

WPLMN/IWM Interim Progress Report

Watershed Pollutant Load Monitoring Network (WPLMN) Intensive Watershed Monitoring (IWM)

Doc Type: Contracts Interim Report

**Instructions on page 6.
Due February 1, annually**

 Submittal date: 1/14/2026
 (mm/dd/yyyy)

 Approval date: _____
 (mm/dd/yyyy)

 WPLMN Project Manager approver: Diana Macziewski

For joint WPLMN/

IWM projects: Approval date: _____ IWM Project Manager approver: _____
 (mm/dd/yyyy)

I. Project information

 Project title: Redwood-Cottonwood Watershed Pollutant Load Monitoring Network Project

 TEMPO Agency Interest ID: 191308 TEMPO Activity ID: PRO20240005

 SWIFT number: 252967

Local partner information:

 Organization name: Redwood-Cottonwood Rivers Control Area (RCRCA)

 Primary contact name: Kerry Netzke Phone: 507-532-1325 Email address: kerry.netzke@rcrca.com

Reporting period:

 Start date: 1/1/2025 End date: 12/31/2025
 (mm/dd/yyyy) (mm/dd/yyyy)

Additional Details:

 Name of eligible laboratory: Minnesota Valley Testing Laboratories, Inc.

 How many full-time equivalents (FTEs) worked on this project in the report period (hours/2,088 hours): 0.22

II. Activities completed

1. **Please list activities completed during the report period under the current contract.** Include task level detail as appropriate. Refer to the instructions on the last page for an example. (Insert more rows as needed by hitting the tab key in the last row/column.)

| Objective/task | Description |
|------------------------------|--|
| Project Oversight: Task B | WPLMN budget was tracked with invoices and receipts submitted quarterly to MPCA. Current grant funding expenditure is 42%. |
| Project Oversight: Task C | IPR was completed and submitted to MPCA on 1/16/2025. Approved report is posted to www.rcrca.com. |
| Project Oversight: Task D | Primary sampler attended 18 of the 21 conference calls held in 2025. |
| Stream Monitoring: Task A | Prepared for monitoring season to ensure all equipment and supplies were on hand, reviewed SOPG and retained transport permit in both RCRCA vehicles. A new mini refrigerator and thermometer were purchased as the former refrigerator was no longer cooling stored samples adequately. |
| Stream Monitoring: Task B | Calibrated DO, pH and Conductivity probes per SOP. Calibrations and maintenance were documented. Field Meter calibration log was submitted on 11/5/2025. |

| | |
|------------------------------|---|
| Stream Monitoring: Task C | Collected 105 samples from the Tier 3 subwatershed sites from 1/1/2025 through 12/31/2025. Collected 106 samples from the Tier 3 major watershed and basin sites from 1/1/2025 through 12/31/2025. 7 field replicates or equipment blanks were collected during this time. Chain of Custody forms completed for all samples collected. TKN analysis has been suspended since 8/27/2024. |
| Stream Monitoring: Task D | Collected field meter measurements, transparency data, and photos from each site. Recorded data logger readings, error range, control conditions and water level information. |
| Data Management: Task A | Submitted field meter measurements, transparency data, photos, visual observations via GoCanvas usually by the 1 st and 15 th of each month. Some late submissions due to sampling schedules. |
| Data Management: Task B | Reviewed laboratory results from MVTL for accuracy and tracked EDD submittals. |
| Data Management: Task C | Obtained FLUX 32 input files for 6 sites with 2022 data and 5 sites with 2023 data and calculated loads. Submitted pollutant load data to MPCA Project Manager and participated in 8 FLUX verification meetings covering 11 sites. |

2. If SWAG monitoring was included in this contract, describe any missed sampling details and any noteworthy site conditions that would be helpful when assessing the data. Refer to the instructions on the last page for an example. (Insert more rows as needed by hitting the tab key in the last row/column.)

| EQIS ID | Sampling requirements fulfilled? Type Yes or No below: | Comments |
|---------|---|----------|
| | | |
| | | |
| | | |
| | | |

3. Please answer the following questions relating to the deliverables for the project. If deadlines were missed, please provide comments. Dates should be entered in the mm/dd/yyyy format.

a. Quality Assurance Project Plan (only applies to state university labs)

Approval date: _____

Was the QAPP revised during this reporting period? Yes No

Revised date: _____ Reason for revision(s): _____

b. Was the WPLMN field meter calibration log submitted by January 1? Yes No

If no, submittal date: _____ Comments: _____

c. Were WPLMN GoCanvas submissions completed by the 1st and 15th of each month (check one)?

