

MEMORANDUM
Comfort Lake-Forest Lake Watershed District

To: Board of Managers
From: Mike Kinney
Subject: District Awards Program

Date: February 16, 2018

Background/Discussion

Over the last several years, Managers have expressed interest in creating an annual District Awards Program. Such a program could serve as an opportunity to commend individuals, businesses, and organizations for their work toward preserving and improving the water resources of the CLFLWD.

Staff have worked with the Citizen Advisory Committee (CAC) to develop a draft awards program framework. This process began with staff and CAC members reviewing the awards programs of other local watershed districts and nonprofit organizations. Then, the group identified the St. Croix River Association's Watershed Stewardship Award program as their favorite program, and proceeded to adapt that framework to meet the CLFLWD's needs.

The current CLFLWD framework, which was drafted in coordination with Manager Anderson's feedback, contains up to six awards that could potentially be given out annually:

1. Best Residential Best Management Practice (BMP)
2. Best Agricultural BMP
3. Best Commercial or Business BMP
4. Best Community or Organization BMP
5. District-Wide Watershed Service Award
6. Junior District-Wide Watershed Service Award (Ages 19 and Under)

Under the proposed framework, nominations for awards 1-4 listed above could be made by not only the nominees themselves, but the District Board of Managers, District staff, friends and family of the nominees, etc. Awards 5 and 6 above could be given at the discretion of the Board and may not include an application process.

Attached is a draft awards program framework for the Board to consider. This agenda item will serve as an opportunity for the Board to discuss improvements to the framework and provide direction on how staff should move forward.

Staff suggest that the first round of applications be accepted from this spring or summer until November 15th, 2018. The first awards could then be granted at a special event in April, 2019.

Attached: Watershed Legacy Awards program framework



44 Lake Street South Suite A, Forest Lake, MN 55025

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Comfort Lake-Forest Lake Watershed District - Watershed Legacy Awards

The Board of the Comfort Lake-Forest Lake Watershed District is pleased to announce a new program to honor those whose contributions to water stewardship have helped the District meet its mission of protecting and improving the water resources of the District. In addition, the awards will be presented at a new annual public information meeting to be held each April. This venue will provide an opportunity for the Board to share the District's prior progress toward meeting water quality goals and to outline the current year's programs and projects.

The Watershed Legacy Awards will be presented annually by the Comfort Lake-Forest Lake Watershed District (CLFLWD) to recognize an individual, business, and organization for making a significant contribution to stewardship of the water resources within the boundaries of the CLFLWD. The deadline for nominations is November 15th of each year. The winners will be named at the annual CLFLWD State of the Watershed event in April of the following year. One award will be presented for best management practices in each of the following categories; Residential, Agriculture, Community/Organization, and Commercial/Business.

Nominations

How to nominate: **Any person or entity may nominate.** Simply provide the information requested on the reverse side of this form and submit to the CLFLWD office via mail or email. (See email address at bottom of form.) The deadline for nominations is **November 15th** with awards granted the following April.

Award Criteria

The contributions to be recognized must:

- Promote stewardship of the water resources within the Comfort Lake-Forest Lake Watershed District.
- Demonstrate observable or measurable results toward the District's water quality goals.

Examples of contributions include, but are not limited to: raised public awareness of a specific issue (such as responsible road salt use, groundwater conservation, invasive species, etc.), creation of water resource-friendly public policy, protection of a resource via a land trust, or wetland restoration, voluntary completion of a rain garden or shoreline restoration project, or economic development that is consistent with good water resource stewardship.

General Guidelines:

- ✓ The focus of the program will be on past contributions that have a record of positive impact.
- ✓ An award may be made to a previous winner if subsequent contributions justify doing so.

Award Selection

Who Selects the Winner: A committee of CLFLWD Board members, staff, consultants, and Citizen Advisory Committee members.

The Form of the Recognition: Winners will be presented a plaque at the annual CLFLWD State of the Watershed event in April. Additionally, a press release with pictures and information about the award recipients will be sent to local newspapers and other outlets for publication.

Questions: Contact the CLFLWD office for questions via email: info@clflwd.org or phone: (651) 395-5850.

The Mission of the Comfort Lake - Forest Lake Watershed District is to protect and improve its water resources through adaptive management approaches and education of local stakeholders.

Check our website, <http://www.clflwd.org/> for details.

Board of Managers

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Wayne S. Moe—Secretary Stephen W. Schmaltz—Treasurer Jackie M. McNamara—Assistant Treasurer



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CLFLWD Watershed Legacy Awards – Nomination Form

Nominating (choose one of the following):

Residential Landowner

Agricultural Landowner

Community or Organization

Business or Commercial

(Submit additional pages as needed, or complete the online form on the CLFLWD.org website.)

Name of individual, business, organization, or community group that is being nominated (you may nominate yourself or someone else):

Describe what this person or group has done to benefit CLFLWD waterbodies. Please include when the contribution occurred and what waterbody was impacted:

Please list any references who would know about the nominee's contribution and results (provide name and contact information). Also, please attach any documents that would support your nomination (newspaper articles, photographs, etc.)

Where may we contact you if we have questions about your nomination?

Your Name:

Your Address:

Your Telephone Number:

Your Email Address:

Send completed nomination form by November 15:

By mail: CLFLWD, 44 Lake Street South, Suite A, Forest Lake, MN 555025 or by e-mail: info@clflwd.org.

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