



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 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 [] CWP Loan [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 Community Outreach Subtask 1 Local Work Group:

Erin Nordquist sent a reminder email about the Local Work Group (LWG) meeting to members on January 14, 2016. She sent a follow-up email to members to amend the date of the LWG meeting due to a large scheduling conflict on January 21, 2016.

Erin Nordquist sent the meeting agenda and three additional documents to the LWG members on January 11, 2016. The members were asked to review the documents before attending the meeting on February 25, 2016.

Erin Nordquist facilitated the LWG meeting on February 25, 2016 at 10:00AM. A project update was given from both the Heron Lake Watershed District (HLWD) as well as the Minnesota Pollution Control Agency (MPCA). Group discussion was held about the three documents that the group was asked to review. There was also discussion about story maps and next steps in the Major Watershed Project. It was decided that the next meeting will be held at the end of June or the beginning of July.

Erin Nordquist typed and emailed minutes from the February 25, 2016 meeting to LWG members on March 2, 2016.

Erin Nordquist had a phone conversation with Katherine Pekarek-Scott on May 26, 2015 to discuss the creation of a survey to go out to LWG members. The purpose of the survey is to inform LWG members that the data collection done through this grant may help them get funding for projects more easily. The survey asked:

- o As LGUs, what targeted projects or programs would you like to seek funding for?
o Aside from quantifiable load reduction numbers, what questions need to be answered in order for your organization to seek funding for these projects?

Erin Nordquist distributed the inventory survey to the LWG on June 6, 2016.

Objective 1 Task A Community Outreach Subtask 2 Citizen Council

Erin Nordquist performed a stakeholder analysis activity with Jan Voit on February 18, 2016.

Erin Nordquist attended the Civic Engagement Work Session in Redwood Falls on May 19, 2016 from 9:00AM to 3:30PM.

Objective 1 Task B Information Analysis Subtask 1 Data Collection:

Erin Nordquist researched historical records from County Historical Society websites. The purpose of this research was to find any historical descriptions of the watershed to visualize how the watershed has changed. Particular attention was paid to descriptions of lakes to determine locations of lakes that have been drained.

Erin Nordquist researched information on past and current wildlife patterns within the watershed.

Erin Nordquist interpreted aerial photos of the watershed to determine watershed characteristics, shoreline buffer placements, possible bank failures, and sediment islands.

Erin Nordquist created an infographic to help the general public visualize the water quality standards that were put into plain language.

Erin Nordquist facilitated a meeting with the County Feedlot Officers Brooke Burmeister, Jackson County; Jon Bloemendaal, Murray County; Al Langseth, Nobles County; and Jared Morrill, Cottonwood County on February 25, 2016 at 1:00PM. The purpose of the meeting was to discuss the plans for the 20% of feedlots within the watershed that remain to be inspected.

Erin Nordquist updated watershed feedlot spreadsheets to include 20% of uninspected feedlots and sent them to feedlot officers for review.

Erin Nordquist met with Brooke Burmeister, Jackson County and Jared Morrill, Cottonwood County on March 3, 2016 at 2:00PM. Jared demonstrated how to use the MinnFARM form and collect the necessary data to complete it.

Erin Nordquist met with Brooke Burmeister, Jackson County on March 4, 2016 to perform feedlot inspections. Two feedlots were inspected.

Erin Nordquist had a phone conversation with Katherine Pekarek-Scott on March 7, 2016 at 1:30PM. Discussion was held about the feedlot spreadsheets.

Erin Nordquist continued reading historical documents to find descriptions of what the watershed looked like before and during settlement.

Erin Nordquist met with Jared Morrill on April 7, 2016 at 2:00PM to plan a day of feedlot inspections in Cottonwood County.

Erin Nordquist met with Brooke Burmeister on April 13, 2016 at 9:00AM to plan two days of feedlot inspections in Jackson County.

Erin Nordquist prepared inspection forms and maps for the Cottonwood County inspections.

Erin Nordquist conducted feedlot inspections with Jared Morrill on April 19, 2016 from 11AM-5PM.

Erin Nordquist met with Jared Morrill on April 25, 2016 at 2:00PM to work on the MinnFARM modeling for sites inspected on April 19, 2016.

Erin Nordquist continued research of the history of the watershed to help understand how the watershed has changed over time.

Erin Nordquist worked on an infographic to explain the WFDNR watershed's Water Quality Standards in plain language.