Rarely (9+ missed deadlines) Sometimes (3-8 missed deadlines)

Almost always (1-2 missed deadlines) Always

Comments: .Mid-June to mid-July stops were not input in GoCanvas until late July due to heavy sampling schedule. As low as 4 stops and up to 10 stops covered at various sites.

d. Please list the submittal dates (in the reporting year) for the WPLMN field sheets, field books, and extra pictures. Put 'NA' in Comments if there are no records or pictures to submit.

Deadline January 1: Submittal date (mm/dd/yyyy): 1/7/2026 Comments: For all of these deadlines:

Deadline May 1: Submittal date (mm/dd/yyyy): 5/5/2025 Comments: Data was scanned and sent via email at the first opportunity.

Deadline August 1: Submittal date (mm/dd/yyyy): 8/5/2025 Comments: Data was not sent earlier as these were the first days in the Marshall office since

Deadline November 1: Submittal date (mm/dd/yyyy): 11/5/2025 Comments: before the deadlines. The data was incomplete until after deadlines.

e. Were pollutant loads submitted by deadline (within 60 days of receiving the .xml)?

Rarely Sometimes Almost Always Always Not Applicable

Comments: All FLUX loads were calculated and submitted by the 60-day deadline.

f. Were project staff able to attend the check in telephone conferences during the reporting period?

- Rarely (9+ missed meetings) Sometimes (3-8 missed meetings)
 Almost always (1-2 missed meetings) Never missed a meeting

Comments: Staff attended 18 of 21 teleconferences in 2025. Two of the missed calls were due to sampling activities and the other missed call was due to scheduled time off.

g. Please list the submittal dates (*in the reporting year*) for the SWAG deliverables.

| | | | |
|-----------------|------------------------------|-------------------|--|
| Field data | Submittal date (mm/dd/yyyy): | <u>10/28/2025</u> | Comments: <u>Sent to Kerry to send in w/ SWAG report</u> |
| Laboratory data | Submittal date (mm/dd/yyyy): | <u>10/7/2025</u> | Comments: <u>Submitted form: wq-s5-04.xls</u> |
| Photos | Submittal date (mm/dd/yyyy): | <u>10/7/2025</u> | Comments: <u>Uploaded to sharebase link</u> |
| Calibration log | Submittal date (mm/dd/yyyy): | <u>10/28/2025</u> | Comments: <u>Sent to Kerry to send in w/ SWAG report</u> |

4. Was a backup sampler used to collect any of the samples? Yes No

If yes, please describe when, who, if they were trained, and any other details:

Kerry Netzke - trained backup sampler - collected samples on 5/23/2025, 8/17/2025 and 8/18/2025.

5. Were you comfortable with your level of training and current ability to complete the obligations of your workplan?

Yes

6. Describe in detail any problems, delays, or difficulties that occurred in fulfilling the requirements of the workplan. How did you resolve these problems?

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7. Were there any change orders and/or amendments to the contract and workplan? Yes No

If yes, copy the change order or amendment language here:

8. Please provide any constructive feedback regarding the WPLMN (training, deliverables, deadlines, program directives):

Flexibility with the submittal deadlines is appreciated, especially when due dates fall within a busy sampling period. Other sampling programs (SWAG, MDA, Discovery Farms) take priority over data submittals when samples need to be collected and delivered to MVTL. RCRCA attempts to meet these deadlines as much as possible given the current sampling workload.

