



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Date: September 14, 2026
To: CLFLWD Board of Managers
From: Mike Kinney, District Administrator
Subject: Audubon Property Update



Comfort Lake
Management District

Background/Discussion:

The purpose of this memo is to provide the Board with an update on the Shallow Pond Audubon property acquisition and for the Board to review and approve the property Candidate Site Acquisition form. This property is within the proposed Greenbelt Phase 1 priority area that the District is developing using Lessard-Sams Outdoor Heritage Fund (LSOHF) grant funds.

As discussed at the [August 13, 2026](#) and [August 27, 2026](#) regular boards meetings, the Wild River Audubon Society would like to donate the ~66-acre parcel it holds in the Shallow Pond wetland to the District through a quit claim process. At the August 27th Board meeting, Staff presented two of the three internal vetting forms, the Candidate Site Evaluation and Candidate Site Review form. At tonight's Board meeting, staff are presenting the final document, the Candidate Site Acquisition Form, and asking for Board direction to accept the property donation from the Wild River Audubon Society. All three forms were completed with guidance from legal council.

At the August 27th Board meeting, it was discussed that the title commitment for the property found one discrepancy: the 8-foot strip of property allowing access from the City of Wyoming owned Hawk Meadows Park to the greater Audubon parcel was never officially conveyed from the Wyoming Township to the Audubon Society back in 1998.

Staff have worked with legal counsel and the City of Wyoming to resolve the deed issue. Staff brought this issue before the Wyoming City Council on September 15th. The Council adopted a resolution officially deeding the 8-foot strip to the Wild River Audubon Society – thus resolving the deed issue and clearing the path for the donation acceptance.

Based on all the information provided above and in the Candidate Site Acquisition form, staff recommend that the Board accept the Candidate Site Acquisition form and direct staff to complete the acquisition of the 66-acre Shallow Pond Wild River Audubon property.

Recommended Motion:

Manager ____ moves to approve the Candidate Site Acquisition form for the Shallow Pond Wild River Audubon Society parcel, PIN 21.11130.53, and directs the Administrator to work with legal counsel and a licensed title company to complete the acquisition of the donated property. Seconded by Manager ____.



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Attached:

Candidate Site Acquisition form



COMFORT LAKE-FOREST LAKE WATERSHED DISTRICT CANDIDATE SITE ACQUISITION FORM

Date: 7-28-26

Prepared By: Blayne Eineichner

Site Name (Landowner Last Name): Wild River Audubon

Location: Shallow Pond/Sunrise River. Chisago County, City of Wyoming

Date Of Board Approval To Proceed With Stage 2: 8-27-26

Property Due Diligence Summary

Title Search & Review: Briefly describe any defect that would prevent free & clear (marketable) title, or pose a concern to the permanency of any conservation values associated with a conservation easement (if applicable) . No defects found that would impact Conservation values. One issue found regarding the access trail to the property from Hawk Meadows Park. See the Title Commitment section near the end of this document. This issue has been resolved through the City of Wyoming.

Site Valuation: List the appraised value. Provide most recent county assessed market value as well. An ~66-acre wetland donation (full donation – quitclaim deed) from the Wild River Audubon Society with a county land assessor's evaluation listed at \$18,400 (not an appraised value).

Environmental Site Assessment Results: Describe the results of the Phase I (or other environmental site assessment), whether the property presents no environmental concerns, or is a REC, HREC, or CREC and if a Phase II is warranted or required. Phase I ESA complete by EOR in July 2026. No issues found. No additional Assessments were recommended.

Conservation Easement Terms (if applicable): Describe the proposed rights and restrictions for the conservation easement utilizing the following table. There would be no conservation easement on the property, but the following would be self-imposed land management /use restrictions.

Land Use Restrictions & Rights	Detail
Industrial use	Prohibited
Commercial use	Limited to habitat and/or forest management under an approved plan and minimal commercial recreational use.



