

**TMDL Program
FY 2018 Sixth Progress Report**

Date: September 17, 2018

Time Period Covered: 08/01/2018 – 08/31/2018

Name of Project: Houston-Galveston Area TMDL Public Participation Project

Contract No./Work Order 582-14-42709-11

TASK #1 PROJECT ADMINISTRATION

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
PRs (Task 1.1)	September 15, 2018	Completed on September 17, 2018.
Weekly E-mail Updates (Task 1.2)	At the start of each week	Provided hard copies with report.
FSRs (Task 1.3)	August 15, 2018	Provided as a separate report.

Work Performed This Period – detail all activities for this task and briefly describe the progress on each deliverable:

Work performed for this task during this period included writing and assembling the monthly report. Copies of weekly emails are attached.

TASK #2 PUBLIC OUTREACH AND SUPPORT FOR THE BIG AND RELATED IMPLEMENTATION ACTIVITIES

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Provide support for a minimum of two public meetings, workshops, or outreach activities and up to ten associate BIG work group meetings (Task 2.1)	As needed and scheduled	No meetings held this month.
Draft meeting or event agenda and materials (Task 2.2)	Two (2) weeks prior to meeting	No meetings held this month.
Draft meeting or event summary (Task 2.3)	Within two (2) weeks following completion of meeting	No meetings held this month.
Final agenda and meeting or event summary, list of attendees and contact information, and copies of any	Within thirty (30) days of the completion of the meeting	No meetings held this month.

printed materials (Task 2.4)		
Implementation Summary Report (Task 2.5)	August 31, 2018	Drafting implementation report summary.
Digital copy of regional implementation database (Task 2.6)	August 31, 2018	Implementation database available at http://h-gac.maps.arcgis.com/apps/MapSeries/index.html?appid=a75ba4bb46ca40658066c5755a8dba6e .

Work Performed This Period – detail all activities for this task and briefly describe the progress on each deliverable.

Staff have begun preparing the implementation report summary. Updates to the online Implementation Database have been completed. Online database is available at: <http://h-gac.maps.arcgis.com/apps/MapSeries/index.html?appid=a75ba4bb46ca40658066c5755a8dba6e>.

Staff also participated in workshops, outreach, and regional meetings in relation to this task. Those meetings are listed below under the heading Additional Related Meetings, Training, Events and Conferences.

TASK #3 PUBLIC OUTREACH SUPPORT FOR THE UPPER OYSTER CREEK COORDINATING COMMITTEE AND RELATED IMPLEMENTATION ACTIVITIES

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Provide support for one and up to two public meetings or events (Task 3.1)	As needed and scheduled.	No meetings were held this month.
Draft meeting or event agenda and materials (Task 3.2)	Two (2) weeks prior to meeting	No meetings were held this month.
Draft meeting or event summary (Task 3.3)	Within two (2) weeks following completion of meeting	No meetings were held this month.
Final agenda and meeting or event summary, list of attendees and contact information, and copies of any printed materials (Task 3.4)	Within thirty (30) days of the completion of the meeting	A final report of the meeting will be included with the Annual Implementation report and will include attendees and meeting summary.

Work Performed This Period

No meetings were held this month. Staff completed the Oyster Creek Annual Implementation report. Report was submitted to TCEQ on August 28, 2018.

TASK #4 PUBLIC OUTREACH SUPPORT FOR OTHER TMDL PROJECTS IN THE HOUSTON AREA

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	Final progress report and evaluation submitted to TCEQ
Support for other TMDL public outreach activities, as needed (Task 4.1)	As requested and scheduled.	No meetings or activities carried out during the quarter.
Draft meeting or event agenda and materials (Task 4.2)	Two (2) weeks prior to meeting	No meetings or activities carried out during the quarter.
Draft meeting or event summary (Task 4.3)	Within two (2) weeks following completion of meeting	No meetings or activities carried out during the quarter.
Final agenda and meeting summary, list of attendees and contact information, and copies of any printed materials (Task 4.4)	Within thirty (30) days of the completion of the meeting	No meetings or activities carried out during the quarter.

Work Performed This Period – detail all activities for this task and briefly describe the progress on each deliverable:

No work was carried out for Task 4.

TASK #5 PUBLIC OUTREACH SUPPORT FOR NON MS4 COASTAL COMMUNITIES

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	Final progress report and evaluation submitted to TCEQ
Hold one-on-one meetings and create Needs Assessment Report (Task 5.1)	5/30/2018.	Needs Assessment Report submitted on 5/29/2018. Assessments may continue through end of contract. A contact log is kept for each community.
Create Public Outreach Plan and Outreach Roadmap (Task 5.2)	7/30/2018	Outreach Plan and Roadmap was submitted on 8/30/18.
Update H-GAC's website and outreach material toolbox (Task 5.3)	As needed.	TCEQ provided comments. Staff address the comments and made the changes to the website content. Website: www.CoastalCommunitiesTX.com
Hold two stakeholder meetings during Work Order (Task 5.4)	8/31/2018	Stakeholder meeting #1 was held on August 22 nd in Alvin. Stakeholder meeting #2 was held on August 23 rd at H-GAC.