III. Budget Information

Please copy the information on the Invoice tab from the Microsoft Excel Invoice workbook and paste into this Interim Progress Report template. See Instructions for details. If budget information does not encompass all expenditures through December 31, please provide the date in the Comments. The documented amounts should be within 30 days of December 31.

| Line item | MPCA funds awarded | MPCA funds expended prior to this invoice | MPCA funds expended this invoice | MPCA funds expended | Balance | Budget expended (%) |
|--|---------------------|---|----------------------------------|---------------------|--------------------|---------------------|
| Personnel | \$62,741.88 | \$25,353.66 | \$2,979.15 | \$28,332.81 | \$34,409.07 | 45% |
| Laboratory, Equipment/Supplies, Shipping | \$41,703.12 | \$12,832.73 | \$1,289.69 | \$14,122.42 | \$27,580.70 | 34% |
| Travel (Mileage, Lodging & Meals) | \$10,072.00 | \$4,722.09 | \$401.80 | \$5,123.89 | \$4,948.11 | 51% |
| Total: | \$114,517.00 | \$42,908.48 | \$4,670.64 | \$47,579.12 | \$66,937.88 | 42% |

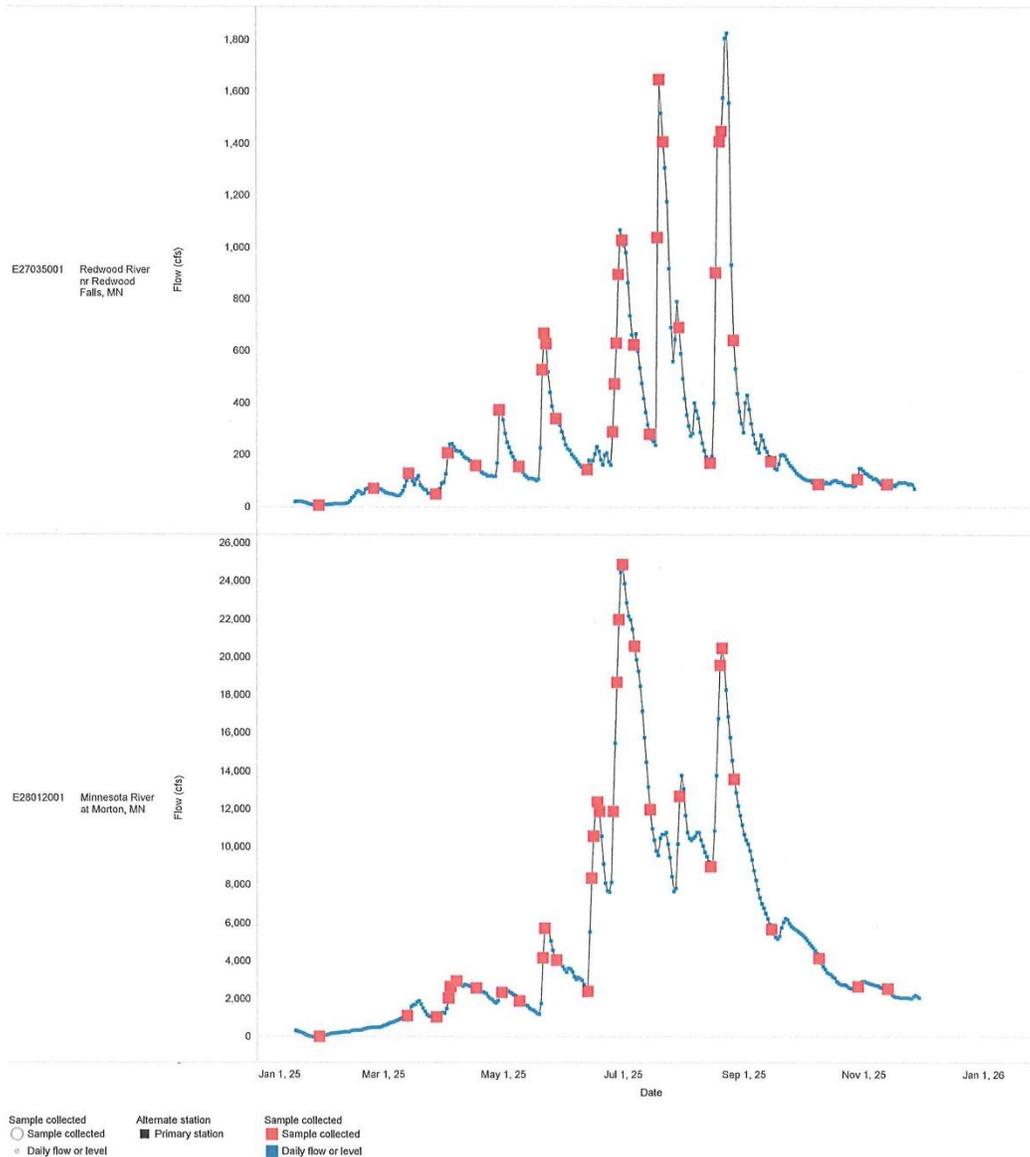
Comments:

