

Quarterly Progress Report

FY 2020 Q1

Entity: Houston-Galveston Area Council

Contract No: 582-20-10159

Project Name: Spring Creek Watershed Protection Plan Development

Date Submitted: 12/12/19

Contractor Project Manager: Justin Bower

Approval Signature:

Date:

TCEQ Project Manager: Jessica Uramkin

Approval* Signature:

Date:

* The TCEQ Project Manager's signature indicates that the QPR is accepted as a project deliverable and also authorizes any changes in deliverable due dates requested in the Deliverables sheet. Approved due date changes should be inserted in the "Current Due Date" column in the next QPR.

1. When ready to submit the QPR to TCEQ, the Contractor Project Manager must date and sign the cover page with an electronic signature (i.e., scanned signature). Send the signed Excel document to the TCEQ Project Manager.
2. The TCEQ Project Manager will review and either: 1) Send back with comments or 2) approve, sign, date, and e-mail a scanned copy of the approved QPR to the Contractor Project Manager.
3. After addressing comments email the updated Excel document the TCEQ Project Manager, along with a new date next to the electronic signature.
4. The TCEQ Project Manager will sign, date, scan and send the approved QPR to the Contractor Project Manager. A final version of the Excel document will also be sent.

If a deliverable is or will be late, a new due date must be proposed. If this is the case, a justification describing the circumstances necessitating the new due date must be provided.

| ID# | Sub Task # | Deliverable | Current Due Date | Date Sent | Discussion of Progress Last Quarter (Delete info from prior QPRs, and leave blank if no progress occurred) | Proposed New Due Date |
|-------|------------|--------------------------------------|------------------|-----------|--|-----------------------|
| 12172 | 1.2 | QPR (20Q1) | 12/15/19 | 12/12/19 | | |
| 12173 | 1.2 | QPR (20Q2) | 3/15/20 | | | |
| 12174 | 1.2 | QPR (20Q3) | 6/15/20 | | | |
| 12175 | 1.2 | QPR (20Q4) | 9/15/20 | | | |
| 12176 | 1.2 | QPR (21Q1) | 12/15/20 | | | |
| 12177 | 1.2 | QPR (21Q2) | 3/15/21 | | | |
| 12178 | 1.2 | QPR (21Q3) | 6/15/21 | | | |
| 12179 | 1.2 | QPR (21Q4) | 9/15/21 | | | |
| 12180 | 1.3 | Invoice (20Q1) | 12/15/19 | 12/30/19 | FSR to be submitted prior to the end of the month, after close of books for the quarter. | 12/30/19 |
| 12181 | 1.3 | Invoice (20Q2) | 3/30/20 | | | |
| 12182 | 1.3 | Invoice (20Q3) | 6/30/20 | | | |
| 12183 | 1.3 | Invoice (20Q4) | 9/30/20 | | | |
| 12184 | 1.3 | Invoice (21Q1) | 12/31/20 | | | |
| 12185 | 1.3 | Invoice (21Q2) | 3/31/21 | | | |
| 12186 | 1.3 | Invoice (21Q3) | 6/30/21 | | | |
| 12187 | 1.3 | Invoice (21Q4)_June | 7/15/21 | | | |
| 12188 | 1.3 | Invoice (21Q4)_July | 8/15/21 | | | |
| 12189 | 1.3 | Invoice (21Q4)_Aug | 10/15/21 | | | |
| 12190 | 1.4 | Post-Award Notes | 10/2/19 | 9/30/19 | Post-award meeting held in Austin on 9/30/19. | |
| 12191 | 1.4 | Quarterly Call (20Q2) | 2/29/20 | | | |
| 12192 | 1.4 | Quarterly Call (20Q3) | 5/31/20 | | | |
| 12193 | 1.4 | Quarterly Call (20Q4) | 8/31/20 | | | |
| 12194 | 1.4 | Quarterly Call (21Q1) | 11/30/20 | | | |
| 12195 | 1.4 | Quarterly Call (21Q2) | 2/28/21 | | | |
| 12196 | 1.4 | Quarterly Call (21Q3) | 5/31/21 | | | |
| 12197 | 1.4 | Quarterly Call (21Q4) | 8/31/21 | | | |
| 12198 | 1.5 | EPA Coordination Call (If Requested) | 8/31/22 | | | |
| 12199 | 1.6 | Annual Report Article (If Requested) | 8/31/22 | | | |
| 12200 | 1.7 | FY21 Annual Budget Update | 10/1/20 | | | |

