



# MEMORANDUM

## Comfort Lake-Forest Lake Watershed District

**Date:** January 4, 2023  
**To:** CLFLWD Board of Managers  
**From:** Mike Kinney, District Administrator  
**Subject:** Land Acquisition – Bone Lake South Wetland



### Background/Discussion:

The purpose of this agenda item is to discuss the appraisal of a property the District may potentially acquire. This site, referred to as the Bone Lake South Wetland, is associated with the District's Lessard-Sams Outdoor Heritage Fund grant application. While the grant award which won't be finalized until spring, it is currently slated at \$1.89 million.

The Board may discuss general information about the property (e.g., site surveys/assessments, potential projects, timetable of next steps) in open session but should convene in closed session before discussing specifics of the appraisal (proposed motion #1 below). Once the price/negotiation specifics have been discussed in closed session, the Board should reconvene in open session in order to give the ultimate directive to the District Administrator (proposed motion #2 below).

### Timetable of Proposed Next Steps

|                  |  |
|------------------|--|
| January 12       | Board authorization for District Administrator to release appraisal and begin landowner negotiations   |
| January          | Staff engage in negotiations with landowner using data from appraisal report   |
| January/February | Work with Dorsey & Whitney legal counsel to draft purchase agreement (which will have a number of contingencies, such as the Lessard-Sams OHF grant award) |
| February/March   | Complete remaining due diligence tasks such as Phase I Environmental Site Assessment   |
| March            | Discuss funding partnership and property line breakdown with MN Land Trust in accordance with outcome of landowner communications                          |
| April/May/June   | Work with City of Scandia to re-align property boundaries in accordance with outcome of landowner communications   |
| June             | Lessard-Sams grant final accomplishment plans approved and grant awards finalized<br><br>An update will be brought to the CLFLWD Board                     |
| July 1           | First day of Lessard-Sams grant project period and earliest possible closing date  |
| July             | Close on property  |

### Recommended Motions



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Proposed Motion #1 (motion to go into closed session): Manager \_\_\_\_\_ moves to convene in a closed session to discuss the appraisal of the Bone Lake South Wetland property, PID numbers

- 08.032.20.13.0001
- 08.032.20.14.0001
- 08.032.20.31.0001
- 08.032.20.41.0001
- 08.032.20.43.0001
- 08.032.20.44.0001
- 17.032.20.11.0001

Seconded by Manager \_\_\_\_\_.

Proposed Motion #2 (take action outside of closed session): Manager \_\_\_\_\_ moves to authorize the administrator to release the appraisal and proceed with acquisition negotiations with the landowner. Seconded by Manager \_\_\_\_\_.

**Attachments (not public information; distributed to Board of Managers via email)**

- Candidate Site Acquisition Form
- Appraisal Report