IV. Hydrographs

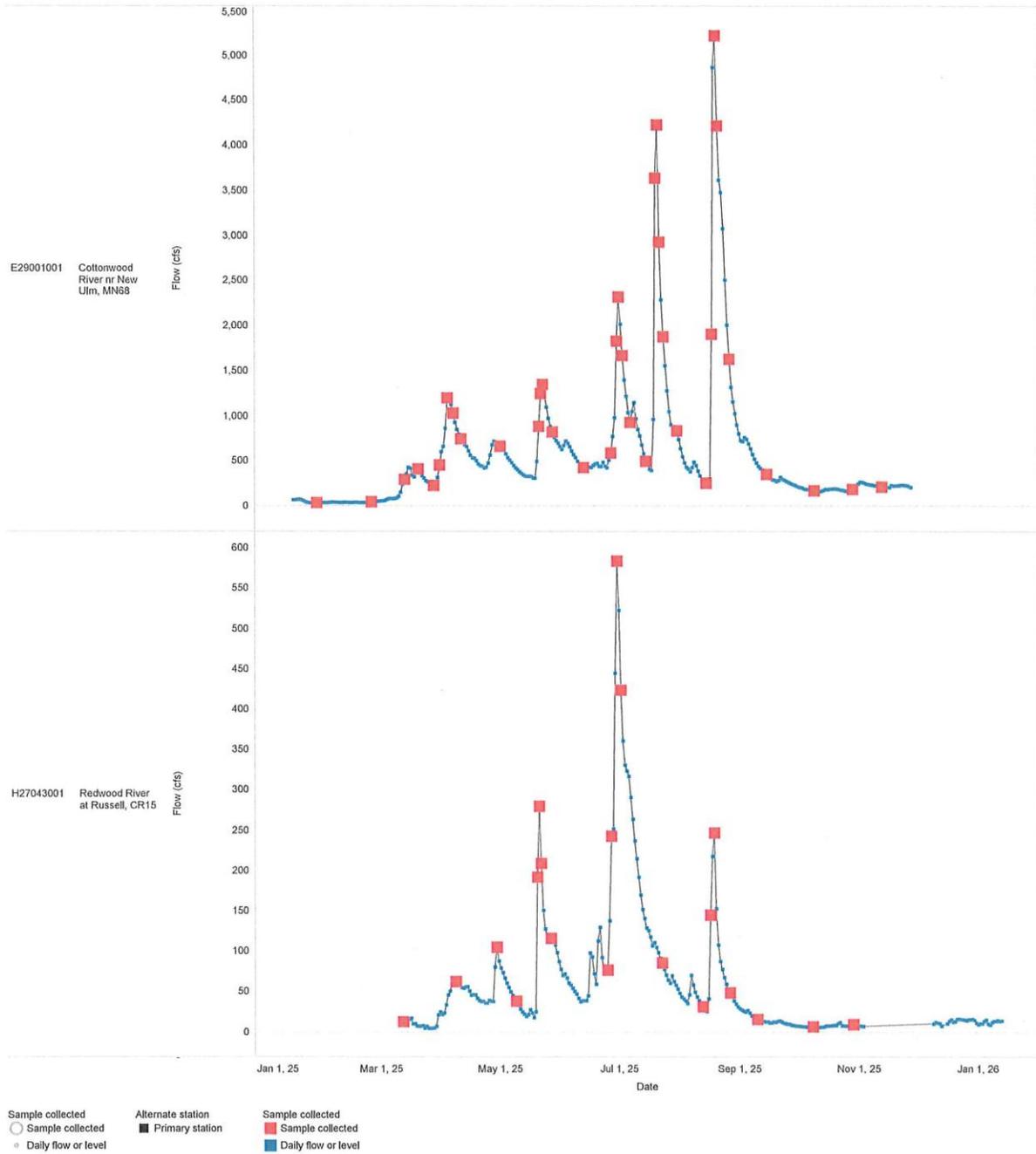
Please note hydrographs are provisional.

