



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Date: March 19, 2026
To: CLFLWD Board of Managers
From: Mike Kinney, District Administrator
Subject: Green Infrastructure Grant East Comfort Pond Project
Scope of Work for Feasibility Study



Background/Discussion:

The purpose of this agenda item is to discuss the Green Infrastructure Grant the District received in 2025 and potential East Comfort Pond Project. The Board authorized staff to apply for this grant at the [December 19, 2024 regular board meeting](#). The Green Infrastructure Grant Program was only offered once as a sub-program of the [Clean Water Legacy Partners](#) grant program. The CLFLWD was one of two watershed districts to receive funding, as this program is mainly dedicated to nonprofits and tribal governments.

Staff will provide an update on the grant and proposed project. Meanwhile, Emmons & Olivier Resources (EOR) has provided a scope of work for Board consideration. The scope of work entails completion of a feasibility study and 30% project design for the East Comfort Pond Project. This engineering work will be fully covered by the grant.

The District's Green Infrastructure Grant from the Board of Water and Soil Resources in the amount of \$225,800 for this project, has a \$22,580 (10%) match being covered by District staff in-kind time. The proposed project is estimated to achieve approximately 5 lbs./yr. phosphorus reduction for Comfort Lake, which is equal to the phosphorus reduction originally proposed in the grant application. Additional benefits include reductions in sediment (TSS), heavy metals, and Chlorides, as most of the stormwater runoff entering this basin originates from the adjacent roadways.

In addition, the anticipated implementation cost of this proposed project will likely be considerably less than the original project concept, delivering a superior benefit to cost ratio for a similar nutrient reduction for Comfort Lake.

Recommended Motion:

Manager _____ moves to authorize the Administrator, on advice of counsel, to enter into an agreement with Emmons & Olivier Resources in accordance with the March 17th scope of work and in an amount not to exceed \$14,074.75. Seconded by Manager _____.

Attached:

Green Infrastructure Grant & Project Update (presentation)
EOR memo: East Comfort Pond Feasibility Study Scope of Work

Project Name	East Comfort Lake Pond Feasibility	Date	3-17-2026
To / Contact info	CLFLWD Board of Managers		
Cc / Contact info	Mike Kinney, District Administrator		
From / Contact info	Erik Megow, PE – EOR, Inc. Anne Wilkinson, PhD, PE – EOR, Inc.		
Regarding	2026 East Comfort Lake Pond Feasibility		

The Comfort Lake Forest Lake Watershed District (District) has requested a feasibility level analysis and preliminary design for the dredging and enhancement of a stormwater pond that directly drains to Comfort Lake. The pond is located near East Comfort Lake Drive in the City of Wyoming and was originally constructed with the Comfort Lake Estates development around 1996.

The following tasks are planned to reach a 30% design level plan and cost estimate to ensure the project fits within the budget and meets the District's grant funding requirements for a 5 lb/yr total phosphorus removal benefit to Comfort Lake.

Task 1. Initial Review and Data Collection

The following subtasks are expected under Task 1:

1. Review owner provided models, plans, as-builts, and antidotal information
2. Identification of utilities
 - a. Coordination of public locate
 - b. Facilitation of private utility locate, expense included herein
3. Verify WCA permitting requirements
4. Survey
 - a. Preparation → files, benchmarks, data download, etc.
 - b. Survey of critical elevations and inverts and sizing of existing drainage and stormwater infrastructure
 - c. Inventory, characterize, and photograph accessible existing storm sewer infrastructure
 - d. Select pond bathymetry points to characterize current pond live and dead storage as well as captured sediment
5. Pond Sediment Sampling – per MPCA stormwater pond sediment handling guidelines
 - a. Complete sampling plan
 - b. Gather samples and ship to District preferred/contracted laboratory
 - i. Review lab reports
 - c. Data reduction and base map construction

Task 2. Hydraulic and Hydrologic Modeling

The following subtasks are expected under Task 2:

1. Existing conditions simulation
 - a. Delineate subwatershed that drains to the basin using LiDAR and local
 - b. Create the existing basin and model the Atlas-14, 24-hr 2-, 10-, and 100-year rainfall events
2. Proposed condition(s) simulation
3. Create a proposed HydroCAD model to size the new outlet and emergency/100-yr overflow, if needed.

4. Reporting & quality and quantity comparison documentation

Task 3. Concept Design and Water Quality Calculations

The following subtasks are expected under Task 3:

1. Identification and vetting of enhancement and maintenance option:
 - a. Stormwater infrastructure improvements
 - b. Trail and Overflow considerations
 - c. Access and construction limits
 - d. Site restoration
 - e. Dredging and disposal plan
 - f. Drafting & details (2 Sheets)
 - g. Cost estimation of alternative(s)

Task 4. Summary Memo with Cost-Benefit Analysis

After Tasks 1 through 3, EOR will Author, format and assemble a Draft Feasibility Summary Memo for District review. EOR will then refine and update Feasibility Study per District recommendations and help make a recommendation to the Board on whether the project aligns with the Grant requirements and whether the District should continue to the construction design stage.

