



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Date: July 28, 2026
To: CLFLWD Board of Managers
From: Mike Kinney, District Administrator
Subject: State of the Watershed Planning



District Wide

Background/Discussion:

District staff continue to work on planning and logistics for the 2026 State of the Watershed (SOTW) event to be held September 29th at the Forest Lake American Legion from 5:00 PM to 7:30 PM. Below is the updated general outline and planning information for the event.



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2026 State of the Watershed Event

Background

- Annual event highlighting the CLFLWD programs, projects, and accomplishments.

Event Summary

- **Date:** Tuesday, September 29
- **Time:** 5:00 pm – 7:30 pm
- **Location:** Forest Lake American Legion
- **Attendance:** Planning and budgeting for 100 people (able to adjust if needed)
- **Budget:** ~\$6,000
- **Agenda**
 - 5:00 – 5:30 p.m., social ½ hour
 - 5:30 – 6:30 p.m., presentations and program
 - 6:30 – 7:15 p.m., buffet-style meal and mingling
 - 7:15 – 7:30 p.m., Watershed Champion Awards

Invites / RSVPS

- **Invites:**
 - Formal Invites to be mailed out and posted August 3rd with RSVP deadline of September 18th
 - Counties, agencies, lake associations, partner organizations, general public
 - Flyers posted throughout the CLFLWD at business and community locations (first and last week of August)
 - Social media posts (first week of August and ongoing)
 - Partner promotion and posting (ongoing)
 - Press releases (August 3 and August 17)