL EAC tee shirts
- Invite Parks Foreman to future meeting
- Update from the MPCA on the status of testing at County E and Bellaire
- Email air quality sensor info to Public Works
- Schedule tour of R&E facility at a date TBD – add to 2022 work plan
- Add water use tracking app to CSM action items
- Show the WBAHS winning video at a future meeting
- Add AIS ID information to the website and update adopt a drain page
- Watershed district map (large scale with aerial photo)