Expense	Unit Description	Units/Hours	Cost
Task 1*	Initial Review and Data Collection	22	\$4,608.75*
Task 2	Hydraulic and Hydrologic Modeling	9	\$1,434.00
Task 3	Concept Design and Water Quality Calculations	33	\$4,940.00
Task 4	Summary Memo with Cost-Benefit Analysis	19	\$3,092.00
Totals		83	\$14,074.75

*Includes \$50.75 for mileage and \$800 for Lab Fees (Pace Analytical) for the testing of two soil samples per MPCA dredging guidance

Assumptions:

- This scope assumes that only one concept will be analyzed for the feasibility study and the project will not include any filtration components.
- The District to coordinate with all landowners to secure access on behalf of EOR for site visits
- Survey
 - Select data will be gathered for feasibility-level, 30% design analysis; additional survey may be necessary for construction design
 - Limited to key topographic, bathymetry and infrastructure points
 - All necessary stormwater structures and property to be readily available for survey
 - Confined entry is not required
- Any grant administration time/deliverables completed will be completed by the District
- The following services are not included in this scope and are not expected to be necessary:

- Geotechnical services
- The following, but not limited to the following, potential future services/costs are deferred to subsequent phases
 - Wetland delineation and permitting

Recommended Motion

We recommend the Board approve this 2026 scope of work for EOR to complete the 2026 East Comfort Lake Pond Feasibility for a total cost of \$14,074.75.



BWSR Green Infrastructure Project Update





Genesis

2024 Wyoming Street Project



Initial BMP location





EOR Concept Developed

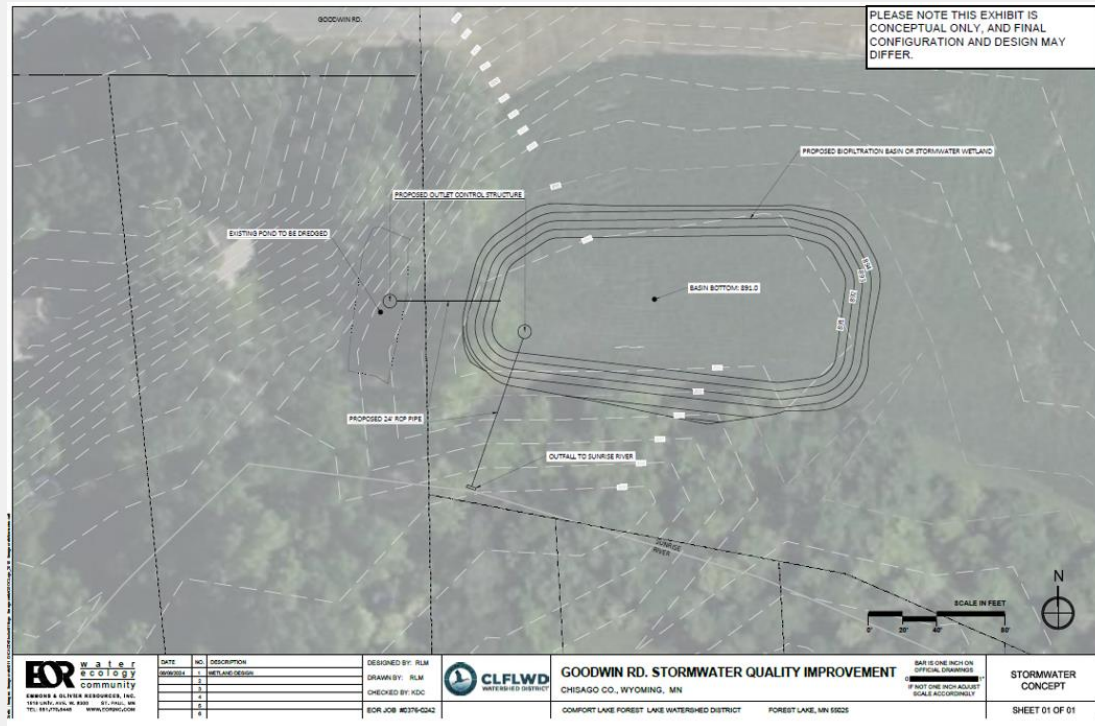
Estimated 5 lbs phosphorus and 1,424 lbs TSS load reduction.

Applied for BWSR Clean Water Partners Green Infrastructure Grant.

Wyoming provided Letter of Support

Awarded Spring 2025
\$225,800

- Expiration on Dec 31, 2027



Grant ID: C25-0270 Goodwin Stormwater Wetland



Goodwin Outreach

Outreach with landowners in Spring 2025

Indicated no longer interested as the design called for a larger area than originally communicated

Landowner to West was looking to sell their home, did not want disturbance

Repeated outreach throughout Summer and Fall.