Work Performed This Period – detail all activities for this task and briefly describe the progress on each deliverable:

One-on-one Meetings:

- A Contact Log is kept for all correspondence with each of the cities.
- Sent two email invitations and called all cities about Outreach Open House.
- Sent emails invitations to all cities about Tire Recycling Roundtable
- Sent notices of funding opportunities for recycling grant and rural water infrastructure project funding.

Needs Assessment Report:

- Report submitted on time on 5/29/18. Will update as new cities complete the assessment.

Stake Holder Meetings:

Coastal Communities Outreach Open House

Date: (August 22 in Alvin)

Attendance: 26 (7 from coastal counties)

Summary: Eight water quality outreach organizations were present at informational tables. Attendees talked with representatives about water quality issues and learn about outreach opportunities and partnerships available in their local areas. Organization representatives networked about priorities for outreach and potential partnerships moving forward to conserve resources and produce more efficient outreach in the future. All in attendance wish to continue with the formation of a water quality education/outreach workgroup to include partner NGOs and local government outreach staff from non-MS4 and MS4 cities, counties, and other governmental agencies.

Promotion:

- Two email invitations coastal communities cities (multiple points of contact with elected officials and staff in each city)

- One personal contact to coastal communities cities
- One email reminder to coastal communities cities
- Newsletter stories in H-GAC C&E Newsletter and H-GAC Texas Stream Team Newsletter
- Website announcement on front page and on events page
- Promotion on Facebook, LinkedIn and Twitter

Tire Recycling Roundtable

Date: (August 23 in Houston)

Attendance: 23 (3 from coastal counties)

Summary:

Three presentations focused on the circular economy of the life cycle of a tire, from proper storage on site by cities and businesses, model ordinances, collection process and current issues, to reuse products. Thirty minutes of Q&A with the presenters focused primarily on the problem with disposal of the illegally dumped tires, especially for governments in rural areas. It is possible that a follow-up workshop dealing with funding sources for disposal and policy related to tires on a state-wide level.

Promotion:

- Newsletter stories in H-GAC C&E Newsletter
- Constant Contact invitations (2 invitations and a reminder) to about 1000 contacts in all 13 H-GAC counties, including all coastal communities cities
- Additional special invitation to coastal communities cities (multiple points of contact with elected officials and staff in each city)
- Promotion on Facebook, LinkedIn and Twitter

Outreach:

- Staff met with the Olin Corporation on 8/20 to finalize commitment with them for funding of outreach activities and projects in Brazoria County, including the possible sponsorship of a new Trash Bash location.
- Completed purchase of pet waste stations and cases of replacement bags for coastal communities. Total of 18 stations and 18 cases of bags were purchased. Stations were provided to Bay City and the City of Sweeny. Bay City press release provide as an exhibit.
- Identified two potential septic system SEP candidates in Holiday Lakes. One did not meet income requirements. Began working on selecting a contractor.
- Completed purchase of translation services for H-GAC core NPS outreach posters and brochures to translate them into Spanish and Vietnamese. The translated documents will be printed using a different funding source.

ADDITIONAL RELATED MEETINGS, TRAINING, EVENTS, AND CONFERENCES

- 1) Presentations:
 - a. None.
- 2) Meetings, Events and Conferences:
 - a. None.
- 3) Associated Implementation Projects and Programs
 - a. LID Project – staff continued to participate in a LID project with the City of Pearland using GBEP funding. H-GAC is reviewing current city ordinance and codes to develop recommendation to encourage the use of LID and green infrastructure practices. Additionally, H-GAC has found additional funding to expand project to city of Mont Belvieu.
 - b. West Fork of the San Jacinto River Watershed Protection Plan – WPP has been written. Stakeholders have been meeting to review and provide comments on the draft WPP. Staff have submitted a proposal for a 319 grant to produce a WPP for Cypress Creek.

- c. H-GAC is coordinating with TWRI on a bacteria source tracking project that includes sites in the BIG project area.
- 4) Associated Partner Activities
 - a. No meetings or activities were attended.

BRIEF DESCRIPTION OF OVERALL FINDINGS:

Staff spent most of the month working on the Coastal Communities task. Staff supplied pet waste stations to Bay City and Sweeny. Staff completed calls to local governments for official invites two outreach meetings in August. Staff began working on the Implementation Summary Report.

Significant Problems (describe any scheduling shortfalls, detail significant problems and how these problems were resolved, etc.):

No problems related to Work Order 11 were encountered this quarter.