Agricultural use	Agricultural use is prohibited, except as used as a management tool under an approved plan.
Residential use and development	Prohibited
Structures and improvements	Minor rustic structures are allowed. These include trail markers, education signage, and other rustic structures not serviced by utilities or used for residential use.
Utilities	Prohibited except as approved by CLFLWD.
Division of the property	Prohibited.
Development Rights	Transfer of development rights to another property is prohibited.
Rights of way	New rights of way across the property are prohibited except with prior written approval of CLFLWD.
Mining	Prohibited.
Signs	Small, unlighted signs for informational or interpretive purposes are allowed.
Roads and Parking Areas	No new roads/parking areas are allowed without approval of CLFLWD.
Trails	Trails are allowed, including footbridges and boardwalks.
Surface alteration	Alteration of the natural topography or surface of the land is prohibited, except in conjunction with restoration or management activities.
Vegetation and habitat management	Management of natural vegetation to improve its habitat values is allowed, subject to an approved management plan.
Water	Alteration of shorelines, water bodies and wetlands, or actions detrimental to water quality are prohibited. Restoration activities to improve water quality or flood storage are allowed as approved by CLFLWD.



Dumping	Dumping or accumulation of trash or other unsightly material is prohibited.
Vehicles	Allowed in conjunction with activities such as habitat management; otherwise prohibited.

Acquisition Funding Source (if applicable):

Donation from the Wild River Audubon Society via a quit claim deed process.

BOARD RECOMMENDATION:

☐ **Proceed to Acquisition (Stage III)**

Proposed Acquisition Offer: _____

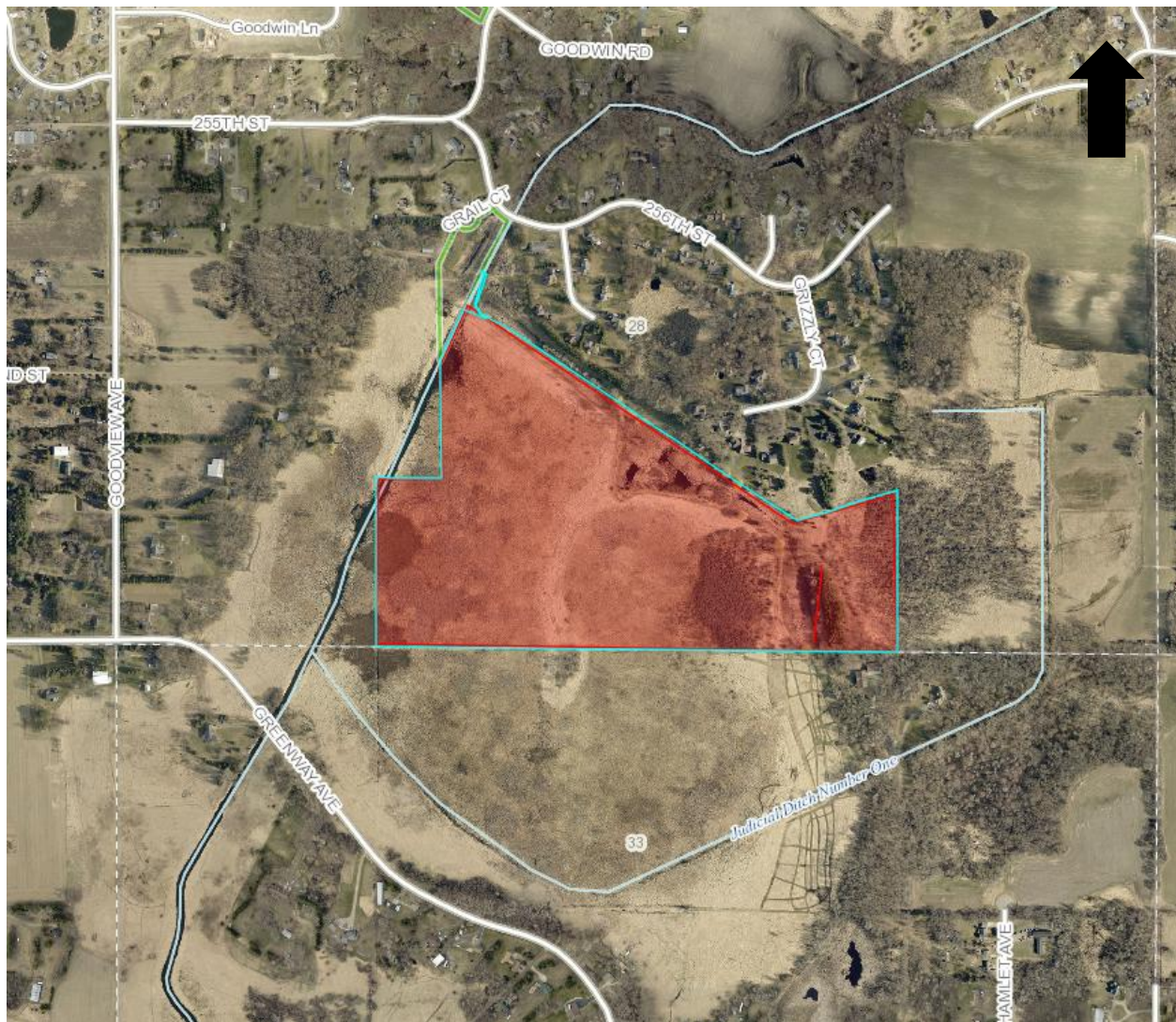
Stipulations of Offer (in any, list):