- No change in interest





Adaptive Management

Staff began exploring alternative projects for these funds

The Comfort Lake Direct Drainage DIY Diagnostic Monitoring identified an old stormwater BMP along Comfort Lake that is contributing to the phosphorus loading to the lake

Additional water samples collected and taken to Instrumental Labs for verification – BMP verified as a nutrient source

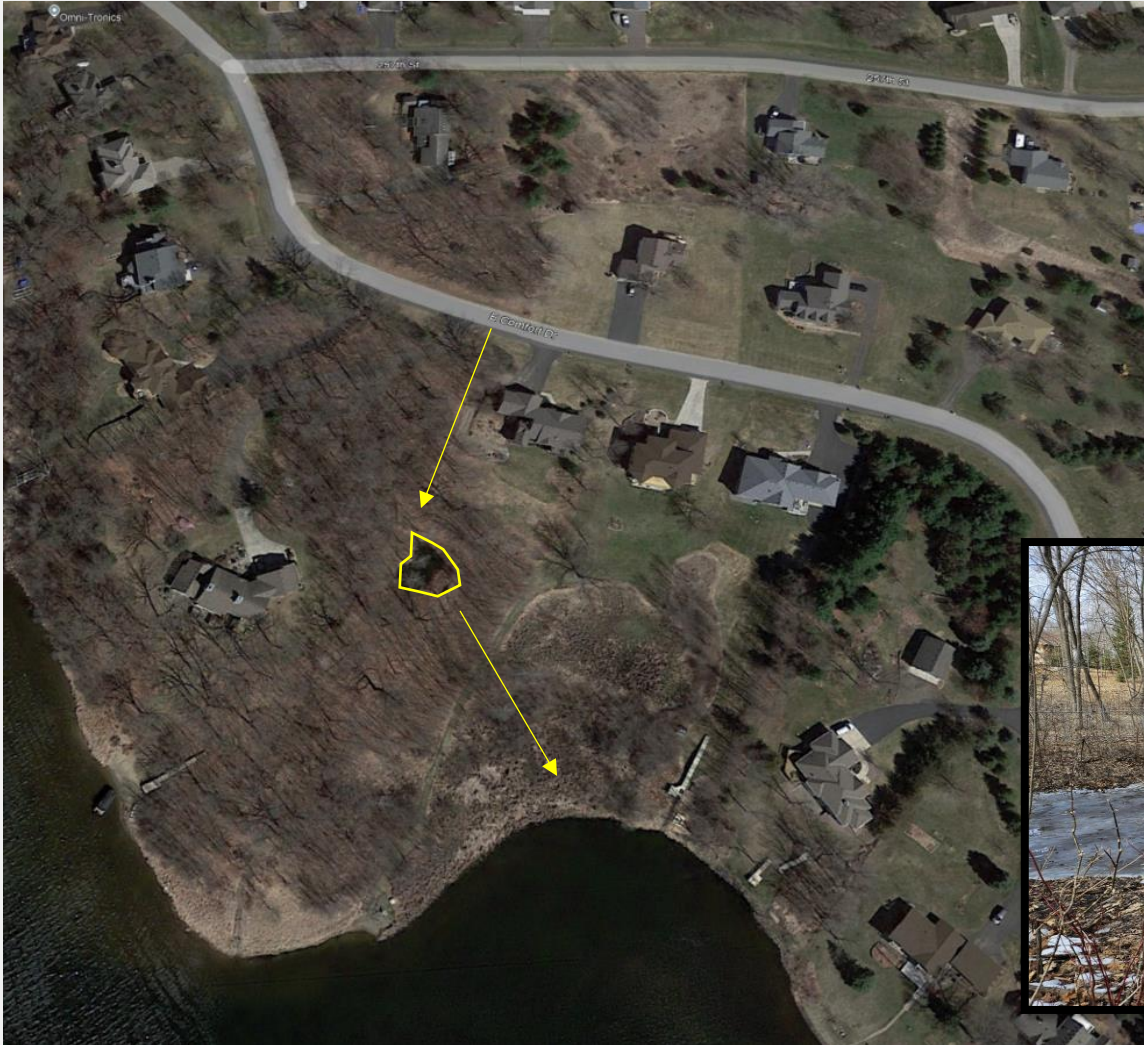
- EOR consultation

Landowner outreach – main landowner open to a project

Staff initiated discussions with the granting agency (BWSR) to see if this site was eligible for this funding



Adaptive Management





Adaptive Management

Discussions with City of Wyoming

- Old BMP not part of their MS4 system as the housing development was created prior to their rules
- Development originally approved by the former Township (~1996)

BWSR typically does not fund BMP maintenance

However, this BMP not claimed by any entity and as such has not been maintained for 30+ years

- considered by BWSR as a “gray area”





Adaptive Management

Staff developed conservative load reduction numbers based on water quality data, drainage area, and BMP standards

- EOR consulted during modeling
- ~ 5lbs phosphorus reduction (MIDs Model)

Staff presented information to BWSR

- Work plan change approved winter 2025/26

Staff currently working on additional landowner outreach





Next Steps

Coordinate with **EOR** to begin an expedited **Feasibility Phase**

- Scope of Work available for consideration

Continued landowner outreach

- Staff developed project mockups for communication purposes only

Coordination with City of Wyoming

