



## MEMORANDUM

Comfort Lake-Forest Lake Watershed District

**Date:** 06-15-26  
**To:** CLFLWD Board of Managers  
**From:** Mike Kinney, District Administrator  
**Subject:** Bone Lake South Nature Area Management Plan



### Background/Discussion:

District staff have been preparing a management and restoration plan for the Bone Lake South Nature Area. The plan will cover the day-to-day operations and management of the Nature area as well as a detailed five-year restoration plan for the entire property – including both wetland and upland habitats.

As part of this effort, staff reviewed five management plans shared by three conservation organizations that manage similar sized properties throughout the Metro Area. Based off this research, Staff have completed a draft 90% Management Plan for the Bone Lake South Nature Area.

Attached to this memo is a Scope of Work (SOW) from Emmons & Olivier Resources (EOR) to assist with development of the final draft of the Bone Lake South Nature Area Management and Restoration plan. EOR proposes to review the current 90% design, comment, edit, and flesh out sections of the plan as needed. This collaborative process will include review and editing periods with staff as well as participation in a presentation to the CLFLWD Board of Managers.

### Recommended Motion:

Manager \_\_\_\_\_ moves to direct the Administrator, on advice of counsel, to enter into an agreement with EOR in accordance with the June 12, 2026, scope of work in an amount not to exceed \$3,461.50, and to direct EOR not to begin work until the grant start date of July 1<sup>st</sup>, 2026. Seconded by Manager \_\_\_\_\_.

### Attached

6-12-26 EOR SOW\_BLSNA Natural Resource Management Plan Review and Support

<b>Project Name</b>	BLSNA Natural Resource Management Plan	<b>Date</b>	6-12-2026
<b>To / Contact info</b>	CLFLWD Board of Managers		
<b>Cc / Contact info</b>	Mike Kinney, District Administrator		
<b>From / Contact info</b>	Jimmy Marty, CMWP #1322		
<b>Regarding</b>	BLSNA Natural Resource Management Plan Review and Support		

The following is the proposed scope and budget for EOR's review and support of the Comfort Lake-Forest Lake Watershed District's (CLFLWD) proposed Natural Resource Management Plan (NRMP) for the Bone Lake South Natural Area (BLSNA). District staff are currently drafting the NRMP with an expected 90% draft completed by the end of June 2026. District staff requested EOR to review, provide comment, and make additions to the NRMP to support finalization of the NRMP ahead of implementation beginning later in 2026.

### **Task 1. 90% Draft NRMP Review**

EOR will review and comment on the 90% draft NRMP expected to be completed by District staff by the end of June 2026. The review will be completed by Jimmy Marty, EOR ecologist. Jimmy completed initial site assessments of the BLSNA and assisted in supporting grant applications.

Deliverable: EOR will return a track changes version of the 90% draft with supplementary comments attached as needed.

### **Task 2. Meeting and Coordination with District Staff**

EOR will attend a virtual meeting with District staff to discuss comments with District staff. Additional hours are included to coordinate with District staff and address follow up needs from the meeting.

Deliverable: Virtual meeting with District staff.

### **Task 3. Final Draft Review**

EOR will review and comment on a final draft NRMP following updates from District staff.

Deliverable: EOR will return a track changes version of the 90% draft with supplementary comments attached as needed.

### **Task 4. Board Meeting Attendance**

EOR will attend a board meeting if requested by District staff to attend for presentation of the NRMP. It is assumed District staff will develop and present the NRMP.

Deliverable: Attendance at a board meeting.

Task	Expense	Units	Cost
Task 1	Labor	9 hours	\$1,541.00
Task 2	Labor	5 hours	\$869.00
Task 3	Labor	3 hours	\$504.00
Task 4	Labor	3 hours	\$504.00
	Mileage	60 miles	\$43.50
Task 4 Subtotal			\$547.50
<b>Total</b>			<b>\$3,461.50</b>

### Recommended Motion

We recommend the Board approve this scope of work for EOR to review and coordinate with District staff to finalize the BLSNA NRMP a total cost of \$3,461.50.