Comments:

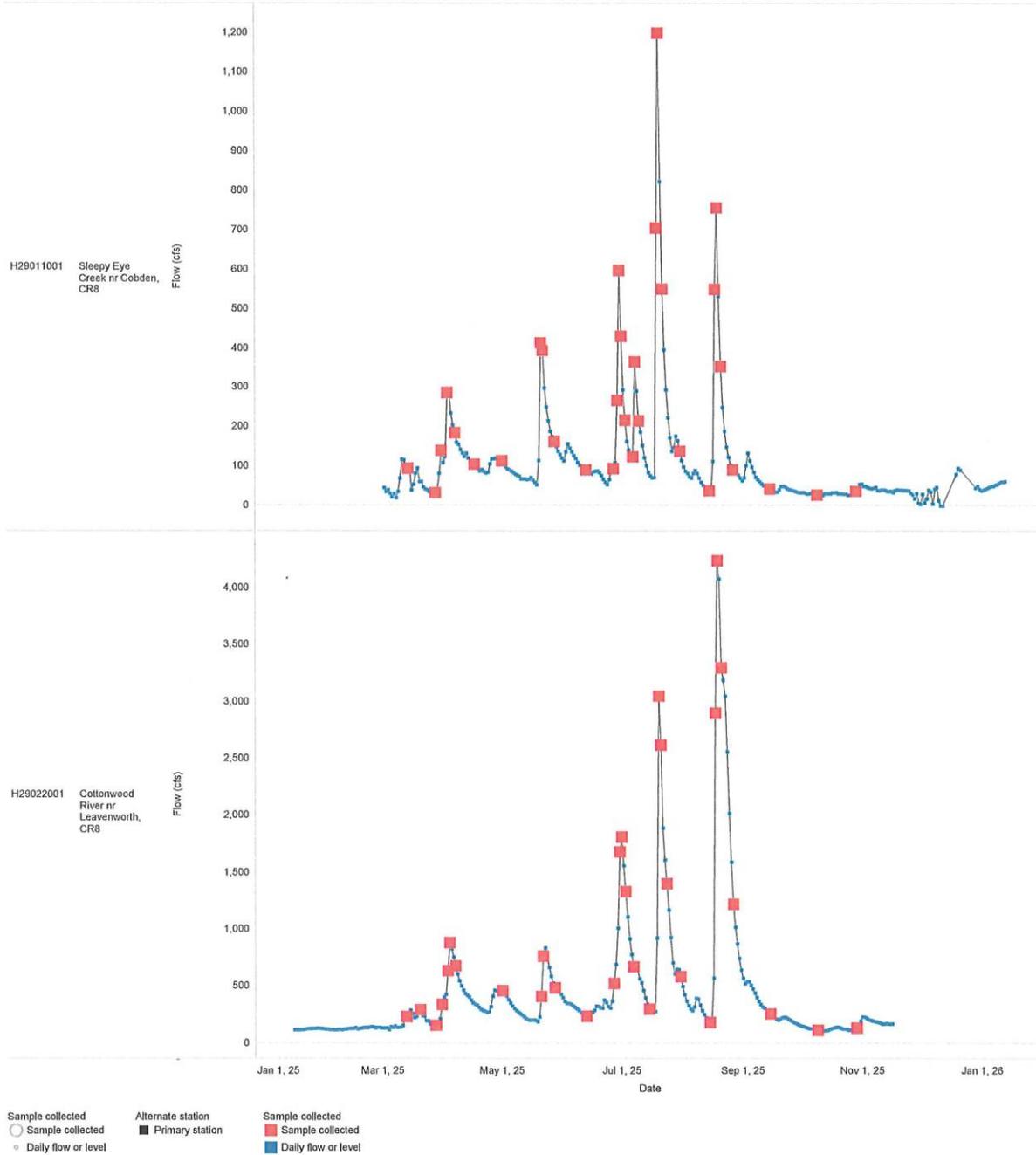
Watershed Pollutant Load Monitoring Network (WPLMN) sample hydrograph and field data viewer - Data for previous 12 months
Tableau loaded data at 1/14/2025 2:12:03 PM.