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|-------|------------|---|------------------|-----------|--|-----------------------|
| 12201 | 1.7 | FY22 Annual Budget Update | 10/1/21 | | | |
| 12202 | 2.1 | QAPP Planning Meeting Notes | 10/2/19 | 9/30/19 | QAPP planning meeting held in Austin on 9/30/19. | |
| 12203 | 2.2 | Draft Modeling QAPP | 12/31/19 | 12/3/19 | QAPP submitted to TCEQ PM. | |
| 12204 | 2.2 | Final Modeling QAPP | 2/29/20 | | | |
| 12205 | 3.1 | Ambient water quality analyses for Spring Creek | 4/30/20 | | | |
| 12206 | 3.1 | Ambient water quality analyses for Spring Creek (update, in data analysis summary report update) | 6/30/21 | | | |
| 12207 | 3.1 | Ambient water quality analyses for West Fork San Jacinto, Lake Creek, and Cypress Creek watersheds (in data analysis summary report update) | 6/30/21 | | | |
| 12208 | 3.2 | DMR and SSO analysis for Spring Creek | 3/31/20 | | | |
| 12209 | 3.2 | DMR and SSO analysis for Spring Creek (update, in data analysis summary report update) | 6/30/21 | | | |
| 12210 | 3.2 | DMR and SSO analysis for West Fork San Jacinto, Lake Creek, and Cypress Creek watersheds (in data analysis summary report update) | 6/30/21 | | | |
| 12211 | 3.3 | Data Analysis Summary Report for Spring Creek | 7/31/20 | | | |
| 12212 | 3.3 | Data Analysis Summary Report for Spring Creek (update) | 6/30/21 | | | |
| 12213 | 3.3 | Data Analysis Summary Report for West Fork San Jacinto, Lake Creek, and Cypress Creek watersheds | 6/30/21 | | | |
| 12214 | 4.1 | Update existing LDCs | 6/30/20 | | | |
| 12215 | 4.2 | Update existing SELECT | 7/31/20 | | | |
| 12216 | 4.3 | Draft Modeling Report | 8/31/20 | | | |

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| 12217 | 4.3 | Final Modeling Report (30 days after TCEQ comments) | 10/31/20 | | | |
| 12218 | 5.1 | Draft PPP | 1/15/20 | | | |
| 12219 | 5.1 | Final PPP (30 days after TCEQ comments) | 2/29/20 | | | |
| 12220 | 5.2 | Stakeholder contact list | 3/31/20 | | | |
| 12221 | 5.2 | Stakeholder contact list | 2/28/21 | | | |
| 12222 | 5.3 | Stakeholder Communication Documentation (20Q1) | 12/15/19 | 12/12/19 | Attached as separate documentation with this QPR. | |
| 12223 | 5.3 | Stakeholder Communication Documentation (20Q2) | 3/15/20 | | | |
| 12224 | 5.3 | Stakeholder Communication Documentation (20Q3) | 6/15/20 | | | |
| 12225 | 5.3 | Stakeholder Communication Documentation (20Q4) | 9/15/20 | | | |
| 12226 | 5.3 | Stakeholder Communication Documentation (21Q1) | 12/15/20 | | | |
| 12227 | 5.3 | Stakeholder Communication Documentation (21Q2) | 3/15/21 | | | |
| 12228 | 5.3 | Stakeholder Communication Documentation (21Q3) | 6/15/21 | | | |
| 12229 | 5.3 | Stakeholder Communication Documentation (21Q4) | 9/15/21 | | | |
| 12230 | 5.4 | Stakeholder Meeting Documentation (20Q2) | 3/15/20 | | | |
| 12231 | 5.4 | Stakeholder Meeting Documentation (20Q3) | 6/15/20 | | | |
| 12232 | 5.4 | Stakeholder Meeting Documentation (20Q4) | 9/15/20 | | | |
| 12233 | 5.4 | Stakeholder Meeting Documentation (21Q1) | 12/15/20 | | | |
| 12234 | 5.4 | Stakeholder Meeting Documentation (21Q2) | 3/15/21 | | | |

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|-------|------------|--|------------------|-----------|---|-----------------------|
| 12235 | 5.4 | Stakeholder Meeting Documentation (21Q3) | 6/15/21 | | | |
| 12236 | 5.4 | Stakeholder Meeting Documentation (21Q4) | 9/15/21 | | | |
| 12237 | 5.5 | Other Public Meetings (1) | 6/15/20 | | | |
| 12238 | 5.5 | Other Public Meetings (2) | 9/15/20 | | | |
| 12239 | 5.5 | Other Public Meetings (3) | 12/15/20 | | | |
| 12240 | 5.5 | Other Public Meetings (4) | 3/15/21 | | | |
| 12241 | 5.5 | Other Public Meetings (5) | 6/15/21 | | | |
| 12242 | 5.5 | Other Public Meetings (6) | 9/15/21 | | | |
| 12243 | 5.5 | Other Public Meetings (7+ as applicable) | 9/15/21 | | | |
| 12244 | 5.6 | Education and Outreach Event (1) | 12/15/20 | | | |
| 12245 | 5.6 | Education and Outreach Event (2) | 3/15/21 | | | |
| 12246 | 5.6 | Education and Outreach Event (3) | 6/15/21 | | | |
| 12247 | 5.6 | Education and Outreach Event (4) | 9/15/21 | | | |
| 12248 | 5.6 | Education and Outreach Event (5+ as applicable) Draft watershed stakeholder coordination task | 9/15/21 | | | |
| 12249 | 5.7 | report Final watershed stakeholder coordination task | 6/30/21 | | | |
| 12250 | 5.7 | report | 8/31/21 | | | |
| 12251 | 6.1 | WPP Development Update (20Q1) | 12/15/19 | 12/12/19 | H-GAC staff began updating information resources and non-QAPP coverage data from characterization report (stakeholder lists, conversations about watershed efforts, etc.) | |
| 12252 | 6.1 | WPP Development Update (20Q2) | 3/15/20 | | | |
| 12253 | 6.1 | WPP Development Update (20Q3) | 6/15/20 | | | |
| 12254 | 6.1 | WPP Development Update (20Q4) | 9/15/20 | | | |
| 12255 | 6.1 | WPP Development Update (21Q1) | 12/15/20 | | | |
| 12256 | 6.1 | WPP Development Update (21Q2) | 3/15/21 | | | |
| 12257 | 6.1 | WPP Development Update (21Q3) | 6/15/21 | | | |
| 12258 | 6.1 | WPP Development Update (21Q4) | 9/15/21 | | | |