☐ **Decline Pursuit of Acquisition**

Rationale:

ATTACHMENTS:

Property Aerial Map



Property Survey

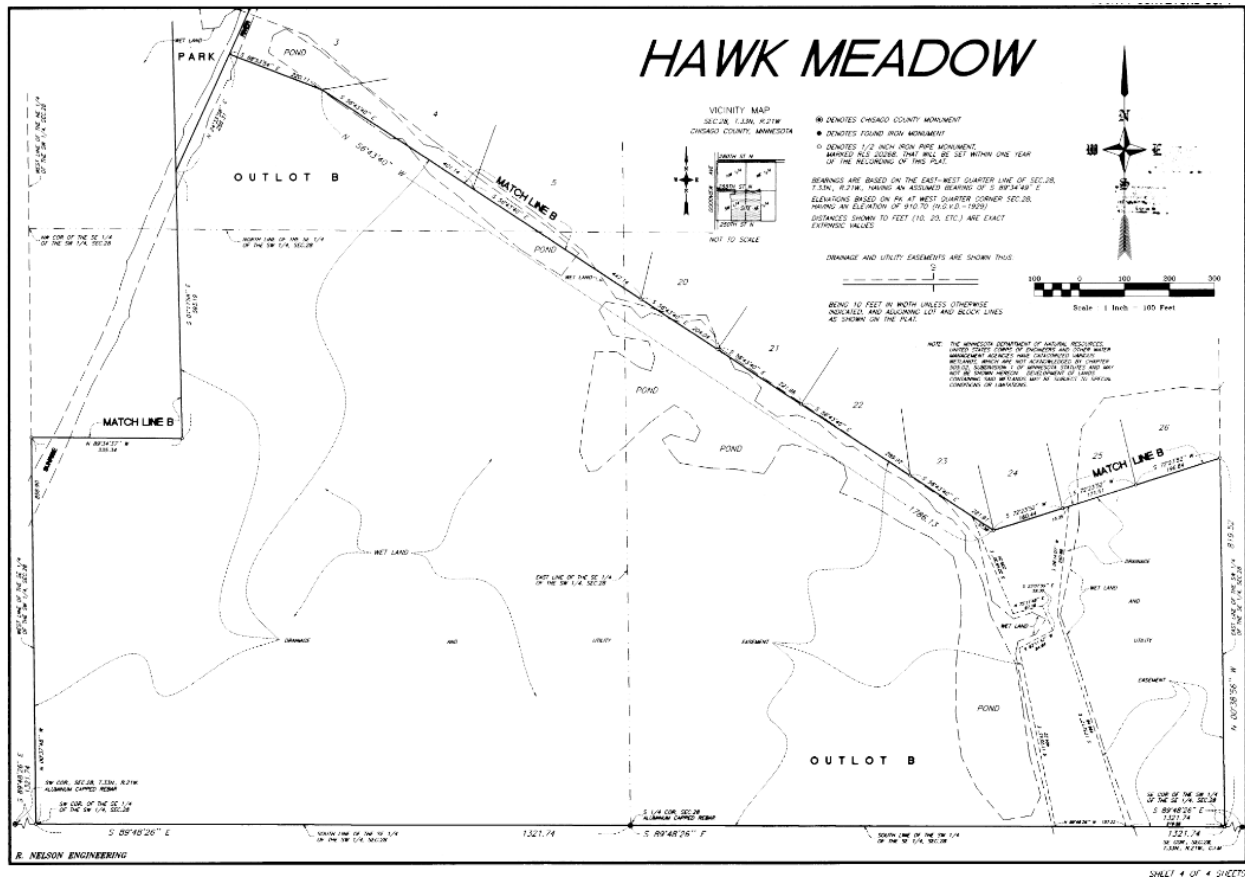




EXHIBIT A LEGAL DESCRIPTION:

Outlot B, HAWK MEADOWS

and

An 8.00 foot strip of land across Lot 2 of Block 3, Lot 3 of Block 3 and Outlot B, HAWK MEADOW, Chisago County, Minnesota. The center line of said strip is described as follows:

Commencing at the most westerly corner of said Lot 2; thence North 24 degrees 29 minutes 05 seconds East, bearing assumed, along the northwesterly line of said Lot 2 a distance of 71.45 feet; thence North 63 degrees 41 minutes 31 seconds West 100.00 feet to the point of beginning of said center line; thence South 63 degrees 41 minutes 31 seconds East 123.90 feet; thence South 19 degrees 07 minutes 40 seconds West 169.86 feet; thence South 35 degrees 37 minutes 23 seconds East 50.47 feet; thence South 54 degrees 20 minutes 17 seconds East 197.98 feet; thence South 52 degrees 09 minutes 16 seconds East 392.99 feet; thence South 55 degrees 10 minutes 49 seconds East 283.26 feet; thence Southeasterly and southerly 27.92 feet along a tangential curve, concave to the southwest, central angle 63 degrees 59 minutes 19 seconds, radius 25.00 feet; thence South 08 degrees 48 minutes 31 seconds West 265.31 feet; thence South 05 degrees 41 minutes 42 seconds West 91.80 feet; thence South 34 degrees 44 minutes 25 seconds East 20.14 feet; thence southeasterly, easterly and northeasterly 90.43 feet along a tangential curve, concave to the north, central angle 94 degrees 12 minutes 11 seconds, radius 55.00 feet; thence North 51 degrees 