

**TMDL Program
FY 2018 Fifth Progress Report**

Date: August 30, 2018

Time Period Covered: 07/01/2018 – 07/31/2018

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)	August 15, 2018	Completed on August 30, 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	July 30, 2018: BIG Coordination and Policy meeting.
Draft meeting or event agenda and materials (Task 2.2)	Two (2) weeks prior to meeting	Meeting had a subject focus purpose, so an Agenda was not needed.
Draft meeting or event summary (Task 2.3)	Within two (2) weeks following completion of meeting	Informal meeting summary provided in weekly report. Formal summary provided attached to this report.
Final agenda and meeting or event summary, list of attendees and contact information, and copies of any printed materials (Task 2.4)	Within thirty (30) days of the completion of the meeting	Meeting materials, presentation (if needed) draft meeting formal summary and list of attendees provided with the Fifth Progress Report.

Implementation Summary Report (Task 2.5)	August 31, 2018	Not started.
Digital copy of regional implementation database (Task 2.6)	August 31, 2018	Not due.

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

BIG Coordination and Policy Work Group: The Coordination and Policy work group met on July 30, 2018. Eight stakeholders were in attendance to discuss potential responses to the TCEQ Implementation letter. Attendees suggested seeking: 1) TCEQ guidance on if there are programmatic or other reasons for not altering the frequency of monitoring? 2) If TCEQ maintains an inspection database? 3) Why TCEQ does not track subscriber systems? 4) Request SSOI participant lists. 5) Request inspection data. 6) Consider grants to develop a non-compliance monitoring program.

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 is working on the Oyster Creek Annual Implementation report.

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 will be submitted on 8/30/18 due to the delay in project start up and time to allow contact with more communities, a more inclusive plan, and to match the deadline for the Coastal Communities 319 grant deliverable with similar content.
Update H-GAC's website and outreach material toolbox (Task 5.3)	As needed.	Website Events and Funding sections are updated on a weekly or as needed basis. Asked TCEQ for approval of website content. Website: www.CoastalCommunitiesTX.com
Hold two stakeholder meetings during	8/31/2018	Stakeholder meeting #1 will be held on August 22. It is an open house style meeting with water quality nonprofit

Work Order (Task 5.4)	and governmental water quality organizations exhibiting their programming to city staff. A second meeting on August 23 has been scheduled in coordination with a tire recycling roundtable workshop.
-----------------------	---

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:

- Preparing for stakeholder meeting #1 for August 22. It is an open house style meeting with water quality nonprofit and governmental water quality organizations exhibiting their programming to city staff.
- Preparing for stakeholder meeting #2 for August 23. It is a tire recycling roundtable workshop to learn more about storage, disposal and reuse of scrap and dumped tires.

Outreach:

- Working to schedule a meeting with the Olin Corporation. Olin has expressed interested in funding outreach activities and projects in Brazoria County, including coordination and sponsorship of a new Trash Bash location.
- Worked to purchase pet waste stations and cases of replacement bags for coastal communities. Total of 18 stations and 18 cases of bags will be purchased.
- Identified two potential septic system SEP candidates in Holiday Lakes. One did not meet income requirements.
- Worked to purchase translation services for H-GAC core NPS outreach posters and brochures to translate them into Spanish and Vietnamese. Once translated, the 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. July 10, 2018 – staff met with stakeholders to develop the Water Innovation Strategies of Excellence Awards (WISE). Awards program with target projects used to improve water quality and will support BIG efforts to identify impactful projects in the region.
 - b. July 17, 2018 – Schlumberger Health Safety and Environment day, staff provided environmental education and outreach.
- 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 – Project is in plan writing phase. Stakeholders continue to meet to discuss progress.
- 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 contacted local governments to confirm their interest in pet waste stations. Staff emailed local governments to invite them to two outreach meeting in August. Staff prepared and held a BIG Coordination and Policy meeting on July 30, 2018.

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.