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|-------|------------|---|------------------|-----------|--|-----------------------|
| 12259 | 6.2 | WPP timeline and document review plan | 2/15/20 | | | |
| | | Draft nine-element WPP to stakeholders and the | | | | |
| 12260 | 6.2 | TCEQ | 4/1/21 | | | |
| | | Revised nine-element WPP to EPA (30 days after | | | | |
| 12261 | 6.2 | stakeholder approval and TCEQ comments) | 5/31/21 | | | |
| 12262 | 6.2 | Draft Executive Summary | 7/1/21 | | | |
| 12263 | 6.2 | Final Executive Summary | 8/1/21 | | | |
| | | Documentation of Executive Summary and Final | | | | |
| 12264 | 6.3 | WPP made available to stakeholders | 8/31/21 | | | |
| | | Four hard copies and one electronic copy of final | | | | |
| 12265 | 6.3 | WPP Submitted to TCEQ | 8/31/21 | | | |
| 12266 | 7.1 | Final approved QPR as Final Report | 9/15/21 | | | |

| Task/Issue | Additional Description of Quarterly Activities, Milestones, and Issues |
|---|---|
| 1-Project Administration | The Spring Creek project initiated in October. Staff set up initial data including a stakeholder list, contract documents, etc. and confirmed deliverables schedule with TCEQ. The initial project meeting was held on 9/30/19. |
| 2-Quality Assurance | The initial QAPP planning meeting was held on 9/30/19. H-GAC submitted a draft QAPP for modeling activities directly after the end of the quarter, in advance of the Q2 due date. |
| 3-Water Quality Data Acquisition and Evaluation | H-GAC reviewed the existing characterization report and available data sources in advance of QAPP coverage (these efforts did not include anything requiring QAPP coverage, just planning for future work.) |
| 4-Modeling | No modeling activities took place in this quarter, awaiting QAPP approval. |
| 5-Watershed Stakeholder Coordination | A preliminary stakeholder list was developed, and initial conversation and presentations were made with local partners and stakeholders. |
| 6-WPP Development | No specific action was taken in this quarter |
| 7-Final Report | No specific action was taken in this quarter |

Note: The purpose of this sheet is to provide for an ongoing discussion of tasks to document overall progress and to raise any overall issues that don't relate to specific deliverables.

Note: Please address activities and issues related to contract amendments, budget revisions, and other administrative matters under Task 1.

Budget By Fiscal Year: Match and Federal totals

Section I: The current Budget by FY. If the last QPR had a new budget in Section III, that budget should be entered here.

Section II: The quarterly invoice totals to date this FY, and the estimated amounts for the quarter this QPR is reporting. If this table indicates the total spending this FY will be different from what is indicated in Section I, then enter a revised budget by FY in Section III.

Section III: A revised Budget by FY with justifications, entered whenever actual or expected spending is different from the current budget.

Section I: Current Budget by FY

| | Match | Federal |
|--------|-----------|-----------|
| FY20: | \$46,650 | \$69,975 |
| FY21: | \$57,017 | \$85,525 |
| | | |
| Total: | \$103,667 | \$155,500 |

Section II: Current FY Quarterly Spending:

| | Match | Federal |
|--------|------------|------------|
| Q1: | \$3,820.88 | \$5,731.32 |
| Q2: | | |
| Q3: | | |
| Q4: | | |
| Total: | \$3,820.88 | \$5,731.32 |

Section III: Has the total budget for this fiscal year changed?

If so, provide new budget by fiscal year estimates and justification for the change in the table below.

New Budget by FY:

| | Match | Federal | Justification |
|---------|-------|---------|---------------|
| FY20: | | | |
| FY21: | | | |
| | | | |
| Totals: | | | |