Erin Nordquist prepared inspection forms and maps for Jackson County feedlot inspections.

Erin Nordquist conducted feedlot inspections with Brooke Burmeister, Jackson County, on May 5, 2016 from 9AM-4PM.

Erin Nordquist conducted feedlot inspections with Brooke Burmeister on May 9, 2016 from 9AM-4PM.

Erin Nordquist worked on an infographic to explain the WFDNR watershed's Water Quality Standards in plain language.

Erin Nordquist attended a webinar about the use of the MinnFARM model on May 10, 2016 at 1:30PM.

Erin Nordquist worked on MinnFARM modeling for the Jackson County feedlots inspected on May 5, 2016 and May 9, 2016.

Erin Nordquist met with Chris Bauer, Jackson SWCD, on May 12, 2016 at 9:00AM. The purpose of this meeting was to try to get some more ideas about data collection needed within the watershed.

Erin Nordquist had a phone conversation with Ed Lenz, BWSR, on May 12, 2016 at 11:00AM. The purpose of this conversation was to try to get some more ideas about data collection needed within the watershed.

Erin Nordquist met with Jon Bloemendaal, Murray County, on May 16, 2016 at 8:00AM to coordinate feedlot inspections to be done another day.

Erin Nordquist prepared inspection forms and maps for Murray County feedlot inspections.

Erin Nordquist created a form to guide notetaking while on feedlot inspections.

Erin Nordquist had a phone conversation with Al Langseth, Nobles County, on May 24, 2016 to discuss the feedlot inspections left to do in Nobles County.

Erin Nordquist met with Al Langseth on May 26, 2016 at 10:30AM to create a plan for conducting Nobles County feedlot

inspections.

Erin Nordquist conducted feedlot inspections with Jon Bloemendaal, Murray County, on June 2, 2016 from 10:00AM to 4:00PM.

Erin Nordquist completed MinnFARM modeling for the Murray County feedlots inspected on June 2, 2016.

Erin Nordquist conducted a longitudinal Secchi tube survey of Jack Creek on June 9, 2016 from 8:00AM to 3:00PM.

Erin Nordquist had a phone conversation with Katherine Pekarek-Scott on June 9, 2016 at 3:00PM about the Jack Creek longitudinal survey.

Erin Nordquist created a GIS shapefile of the longitudinal survey data.

Erin Nordquist met with Brooke Burmeister, Jackson County, on June 14, 2016 at 10:00AM to set up the remaining feedlot inspections for Jackson County.

Erin Nordquist contacted John Biren, Lyon county, Pam Flitter, Martin County, and Kyle Krier, Pipestone County, in hopes of working with them to complete inspections of feedlots that fall within the West Fork Des Moines River Watershed. This would allow an inventory 100% of the feedlots within the entire watershed.

Erin Nordquist had a phone conversation with Katherine Pekarek-Scott and Ashley Ignatius (MPCA) on June 15, 2016 at 9:00AM. The purpose of this conversation was to discuss the GIS Story Map project. Ashley explained how to set up a Story Map narrative in order to begin work on the project.

Erin Nordquist worked on the narrative for the Story Map project. The objective and intended audience for the Story Map were identified and the narrative describing the changes in agricultural production has been started.

Erin Nordquist conducted a longitudinal Secchi tube survey of Okabena Creek on June 15, 2016 from 10:00AM to 4:30PM.

Erin Nordquist conducted Nobles County feedlot inspection with Al Langseth on June 16, 2016 from 10:00AM to 1:30PM. This concludes the inspections for Nobles County feedlots.

Erin Nordquist completed MinnFARM modeling for the Nobles County feedlots that were inspected on June 16, 2016.

Erin Nordquist conducted a longitudinal Secchi tube survey of Beaver Creek on June 21, 2016 from 8:00AM to 5:30PM.

Objective 1 Task C Project Coordination Subtask 1 Project Management:

Erin Nordquist held a phone call with Katherine Pekarek-Scott on January 5, 2016 at 11:00AM. Plans to set up a meeting for January 13, 2016 were discussed.

Erin Nordquist reviewed work plan and budget documents on January 6, 2016.

Erin Nordquist reviewed manager and staff orientation document on January 6, 2016.

Erin Nordquist held a meeting with Katherine Pekarek-Scott on January 13, 2016. Discussion was held about, stakeholder analysis, data collection that has been done, changes to the water quality standards plain language document, the next Local Work Group meeting, and story map ideas.

