



520 Lafayette Road North  
St. Paul, MN 55155-4194

# Watershed semi-annual report for reporting year 2019

Doc Type: Semi-Annual Report

Please complete and submit to your project manager.

Reporting Period:  January 1 through June 30 (Due August 1)  
 July 1 through December 31 (Due February 1)

All information is required by the U.S. Environmental Protection Agency (EPA) and the Minnesota Pollution Control Agency (MPCA). Do not leave blanks (unless otherwise noted). This report form can be typed using your computer. Use the "tab" key to move through the fields of this form. Enter responses using text and check boxes as indicated. Keep a copy for your records.

## I. General report information

1. Project title: Cottonwood-Redwood Pre-WRAPs
2. Project sponsor (Grantee): Redwood-Cottonwood Rivers Control Area
3. Contact name: Kerry Netzke
4. Email address: kerry.netzke@rcrca.com
5. Funding:  319  CWP Loan  Clean Water Fund  Other: \_\_\_\_\_
6. Contract number: 118176
7. MPCA Project Manager: Mike Weckwerth
8. Effective date (mm/dd/yyyy): 2/21/2017 Expiration date (mm/dd/yyyy): 6/30/2020

## II. Semi-annual report information

1. Project activities completed during last six (6) months according to the program objectives or tasks (please be specific):

Objective 1: Project Planning and Objective 2: Public Participation Process

RCRCA staff coordinated a Local Work Group (LWG) meetings in January, February, March, April - Professional Judgment Group) and May 2019. No June meeting due to busy schedules and conflicts.

Objective 3: Project Administration

Invoice 7 for the Oct-Dec quarter was submitted for payment on 1/7/2019 and Invoice 8 for the Jan-Mar quarter was submitted on 4/16/2019. Semi-Annual Report for the July - December 2018 period was submitted on 1/7/2019. Time tracking and LWG organizations were completed.

Objective 4: Gap Monitoring

This task is complete.

2. List all products (documents, pamphlets, videos, maps, etc.) produced in this reporting period:

Invoices 7 and 8 were prepared and the July-Dec 2018 Semi-Annual Report. Agendas, minutes and any handouts are prepared for LWG meetings and copies provided to meeting attendees.

3. Challenges faced (optional):

None.

4. Summary of monitoring data collected (if applicable):

N/A

- 4a. Have all monitoring stations been established in EQuIS?  Yes  No  N/A
- 4b. Are the data being routinely submitted for storage into EQuIS?  Yes  No  NA  
 if yes, last submittal date (mm/dd/yyyy): \_\_\_\_\_
5. Are the Best Management Practices data being annually entered into eLINK?  Yes  No  N/A  
 if yes, date last entered (mm/dd/yyyy): \_\_\_\_\_

6. Describe specific (quantifiable, if possible) results achieved during this period:

N/A

Phosphorus Load Reduction: \_\_\_\_\_ lbs./year

Nitrogen Load Reduction: \_\_\_\_\_ lbs./year

Sediment Load Reduction: \_\_\_\_\_ lbs./year

7. Did the MPCA execute a change order or amendment for this project during this reporting period? No  Yes

If yes, summarize those changes:

Amendment #2 was executed 3/15/2019 which extended the term of grant to June 30, 2020. The remaining funds in Obj. 4C was moved to Obj. 3B.

8 List anticipated program objectives or tasks to be completed during the next six (6) months please be specific):

The LWG will continue to meet almost monthly to review the draft TMDLs and WRAPS work progress by Wenck Associates. With newly identified impairments for both watersheds, a second draft of the TMDL reports will be presented to the LWG for additional review/comment. LWG will continue to provide and review information for the subwatershed analyses. This grant will continue to cover the expenses of the LWG and for RCRCA coordination of the efforts.

### III. Expenditure information for this period

Provide a copy of your workplan budget showing cumulative expenditures and budget balances by workplan objective and task. Also, fill out the summary below.

Expenditure report attached

Complete the table below:

	Amount
Total grant amount	\$77,000
Total match amount (if applicable)	
<b>Total project amount</b>	<b>\$77,000</b>
Grant expenditures this period	\$11,962.78
Match expenditures this period (if applicable)	
Cumulative grant expenditures to date	\$70,684.20
Cumulative match expenditures to date (if applicable)	
<b>Total cumulative expenditures to date</b>	<b>\$70,684.20</b>

Date form completed (mm/dd/yyyy): 7/25/2019

**SEMI-ANNUAL REPORT BUDGET EXPENDITURES**  
**Pre-Watershed Restoration and Protection Strategies (WRAPS)**

Project Title: Cottonwood Redwood Pre-WRAPS  
Contract Period: February 21, 2017 - June 30, 2020  
Project Manager Name: Kerry Netzke, RCRCA  
MPCA Project Manager Name: Mike Weckwerth

Original Grant Amount \$77,000.00  
10% Retainage Amount \$7,700.00  
MPCA Grant Funds Available \$69,300.00

