



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Date: January 23, 2023
To: CLFLWD Board of Managers
From: Mike Kinney, District Administrator
Subject: Land Acquisition – Gravel Pit



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 Gravel Pit site, is the location of a potential water quality improvement project for Little Comfort Lake. Flow in this subwatershed could be re-directed to the existing gravel pit on this site which would function as an infiltration basin. The project would result in an estimated 80-100 pounds per year of phosphorus removal for Little Comfort Lake, among other benefits. This project would require an amendment to the District's existing Clean Water Fund grant for Little Comfort Lake Improvement Projects.

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 26	Board authorization for District Administrator to release appraisal and begin landowner negotiations
January/February	Staff engage in negotiations with landowner using data from appraisal report District engineer work on feasibility study for gravel pit project
February	Work with Dorsey & Whitney legal counsel to draft purchase agreement Work on grant amendment
March/April	Project ordering (project must be ordered prior to property closing)
May/June	Close on property



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Recommended Motions

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 number 21.10701.10. 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