03 minutes 24 seconds East 15.32 feet; thence northeasterly and easterly 85.40 feet along a tangential curve, concave to the south central angle 48 degrees 55 minutes 53 seconds, radius 100.00 feet; thence South 80 degrees 00 minutes 43 seconds East 172.88 feet; thence South 73 degrees 29 minutes 20 seconds East 306.84 feet; thence southeasterly 76.48 feet along a tangential curve, concave to the southwest, central angle 21 degrees 54 minutes 32 seconds, radius 200.00 feet; thence South 51 degrees 34 minutes 48 seconds East 98.52 feet; thence southeasterly 116.15 feet along a tangential curve, concave to the southwest, central angle 53 degrees 14 minutes 14 seconds, radius 125.00 feet; thence South 01 degrees 39 minutes 26 seconds West 189.40 feet; thence southeasterly 249.16 feet along a tangential curve, concave to the northeast, central angle 35 degrees 41 minutes 21 seconds, radius 400.00 feet; thence South 34 degrees 01 minutes 54 seconds East 60.35 feet; thence southeasterly and easterly 24.34 feet along a tangential curve, concave to the northeast, central angle 55 degrees 46 minutes 32 seconds, radius 25.00 feet; thence South 89 degrees 48 minutes 26 seconds East 69.58 feet; thence easterly 34.26 feet along a tangential curve, concave to the North, central angle 13 degrees 05 minutes 13 seconds, radius 150.00 feet; thence North 77 degrees 06 minutes 21 seconds East 47.59 feet; thence North 12 degrees 32 minutes 44 seconds West 181.66 feet and said center line there terminating.

Subject to a drainage and utility easement shown on plat of HAWK MEADOW and any other easements of record.



