To: Board of Managers                          Date: November 8, 2019
From: Mike Kinney
Subject: Banta Property Scope of Work

Background/Discussion

This item was last discussed at the October 24th regular board meeting at which time the Board directed the Administrator to work with Emmons & Olivier Resources (EOR) to develop a land acquisition project feasibility review scope of work. The proposed scope is enclosed.

The 2019 and 2020 District budgets contain $0 for item 5-920-A Land Acquisition and Management. However, the budget comment section includes a statement that indicates this item will be supported from reserve funds as necessary. During the budgeting process, it was decided that land acquisition opportunities would be pursued as they arise and as they are deemed suitable per the WMP criteria and other appropriate assessments. As of the September 30, 2019, the District’s fund balance for Program & Project Implementation was $826,248.82.

Recommended Action

Proposed Motion: Manager _____________ moves to authorize the administrator, on advice of counsel, to enter into an agreement with EOR in accordance with the November 12, 2019 scope of work and in an amount not to exceed $13,805.
Scope of Work

This is a scope of work for providing technical assistance in support of the District’s Land Acquisition and Management Program (District-Wide 5920). This parcel has been referred to as the Banta parcel, although the current landowner is now Steinke. For consistency, we continue to identify the project as Banta. Previous assessments of this parcel by the District are listed below:

- **Sunrise River Water Quality & Flowage Engineer’s Report, 2012**: The 20 acre wetland area adjacent to the Sunrise River within the former Banta Parcel was identified as having restoration potential and thereby providing downstream water quality benefits.
- **Banta Property Review Memo, October 2018**: The Banta Parcel was listed for sale in 2018. EOR evaluated the parcel against criteria found in the CLFLWD Watershed Management Plan (WMP) and found it to meet the District’s Land Acquisition and Management Program requirements.
- **Banta Property Assessment Results, December 2018**: EOR conducted an alternatives analysis of potential projects the District could implement on the Banta and Tax Forfeit Parcels. Alternative C

The purpose of this Scope of Work is to complete a detailed cost-benefit analysis to compare the added benefit – in terms of total load reduction, total cost, and cost-benefit per pound of phosphorus removed – of implementing a project located entirely on the Tax Forfeit property or a larger project on both the Tax Forfeit and Banta parcels. The findings from this cost-benefit analysis will inform the District’s decision on whether to acquire the Banta property as part of the Land Acquisition and Management Program.

Task 1. Refine Design Plans & Costs

This task will refine previous concept designs and cost estimates from previous assessments for a project located entirely on the Tax Forfeit property or a larger project on both the Tax Forfeit and Banta parcels (Alternative C from the December 2018 Banta Property Assessment Results report).

**Deliverables**
- Schematic design and CAD drawing for the Tax Forfeit and Alternative C projects
- Engineer’s cost estimate for the Tax Forfeit and Alternative C projects

**Schedule**
- November 2019
Estimated Hours and Cost

• 44 hours – $5,321

Task 2. Volume and Phosphorus Reduction Estimates

EOR will utilize the recently updated SWMM model in the Comfort Lake Management District (3006-C: H&H Model Update) to estimate the volume reduction benefits of the Tax Forfeit and Alternative C projects. EOR will also utilize monitoring data collected since the 2012 Sunrise River Flowage Report at the Heims Lake Drainage Ditch inlet to the Tax Forfeit site and phosphorus reduction efficiencies observed from the Bixby Park project to estimate the phosphorus reduction benefits of the Tax Forfeit and Alternative C projects.

Deliverables

• SWMM modeled volume reductions for the Tax Forfeit and Alternative C projects
• Phosphorus reduction estimates for the Tax Forfeit and Alternative C projects

Schedule

• December 2019

Estimated Hours and Cost

• 46 hours – $5,497

Task 3. Cost-Benefit Optimization & Recommendations

EOR will conduct a cost-benefit optimization exercise to determine the range of costs for the Banta Parcel that meet the District’s goals for total load reductions, Pareto Principle, and cost-benefit per pound of phosphorus removed. Preliminary findings will be shared with the Administrator for review and input. Findings will be articulated in a memo and presented to the Board.

Deliverables

• Cost-benefit analysis
• Technical memo and board presentation

Schedule

• December 2019

Estimated Hours and Cost

• 17 hours – $2,987

Summary

We recommend a motion to approve Tasks 1-3 to complete a detailed cost-benefit analysis of the Tax Forfeit and Alternative C projects to inform the District’s decision on whether to acquire the Banta property as part of the Land Acquisition and Management Program at a total cost of $13,805.