



Please complete and submit to your project manager.

Reporting Period: [X] 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: West Fork Des Moines River Major Watershed Project Phase 2
2. Project sponsor (Grantee): Heron Lake Watershed District
3. Contact name: Jan Voit, District Administrator
4. E-mail address: jan.voit@mysmbs.com
5. Funding: [] 319 [] CWP [X] Clean Water Fund [] Other:
6. Contract number: 89268
7. MPCA Project Manager: Katherine Pekarek-Scott
8. Effective date (mm/dd/yyyy): 3/26/2015 Expiration date (mm/dd/yyyy): 6/30/2018

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. Task A. Sub-task 3. The workshops were held on March 26, 2015. Sponsors included Windom Education and Collaborative Center, Toro, MPCA, and the HLWD. Following the welcome and introductions, Karen Terry, University of Minnesota (UM) Extension gave a presentation entitled "Linking Land Use and Water Quality". Jan Voit gave a presentation entitled "WFDNR Watershed Project: TMDLS and WRAPS". Jon Lore, Minnesota Department of Natural Resources Watershed Specialist give a presentation entitled "Des Moines River Watershed Health Assessment". The Watershed Game was played by all attendees. The first workshop was held from noon to 4:00 p.m. There were 39 people in attendance. The second workshop was held from 5:00 p.m. to 9:00 p.m. There were 13 people in attendance.

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

- Media Release
Linking Land Use and Water Quality Workshop Flyer
TMDL and WRAPS Presentation
Lind Land Use and Water Quality Workshop Summary

3. Challenges faced (optional):

In November 2014, Katherine Pekarek-Scott, MPCA made a request for a Contract Specialist for the WFDNR Watershed Project – Phase 2. This was done as required by MPCA's contracting division. During December and January, work was done with the contract specialist to finalize the work plan. The final work plan and budget were submitted at the end of January 2015.

Throughout the month of February, Jan Voit made inquiries to Katherine Pekarek-Scott regarding the contract status. She in turn contacted St. Paul. When the month of March arrived, we still did not have a signed contract. Jan Voit contacted Katherine and reminded her of the Linking Land Use and Water Quality Workshops that were scheduled for March 26, 2015. The payment to the University of Minnesota for one of the workshops was part of the WFDNR Watershed Project – Phase 2 budget. Without a signed contract, the HLWD would be responsible for paying the bill.

On March 19, 2015, Jan Voit contacted Katherine again. She said she would follow up on March 20, 2015, which she did. The contract specialist was out of the office, so she contacted the person's supervisor. Work was done on the contract on

Friday and Saturday.

On Monday, March 23, 2015, Jan Voitl received the contract and signed the document in the SWIFT online system. The contract specialist said that she had contacted everyone else in the division that needed to sign the document and there should be no problem having a signed contract by March 24, 2015.

Katherine Pekarek-Scott and Jan Voit were at the same training workshops on March 24 and March 25, 2015. She checked email repeatedly throughout both days. Katherine made follow-up phone calls with the contracting division. In discussing the situation, it was determined that contact would be made with Representative Hamilton and Senator Weber if the contract was not signed by the end of the day on March 25, 2015.

On March 26, 2015, Jan Voit left voicemail messages and sent the following correspondence to Representative Hamilton and Senator Weber regarding the situation.

"The Heron Lake Watershed District is the lead organization for the West Fork Des Moines River Watershed Project. We began this with a year of pre-planning with the Minnesota Pollution Control Agency in 2014. The result of that year was the development of a work plan to guide our efforts over the next four years. A contract specialist with MPCA was secured in November. Draft plans were submitted and revisions made. The final packet was sent to MPCA in January of 2015. My local project manager has been making repeated contact with the contract division in St. Paul to ensure that our contract is routed and signed.

Our first education event for this project is scheduled to start at noon today (March 26, 2015). As of this writing, I do not have a signed contract. Without that contract, MPCA is expecting that the Heron Lake Watershed District will have to pay the \$1,500 fee for the workshop out of our own general operating funds.

If you could call MPCA today on our behalf, I would greatly appreciate it. Perhaps pressure from a legislator would assist in getting a signed contract. Gaylen Reetz is the contact person. His phone number is 651-757-2664."

Both Representative Hamilton and Senator Weber made calls on our behalf. Their calls made an impact. Jan Voit received a call from Mary Heininger, Management Analyst 4, MPCA, letting her know that the contract was signed. Gaylen Reetz, Pollution Contract Division Director, MPCA called to apologize for the delay in the process. The signed contract was received at 10:17 a.m.

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:

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

Objective 1. Task A. Convene local work group

Objective 1. Task A. Begin Citizen Council identification

Objective 1. Task B. Begin data collection

Objective 1. Task C. Meet with East Fork Des Moines River staff

Objective 1. Task C. Submit semi-annual report

Objective 1. Task C. Begin annual report

III. Expenditure Information for this Period

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

Expenditure Report attached

Complete the table below:	Amount
Total Grant Amount	\$175,000.00
Total Match Amount (if applicable)	\$0.00
Total Project Amount	\$175,000.00
Grant Expenditures this period	\$1,500.00
Match Expenditures this period (if applicable)	\$0.00
Cumulative Grant Expenditures to date	\$1,500.00
Cumulative Match Expenditures to date (if applicable)	\$0.00
Total Cumulative Expenditures to date	\$1,500.00

Date form completed (mm/dd/yyyy): 7/14/2015