Erin Nordquist held a meeting with Katherine Pekarek-Scott on January 20, 2016 in Willmar at 10:00AM. The purpose of this meeting was to revise the Total Maximum Daily Load (TMDL) and Watershed Restoration and Protection Strategies (WRAPS) presentation to be presented at the Southwest Region Minnesota Wastewater Operators Association annual meeting on February 3, 2016.

Erin Nordquist began classwork for the Watershed Specialist Training through University of Minnesota on January 21, 2016.

Erin Nordquist interviewed Wayne Smith, Nobles County, for the Watershed Specialist Training course on January 27, 2016 at 10:30AM. The purpose of the interview was to learn more about how local units of government work together and what their individually specialties are.

Erin Nordquist attended a webinar presented by the MPCA about the new requirements for obtaining 319 and CWP funding on January 29, 2016 at 9:00AM.

Erin Nordquist held a phone call with Katherine Pekarek-Scott on February 1, 2016 at 11:00AM. Discussion was held about the agenda for the upcoming Local Work Group meeting and next steps for the story maps project.

Erin Nordquist continued coursework for the Watershed Specialist Training through University of Minnesota.

Erin Nordquist held a phone call with Katherine Pekarek-Scott on February 9, 2016. Discussion was held about Katherine's prior meeting with Ashley Ignatius, MPCA Geographic Information Systems (GIS) Analyst regarding requirements for the story maps project.

Erin Nordquist assisted with the CSCAP Webinar facilitated by Jan Voit on February 11, 2016. Kept track of questions that participants had for the presenters so that Jan could relay them during Q&A sessions.

Erin Nordquist presented at the Southwest Region Minnesota Wastewater Operators Association annual meeting on February 17, 2016 at 9:15AM. The meeting was rescheduled for this date due to inclement weather on the original meeting

date. The presentation included an overview of the TMDL process, an explanation of the impaired reaches in the watershed, the limitations of the TMDL process, and an overview of the new watershed approach.

Erin Nordquist reviewed the HLWD annual report.

Erin Nordquist held a phone call with Katherine Pekarek-Scott on January 18, 2016 at 3:00PM. Discussion was held regarding the format of the Local Work Group meeting.

Erin Nordquist held a Skype meeting with Katherine Pekarek-Scott on March 1, 2016 at 10:00AM. The purpose of this meeting was to determine what documents were needed to begin work on the feedlot inspections.

Erin Nordquist met with Wayne Rasche on March 8, 2016 during his new manager orientation to describe the duties of the WFDNR Watershed Coordinator position.

Erin Nordquist participated in a teleconference with classmates from the Watershed Specialist Training course on March 8, 2016 at 12:00PM. The purpose of this teleconference was to perform a planning exercise for a mock implementation project.

Erin Nordquist reviewed the newsletter for the Aquatic Habitat Program Grant from the DNR.

Erin Nordquist created the layout for the brochure for the Heron Lake Sediment and Phosphorus Reduction Implementation Project Grant through Environment and Natural Resources Trust Fund.

Erin Nordquist attended the Commercial Animal Waste Technician workshop on March 16, 2016 at 9:30AM. The workshop was held at Pizza Ranch in Slayton and included presentations about animal waste application with regards to the WRAPS project, MNDOT, and MDA.

Erin Nordquist attended the Cottonwood County Water Planning Task Force meeting on March 3, 2016 at 2:00PM. The purpose of this meeting was to inform attendees of the water planning process and make some initial decisions about the water plan priority items.

Erin Nordquist finished all coursework for the Watershed Specialist Training through the University of Minnesota.

Erin Nordquist had a phone call with Katherine Pekarek-Scott on April 27, 2016 at 9:00AM to discuss next steps with the project.

Erin Nordquist had a phone conversation with Katherine Pekarek-Scott on May 24, 2016 at 11:00AM. During this call, a meeting was set up for May 27, 2016.

Erin Nordquist met with Katherine Pekarek-Scott in Willmar on May 27, 2016 at 10:00AM. During this meeting, plans were made for how to proceed with the project. Discussion was held regarding Stressor ID (SID) sampling, secchi tube surveys, tillage transects, the Local Work Group, and the Citizen Council.

Erin Nordquist had phone conversation with Katherine Pekarek-Scott on June 6, 2016 at 9:00AM. A weekly "check-in" with Katherine was established for Mondays at 9:00AM.