Report Date: 7/25/2019  
Reporting Period: 1/1/2019 - 6/30/2019

Cost Category	Unit	Rate	Qty after CO#2	Total Grant Cash after CO#2	Feb-Jun 2017 Grant Expended	July-Oct 2017 Grant Expended	Oct-Dec 2017 Grant Expended	Jan-June 2018 Grant Expended	July-Dec 2018 Grant Expended	Jan-Jun 2019 Grant Expended	Total Grant Expended	Total Budget Remaining
<b>OBJECTIVE 1 - Project Planning</b>												
Task A - Coordination												
1A - RCRCA Staff		\$58.00 /hr.	311.00	\$18,038.00	\$2,639.00	\$2,334.50	\$928.00	\$1,160.00	\$7,656.00	\$3,320.50	\$18,038.00	\$0.00
1B - County Staff		\$40.00 /hr.	175.00	\$7,000.00	\$1,300.00	\$1,220.00	\$400.00	\$1,066.00	\$220.00	\$2,794.00	\$7,000.00	\$0.00
1C - SWCD Staff		\$40.00 /hr.	175.00	\$7,000.00	\$1,900.00	\$1,240.00	\$520.00	\$2,220.00	\$440.00	\$680.00	\$7,000.00	\$0.00
<b>OBJECTIVE 1 - TOTAL</b>				<b>\$32,038.00</b>	<b>\$5,839.00</b>	<b>\$4,794.50</b>	<b>\$1,848.00</b>	<b>\$4,446.00</b>	<b>\$8,316.00</b>	<b>\$6,794.50</b>	<b>\$32,038.00</b>	<b>\$0.00</b>
<b>OBJECTIVE 2 - Public Participation Process</b>												
Task B - Stakeholder Planning												
2A - RCRCA Staff		\$58.00 /hr.	290.00	\$16,820.00	\$928.00	\$0.00	\$928.00	\$2,610.00	\$4,480.50	\$3,871.50	\$12,818.00	\$4,002.00
2B - County Staff		\$40.00 /hr.	145.00	\$5,800.00	\$880.00	\$0.00	\$380.00	\$1,096.00	\$720.00	\$506.00	\$3,582.00	\$2,218.00
2C - Staff		\$40.00 /hr.	145.00	\$5,800.00	\$980.00	\$0.00	\$460.00	\$2,120.00	\$2,140.00	\$100.00	\$5,800.00	\$0.00
<b>OBJECTIVE 2 - TOTAL</b>				<b>\$28,420.00</b>	<b>\$2,788.00</b>	<b>\$0.00</b>	<b>\$1,768.00</b>	<b>\$5,826.00</b>	<b>\$7,340.50</b>	<b>\$4,477.50</b>	<b>\$22,200.00</b>	<b>\$6,220.00</b>
<b>OBJECTIVE 3 - Administration</b>												
Task A - Organization and Oversight												
3A - RCRCA Staff		\$58.00 /hr.	104.00	\$6,032.00	\$580.00	\$0.00	\$551.00	\$1,058.50	\$3,190.00	\$652.50	\$6,032.00	\$0.00
3B - Mileage	Commissioners Rate	/mi		\$634.00	\$0.00	\$10.70	\$38.52	\$189.64	\$261.06	\$38.28	\$538.20	\$95.80
<b>OBJECTIVE 3 - TOTAL</b>				<b>\$6,666.00</b>	<b>\$580.00</b>	<b>\$10.70</b>	<b>\$589.52</b>	<b>\$1,248.14</b>	<b>\$3,451.06</b>	<b>\$690.78</b>	<b>\$6,570.20</b>	<b>\$95.80</b>
<b>OBJECTIVE 4 - Gap Monitoring</b>												
Task A - Sample Collection												
4A - RCRCA Staff		\$58.00 /hr.	79.50	\$4,611.00	\$609.00	\$1,363.00	\$319.00	\$0.00	\$2,320.00	\$0.00	\$4,611.00	\$0.00
4B - Mileage	Commissioners Rate	/mi		\$130.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130.00	\$0.00	\$130.00	\$0.00
4C - Lab Analysis				\$5,135.00	\$629.50	\$1,979.00	\$0.00	\$669.00	\$1,857.50	\$0.00	\$5,135.00	\$0.00
<b>OBJECTIVE 4 - TOTAL</b>				<b>\$9,876.00</b>	<b>\$1,238.50</b>	<b>\$3,342.00</b>	<b>\$319.00</b>	<b>\$669.00</b>	<b>\$4,307.50</b>	<b>\$0.00</b>	<b>\$9,876.00</b>	<b>\$0.00</b>
<b>OBJECTIVE 1 - TOTAL</b>				<b>\$32,038.00</b>	<b>\$5,839.00</b>	<b>\$4,794.50</b>	<b>\$1,848.00</b>	<b>\$4,446.00</b>	<b>\$8,316.00</b>	<b>\$6,794.50</b>	<b>\$32,038.00</b>	<b>\$0.00</b>
<b>OBJECTIVE 2 - TOTAL</b>				<b>\$28,420.00</b>	<b>\$2,788.00</b>	<b>\$0.00</b>	<b>\$1,768.00</b>	<b>\$5,826.00</b>	<b>\$7,340.50</b>	<b>\$4,477.50</b>	<b>\$22,200.00</b>	<b>\$6,220.00</b>
<b>OBJECTIVE 3 - TOTAL</b>				<b>\$6,666.00</b>	<b>\$580.00</b>	<b>\$10.70</b>	<b>\$589.52</b>	<b>\$1,248.14</b>	<b>\$3,451.06</b>	<b>\$690.78</b>	<b>\$6,570.20</b>	<b>\$95.80</b>
<b>OBJECTIVE 4 - TOTAL</b>				<b>\$9,876.00</b>	<b>\$1,238.50</b>	<b>\$3,342.00</b>	<b>\$319.00</b>	<b>\$669.00</b>	<b>\$4,307.50</b>	<b>\$0.00</b>	<b>\$9,876.00</b>	<b>\$0.00</b>
<b>GRAND TOTAL</b>				<b>\$77,000.00</b>	<b>\$10,445.50</b>	<b>\$8,147.20</b>	<b>\$4,524.52</b>	<b>\$12,189.14</b>	<b>\$23,415.06</b>	<b>\$11,962.78</b>	<b>\$70,684.20</b>	<b>\$6,315.80</b>