

**Instructions are at the end of the form.
Due December 31 of final contract year.**

Project information

Project title: RCRCA Middle Minnesota Surface Water Assessment Grant FY24

TEMPO Agency Interest ID: 190053 TEMPO Activity ID: PRO20230003

SWIFT number: 242493 Purchase order number: _____

Local partner information:

Organization name: Redwood-Cottonwood Rivers Control Area

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

Reporting period:

Start date: 01/01/2025 End date: 12/31/2025
(mm/dd/yyyy) (mm/dd/yyyy)

Project location:

Basin (check all that apply):

Red River Rainy River Lake Superior Minnesota Lower Mississippi St. Croix Upper Mississippi

Major watershed(s): Minnesota-Mankato Hydrologic unit code(s): 07020008

Name of eligible laboratory: Minnesota Valley Testing Laboratories, Inc. (MVTL) - New Ulm, MN

How many full-time equivalents (FTEs) worked on this project in the report period (hours/2,088 hours): 0.09

Section I – Workplan

1. Were the following deliverables submitted to the Minnesota Pollution Control Agency (MPCA) by the due dates listed within your workplan?

All Field and Laboratory Data Yes No Date submitted (mm/dd/yyyy): 10/7/2025

All Stream Photos (if applicable) Yes No Date submitted (mm/dd/yyyy): 10/7/2025 upload

Interim Progress Report and Year 1 calibration logs Yes No Date submitted (mm/dd/yyyy): 1/21/2025

2. Describe the details of stream and/or lake monitoring for the first contract year within Table 1. Indicate yes or no for the completion of all tasks for each of your monitoring locations. Explain the details of missing or incomplete tasks within the comments field for each site designated as "no". This includes, but is not limited to...

- No flow
- Access not possible
- Adverse site conditions
- Missing water samples or field meter observations (indicate specific parameters) and reasons why.
- Missed QA/QC monitoring.
- Samples not shipped on time or the occurrence of a temperature exceedance.

Additionally, within the comments field provide details regarding noteworthy or adverse site conditions to provide assessment staff with additional site information. This includes, but is not limited to...

- Drought or low flow.
- Construction
- High waterfowl activity or beaver impoundments
- Notable presence of wetlands
- Feedlot/livestock activity
- Impervious surfaces

Add rows as necessary by placing cursor in the last row of last column and hit tab.

Table 1. Monitoring summary

IS ID	Scheduled Sampling		Actual Sampling		Comments
	Parameter	No.	Parameter	No.	
S005-625 Spring Creek	TSS	5	TSS	5	7/24/2025 – The DO probe would not read during the sampling run. This was likely due to low battery as the meter/probe (DO) worked fine the next time they were used (8/14/2025) after the batteries were replaced. The DO reading must have taken too much power to perform. The DO probe did read the Temp but would not provide a DO reading. The other probes worked fine.
	TP	9	TP	9	
	Chlorophyll-a	8	Chlorophyll-a	8	
	Secchi, pH, Temperature, Conductivity, DO	9	Secchi, pH, Temperature, Conductivity, DO	9	
	E.coli	6	E.coli	6	
	Chloride Hardness	1 1	Chloride Hardness	1 1	
S005-628 Crow Creek	TSS	5	TSS	5	7/24/2025 – The DO probe would not read during the sampling run. This was likely due to low battery as the meter/probe (DO) worked fine the next time they were used (8/14/2025) after the batteries were replaced. The DO reading must have taken too much power to perform. The DO probe did read the Temp but would not provide a DO reading. The other probes worked fine.
	TP	5	TP	5	
	Secchi, pH, Temperature, Conductivity, DO	8	Secchi, pH, Temperature, Conductivity, DO	8	
	E.coli	6	E.coli	6	
	Chloride	1	Chloride	1	
	Hardness	1	Hardness	1	
S008-553 Wabasha Creek	TSS	5	TSS	5	7/24/2025 – The DO probe would not read during the sampling run. This was likely due to low battery as the meter/probe (DO) worked fine the next time they were used (8/14/2025) after the batteries were replaced. The DO reading must have taken too much power to perform. The DO probe did read the Temp but would not provide a DO reading. The other probes worked fine.
	TP	9	TP	9	
	Chlorophyll-a	8	Chlorophyll-a	8	
	Secchi, pH, Temperature, Conductivity, DO	9	Secchi, pH, Temperature, Conductivity, DO	9	
	E.coli	6	E.coli	6	
	Chloride Hardness	1 1	Chloride Hardness	1 1	

3. Were you successful in fulfilling the measures for success using the methods detailed within your workplan?

Completed the outlined sample and data collection for the 3 identified sites within Brown County and Redwood County.

Provided hands-on sampling training to Brown SWCD staff for future monitoring opportunities.

Adhered to Quality Assurance/Quality Control (QA/QC) sampling and field monitoring procedures at all sampling sites.

Calibrated probes and documented according to the Stream Monitoring SOPs. Properly maintained all other equipment.

Reviewed collected data for completeness and accuracy. Reviewed EQUIS data submitted by MVTL for accuracy.

Participated in monthly check-in meetings with MPCA Project Manager.

Tracked project expenses and overall budget. Submitted invoices on a quarterly basis.

Submitted calibration logs and stream photos by the November 1, 2024 and November 1, 2025 due dates.

Submitted Interim Progress Report on January 21, 2025 (late).

Submitted Final Progress Report by the December 31, 2025 due date.

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

If yes, summarize the changes(s).

Section III – Budget

5. Were there any changes to your budget? If yes, describe the related change order(s) and/or amendments.

No.

Please Copy and paste the information from the invoice tab of the final SWAG Reimbursement Request spreadsheet. If budget information does not encompass all expenditures through December 31, please provide the date. Note: Documented amounts must 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	\$10,250.00	\$8,032.16	\$2,211.28	\$10,243.44	\$6.56	100%
Laboratory, Equipment/Supplies, Shipping	\$7,950.00	\$7,649.52	\$0.00	\$7,649.52	\$300.48	96%
Travel (Mileage)	\$1,800.00	\$1,254.74	\$0.00	\$1,254.74	\$545.26	70%
Total:	\$20,000.00	\$16,936.42	\$2,211.28	\$19,147.70	\$852.30	96%