Erin Nordquist attended the Professional Judgement Group meeting for the West Fork Des Moines River watershed on June 17, 2016 at 10:00AM. The purpose of this meeting was for the MPCA to obtain local input on the conclusions that have been made about the impaired reaches within the watershed.

Jan Voit made revisions to the annual report on January 5 and 25, 2016. The report was approved on January 25, 2016.

Jan Voit completed payroll and reimbursement requests on a monthly basis.

Jan Voit started working on the semi-annual report on June 27, 2016.

Objective 1 Task C Project Coordination Subtask 2 Assist MPCA in Data Collection in Watershed Approach:

Erin Nordquist had a phone conversation with Katherine Pekarek-Scott on March 14, 2016 at 2:00PM. Discussion was held about the SID project that will be beginning in May.

Erin Nordquist attended training for the SID data collection project on March 23, 2016 at 10:00AM. The training was led by Katherine Pekarek-Scott and Bryan Spindler, MPCA. It included training on how to take proper water samples and field data, information on the SID work, how to fill out the field data sheet, chain of custody, and bottle labels, and what to take photos of in the field. Attendees were also provided with sample bottles for the project.

Erin Nordquist had a phone call with Katherine Pekarek-Scott on April 14, 2016 at 2:00PM regarding logistics of SID sampling to begin in May.

Erin Nordquist met with Catherine Wegehaupt on May 18, 2016 at 8:00AM to discuss sampling logistics. Catherine answered questions about the sampling process and shipping samples.

Erin Nordquist went sampling with Catherine Wegehaupt on May 20, 2016 and May 26, 2016 to become familiar with the sampling process and procedure.

Erin Nordquist conducted SID sampling on May 3, 2016 and May 4, 2016 with Katherine Pekarek-Scott.

Erin Nordquist conducted SID sampling with Cole Sinnamon and Chloe Evenson, HLWD summer interns, on May 31, 2016.

Erin Nordquist conducted SID sampling on June 1, 2016 from 7:00AM to 12:00PM.

Erin Nordquist conducted SID sampling on June 22, 2016 from 8:00AM to 4:30PM.

Erin Nordquist entered SID data and photos, prepared coolers, chain of custody forms, and coordinated shipping on June 1, 2016 and June 23, 2016.

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

- Des Moines Potential Tile Drain map
- LWG inventories survey
- LWG meeting agenda
- LWG meeting minutes
- MWOA Presentation
- Power-interest grid
- USDA Census data
- WQS infographic

3. Challenges faced (optional):

Fostering a sense of responsibility for the project among local partners has proven difficult. This WRAPS project seeks to involve local partners to a higher extent than WRAPS projects in surrounding watersheds. Due to the expectations of this WRAPS work plan, there has been less participation than staff had hoped.

Not having access to ideal project tools like ArcGIS and having to coordinate water sampling resources with other HLWD staff have been obstacles that may have affected the overall timeline of the project.

HLWD staff struggles with inputting data into the reporting form. The inability to use track changes, find and replace, or any formatting options available in Word makes entering information into the form very difficult.

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: n/a lbs./year

Nitrogen Load Reduction: n/a lbs./year

Sediment Load Reduction: n/a 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:

WFDNR MWP Phase 2 - Change Order 3

\$150.00 was moved from Task C Project Coordination Subtask 2 Assist MPCA to a new category under the same task and subtask . This was done to provide funds for SID supplies and shipping.

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

Objective 1. Task A. Subtask 1:

Convene LWG

Objective 1. Task A. Subtask 2:

Research funding possibilities for the citizen council

Work with University of Minnesota Extension and LWG to identify Citizen Council members

Objective 1. Task B. Subtask 1:

Continue data collection through the following: BMP, feedlot, drainage, and buffer inventories, altered hydrology, septic system, and SID data, and secchi tube surveys

Objective 1. Task C. Subtask 1:

Meet with East Fork Des Moines River staff

Submit semi-annual report

Submit reimbursement requests

Begin annual report

Objective 1. Task C. Subtask 2:

Assist MPCA with data collection

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 | \$30,896.52 |
| Match Expenditures this period (if applicable) | \$0.00 |
| Cumulative Grant Expenditures to date | \$47,118.39 |
| Cumulative Match Expenditures to date (if applicable) | \$0.00 |
| Total Cumulative Expenditures to date | \$47,118.39 |

Date form completed (mm/dd/yyyy): 7/7/2016