



Heart of the Valley METROPOLITAN SEWERAGE DISTRICT

Heart of the Valley MSD Monthly Report for January 11, 2022

Work completed in December / January:

- Continued development of Community Outreach Plan materials, including:
 - Whiteboard / explainer video
 - Project Announcement news release
 - Letters to municipal members to share project updates to website and social media
 - Initial copy for municipal member website and social media posts
 - Letters to municipalities to schedule presentations
 - Letters to community groups to schedule presentations
- Updated Task & Timeline
- Monitored media coverage
- Drafted Monthly Report

Coming up in January / February:

- Outreach to municipalities to schedule presentations
- Distribution of Project Announcement news release
- Distribution of letters to municipal members and schedule presentations
- Distribution of letters to municipal members with website copy and social media posts
- Completion of whiteboard / explainer video
- Draft column for Appleton Post-Crescent and/or Kaukauna Times Villager
- Continue working with Timios on plan for website redesign
- Monthly update meeting
- Update Task & Timeline
- Monitor media coverage
- Draft Monthly Report