



## Heart of the Valley METROPOLITAN SEWERAGE DISTRICT

### ***Heart of the Valley MSD Monthly Report for April 9, 2024***

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#### ***Work performed in March/April***

- Monthly meeting with HOVMSD 3/19
- Attended Interceptor pre-construction meeting 3/27
- Drafted/distributed spring update news release 3/29
- Distributed April social media and spring update news release to member communities 3/29
- Sent proposed trail closure signage copy to John in Kaukauna for review/comment 3/29
- Sent proposed doorhanger copy to John in Kaukauna for review/comment 3/29
- Ordered Kaukauna trail closure signage 4/1
- Sent updated Community Updates document to HOVMSD for website 4/2
- Sent draft Effluent Disc whiteboard video to HOVMSD for review 4/2
- Updated Task and Timeline 4/2
- Drafted Monthly Report 4/2
- Monitored media coverage (ongoing)

#### ***Coming up in April/May***

- Create business cards for use by construction teams with project phone number, email address and website
- Review and update project webpage and related downloadable documents
- Draft Effluent Disc Filter news release for water through the filters/testing
- Complete Effluent Disc Filter whiteboard video
- Prepare for boating safety signage
- Draft boating safety article, news release, brochure and social media posts
- Draft and distribute May social media to municipal members
- Draft PowerPoint presentation for community meeting
- Create Interceptor FAQ whiteboard video
- Complete facility brochure
- Planning for Effluent Disc Filter open house/media tour
- Monthly meeting with HOVMSD 4/16
- Update Task and Timeline
- Monitor media coverage
- Draft Monthly Report