



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Date: August 17, 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 event to be held September 29th at the Forest Lake American Legion from 5:00 to 7:30 p.m. Below is the updated general outline and planning information for the event.

District staff met with and discussed the event with the venue staff to look at further reductions for the venue costs as directed by the Board.

An updated budget for the event is as follows:

Food/Venue - \$2,800

Watershed Champion Award Program - \$500

In-house Printing and Misc. Supplies - \$200

Estimated Total: \$3500

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:** ~\$3,500
- **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