

Instructions on page 5.

 Submittal date: 8/9/2024
 (mm/dd/yyyy)

 Approval date: 8/12/2024 Minnesota Pollution Control Agency (MPCA) approver: Diana Macziewski
 (mm/dd/yyyy)

I. Project information

 Project title: RCRCA Watershed Pollutant Load Monitoring Network Project

 TEMPO Agency Interest ID: 191308 TEMPO Activity ID: PRO20200002

 SWIFT number: 186789

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: 1/1/2024 End date: 7/31/2024
 (mm/dd/yyyy) (mm/dd/yyyy)

Project location:

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

 How many full-time equivalents (FTEs) worked on this project in the report period (hours/2,088 hours): 288.75 / 2088 = 0.14

II. Activities completed

1. Please list activities completed during the reporting period. 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	Description
Task B	Tracked budget expenditures and prepared quarterly and a final invoice with documentation.
Task C	Prepared Interim Progress Report (IPR) and submitted on 1/19/2024.
Task C	Approved IPR posted to RCRCA's website. This report, upon approval, will also be posted.
Task D	Primary sampler attended 11 of 11 conference calls.
Task D	Mid-project review was conducted on 4/16/2024.
Task E	Sampling sites remained the same; no familiarization was needed.
Task E	No equipment purchased in 2024. Purchased supplies only consisted of ice.
Task E	Carried Permit to Appropriate and Transport Water for Water Quality Sampling in each vehicle.
Task E	Used AIS-specific sampling equipment in accordance with protocol for MN River near Morton site.
Task F	Reviewed laboratory results for errors within 5 days of receipt. Reruns of tests ordered as needed.
Task G	Calibrated DO, pH, and specific conductance probes per SOP during open water sampling.
Task G	Documented calibrations and maintenance in logbook and submitted field meter calibration log by January 1, 2024.

Task H	Collected 89 water quality samples and field information at the Tier 3 subwatershed sites from ice out through 7/1/2024. Sample counts by site: 15 at Redwood River at Russell, 15 at Redwood River near Marshall, 31 samples at Cottonwood River near Leavenworth, and 28 at Sleepy Eye Creek near Cobden. Ice out occurred around 2/22/2024 at Sleepy Eye, 2/24/2024 at Leavenworth and Russell while Redwood River near Marshall never fully iced over for these sites.
Task H	Collected 81 water quality samples and field information at the Tier 3 major watershed sites from ice out through 7/1/2024. Sample counts by site: 24 at Redwood River near Redwood Falls, 33 samples at Cottonwood River near New Ulm, and 24 at Minnesota River near Morton. Ice out occurred around 2/24/2024 at Morton, 2/27/2024 at Redwood Falls and never fully froze over at New Ulm.
Task H	Collected 1 field replicate at each major watershed site. Equipment blank has not yet been collected for this season. Collected 1 field replicate at 2 subwatershed sites: Cottonwood River near Leavenworth and Sleepy Eye Creek near Cobden. Replicates for Redwood River at Russell and Redwood River near Marshall are still needed.
Task I	Collected field measurements and observations at each visit. Recorded data in the field book and electronically using GoCanvas and submitted by the 1 st and 15 th of each month.
Task J	Obtained 2021 FLUX32 input files, calculated loads and verified calculations for all 7 sampling sites.

2. 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 (QAPP) approval date: 1/13/2021
- b. Was the QAPP revised during this reporting period? Yes No
Revised date: _____ Reason for revision(s): _____
- c. Was the field meter calibration log submitted by January 1? Yes No
If no, submittal date (mm/dd/yyyy): _____ Comments: _____
- d. Were 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: A very busy sampling season during late May and all of June resulted in missed deadlines.
- e. Please list the submittal dates (*in the reporting year*) for field sheets, field books, and extra pictures by deadline date.

Jan 1 (if applicable)*	Submittal date (mm/dd/yyyy): <u>1/16/2024</u>	Comments: _____
May 1	Submittal date (mm/dd/yyyy): <u>5/1/2024</u>	Comments: _____
August 1	Submittal date (mm/dd/yyyy): <u>7/31/2024</u>	Comments: _____
November 1	Submittal date (mm/dd/yyyy): _____	Comments: _____

*this would be previous year's data.
- f. If applicable, were pollutant loads submitted within 60 days of receiving the .xml?
 Rarely Sometimes Almost Always Always
Comments: One FLUX file was misplaced which went over the 60 days. All others were submitted on time.
- g. 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: _____

3. 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 May 24 (Sleepy Eye Creek near Cobden) and May 25 (Cottonwood River near Leavenworth and New Ulm).

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

Yes.

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

A large storm event which impacted all 7 sites occurred the last week of June. This expended the grant more quickly than anticipated and spurred Change Orders. Laboratory funds were depleted which caused monitoring to cease while the new contract and budget were developed. Excess Mileage funds remain in the grant that could not be utilized without Laboratory funds. RCRCA did collect samples on July 29 with MPCA picking up the laboratory costs. These samples are not included in the Section II, Task H sample counts.

6. Were there any change orders and/or amendments to the contract and workplan during this reporting period?

Yes No

If yes, summarize the changes:

CO5 was executed 4/24/2024 to move funds from Lodging (\$250), Meals (\$50) and Personnel (\$1,766.80) to Mileage. Total moved to Mileage was \$2,066.80.

Amendment 2 to SWIFT Contract No. 186789 was executed 6/26/2024 to extend the Expiration Date to 6/30/2025, revise staff rates, and revise budget totals for staff and mileage.

CO6 was executed 7/3/2024 to move funds from Personnel to Mileage (\$989.71), from Equipment to Laboratory (\$29.36), and from Personnel to Laboratory (\$724.24). Total moved was \$1,743.31.

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

III. Budget Information

Please copy the information on the Invoice tab from the Microsoft Excel Invoice workbook and paste into this Final Progress Report template. See Instructions for details.

Line item	MPCA funds awarded	MPCA funds expended prior to this invoice	MPCA funds expended this invoice	MPCA funds expended	Balance	Budget expended (%)
Personnel	\$65,275.12	\$51,645.97	\$13,624.37	\$65,270.34	\$4.78	100%
Laboratory	\$44,166.40	\$32,783.60	\$11,382.80	\$44,166.40	\$0.00	100%
Mileage	\$12,276.02	\$8,543.45	\$2,442.82	\$10,986.27	\$1,289.75	89%
Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
Meals	\$22.00	\$22.00	\$0.00	\$22.00	\$0.00	100%
Shipping	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
Equipment and supplies	\$2,877.46	\$2,830.59	\$46.87	\$2,877.46	\$0.00	100%
Total:	\$124,617.00	\$95,825.61	\$27,496.86	\$123,322.47	\$1,294.53	99%

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 8/12/2024 11:44:59 AM.