Title Commitment

The title commitment did find one discrepancy that will need to be resolved prior to the deed transfer. The unimproved 8-foot wide strip of real property (~290 ft in length) connecting the City of Wyoming owned Hawk Meadows Park to the greater Audubon parcel was never officially conveyed from the Wyoming Township to the Audubon Society back in 1998. This strip provides access to the property from the Hawk Meadows trail system.

The title company will search for copies of the annexation agreement, joint resolutions by the City/Township and/or a final order confirming the annexation. These documents may already be recorded with the Chisago County recorder.

If there isn't anything recorded, Staff will work with the City of Wyoming to complete the City's conveyance of the access. This will require a Resolution to record from the City authorizing the sale/transfer - same requirement as in the commitment but applied to the City instead of the Township.

As such, the District will need to work with the City of Wyoming (as the township is now part of the City) to rectify this issue prior to closing on the property.

9-16-26 Update

At the 9-15-26 Wyoming City Council meeting, resolution 26-09-123 was adopted, deeding the 8-foot wide strip of property to the Audubon Society, thus rectifying the situation and clearing the path for the District to accept the property donation.



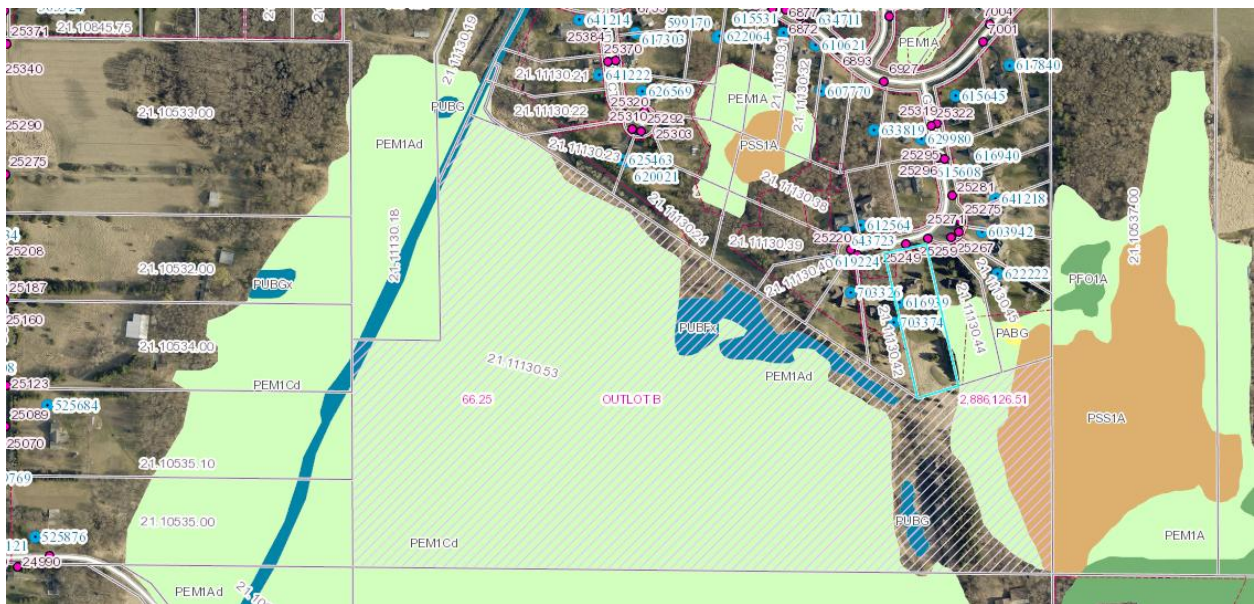
Appraisal Executive Summary

No appraisal was initiated as this would be a donated property.

Phase I ESA finding included in the 8-13-26 Board Packet*

The ESA, completed by Emmons and Oliver Resources, Inc, concluded that there are no current recognized environmental conditions, no historical recognized environmental conditions, nor any controlled recognized environmental conditions on the subject property.

Delineated Wetlands Map*



Wetlands as indicated by the National Wetland Inventory. Wetland types indicated by color and abbreviation (PEM1Ad, PUBFx, etc). The subject parcel is labeled at Outlot B and has diagonal hatching.