



**MEMORANDUM**  
Comfort Lake-Forest Lake Watershed District

**Date:** December 21, 2023  
**To:** CLFLWD Board of Managers  
**From:** Mike Kinney, District Administrator  
**Subject:** Heath Avenue North Land Acquisition



**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 Heath Avenue North, is associated with a potential water quality improvement project in the Little Comfort Lake Management District. The District currently has a grant application submitted to the DNR's Conservation Partners Legacy Grant for funds to acquire the property. The District would apply for additional grant dollars to implement the proposed water quality improvement project (an iron-enhanced sand filter) once there is certainty that the property will be acquired.

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 9	Board authorization for District Administrator to release appraisal and begin landowner negotiations
January	Staff engage in negotiations with landowner using data from appraisal report
January/February	Work with Dorsey & Whitney legal counsel to draft a purchase agreement (which will have a number of contingencies, such as the grant award, rezoning/subdividing the property, and consent of sale from mortgage company)  Work with Wyoming/Chisago County to rezone the property
February/March	Complete remaining due diligence tasks such as Phase I Environmental Site Assessment
April - July	Conduct property surveys, develop site plans, etc.  Work with Wyoming/Chisago County to complete the subdivision of the property.
August	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 Heath Avenue North property, PID number 21.10703.00. 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)

- Appraisal Report