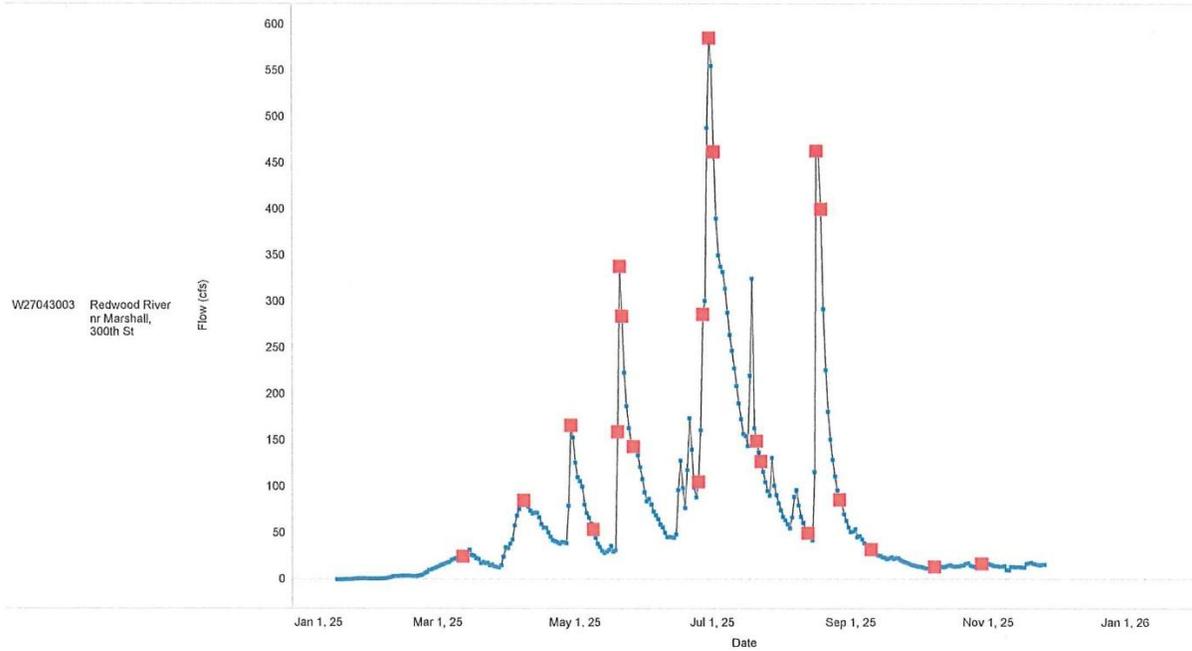
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Sample collected ○ Sample collected
 Daily flow or level ● Daily flow or level
 Alternate station ■ Primary station
 Sample collected ■ Sample collected
 Daily flow or level ■ Daily flow or level