

Quarterly Progress Report

FY19 Q1


Entity: Houston-Galveston Area Council (H-GAC)

Contract No: 582-15-56349

Project Name: West Fork San Jacinto & Lake Creek WPP and Spring Creek &
Cypress Creek Watershed Characterization

Date Submitted:

Contractor Project Manager: Justin Bower

Approval Signature _____  _____ Date 1/14/19

TCEQ Project Manager: Jessica Uramkin

Approval* Signature _____  _____ Date 2/4/19

* 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.

QPRs are due to the TCEQ Project Manager by the 15th of the month following each fiscal quarter. Specifically these dates are December 15th, March 15th, June 15th, and September 15th. Fill out appropriate areas and:

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
4484	1.2	QPR (FY15Q4)	9/15/2015	09/15/15		
4485	1.2	QPR (FY16Q1)	12/15/2015	12/15/15		
4486	1.2	QPR (FY16Q2)	3/15/2016	3/15/2016		
4487	1.2	QPR (FY16Q3)	6/15/2016	06/15/16		
4488	1.2	QPR (FY16Q4)	9/15/2016	09/15/16		
4489	1.2	QPR (FY17Q1)	12/15/2016	12/15/16		
4490	1.2	QPR (FY17Q2)	3/15/2017	03/15/17		
4491	1.2	QPR (FY17Q3)	6/15/2017	06/15/17		
4492	1.2	QPR (FY17Q4)	9/15/2017	09/15/17		
4493	1.2	QPR (FY18Q1)	12/15/2017	12/14/17		
4494	1.2	QPR (FY18Q2)	3/15/2018	03/19/18		
4495	1.2	QPR (FY18Q3)	6/15/2018	06/14/18		
4496	1.2	QPR (FY18Q4)	9/15/2018	09/17/18		
9063	1.2	QPR (FY19Q1)	12/15/2018	12/13/18	QPR submitted.	
9064	1.2	QPR (FY19Q2)	3/15/2019			
9065	1.2	QPR (FY19Q3)	6/15/2019			
4497	1.3	Invoice (FY15Q4)	9/30/2015	Various		
4498	1.3	Invoice (FY16Q1)	12/30/2015	12/30/15		
4499	1.3	Invoice (FY16Q2)	3/30/2016	03/30/16		
4500	1.3	Invoice (FY16Q3)	6/30/2016	06/30/16		
4501	1.3	Invoice (FY16Q4)	9/30/2016	09/30/16		
4502	1.3	Invoice (FY17Q1)	12/30/2016	12/21/16		
4503	1.3	Invoice (FY17Q2)	3/30/2017	Various		
4504	1.3	Invoice (FY17Q3)	6/30/2017	06/30/17		
4505	1.3	Invoice (FY17Q4)	9/30/2017	10/16/17		
4506	1.3	Invoice (FY18Q1)	12/30/2017	01/11/18		
4507	1.3	Invoice (FY18Q2)	3/30/2018	03/30/18		
4508	1.3	Invoice (FY18Q3)	6/30/2018	06/30/18		
4509	1.3	Invoice (FY18Q4)	9/30/2018	09/30/18		

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9066	1.3	Invoice (FY19Q1)	12/30/2018	12/31/18	Invoice to be submitted prior to end of month under separate cover.	
9067	1.3	Invoice (FY19Q2)	3/30/2019			
9068	1.3	Invoice (FY19Q3 - March)	4/15/2019			
9069	1.3	Invoice (FY19Q3 - April)	5/15/2019			
9070	1.3	Invoice (FY19Q3 - May)	7/15/2019			
4510	1.4	Post-Award Mtg	8/22/2015	08/19/15		
4511	1.4	Quarterly Call (FY16Q1)	11/30/2015	10/28/15		
4512	1.4	Quarterly Call (FY16Q2)	2/29/2016	01/25/16		
4513	1.4	Quarterly Call (FY16Q3)	5/31/2016	04/27/16		
4514	1.4	Quarterly Call (FY16Q4)	8/31/2016	08/02/16		
4515	1.4	Quarterly Call (FY17Q1)	11/30/2016	11/14/16		
4516	1.4	Quarterly Call (FY17Q2)	2/28/2017	02/06/17		
4517	1.4	Quarterly Call (FY17Q3)	5/31/2017	04/03/17		
4518	1.4	Quarterly Call (FY17Q4)	8/31/2017	07/24/17		
4519	1.4	Quarterly Call (FY18Q1)	11/30/2017	11/09/17		
4520	1.4	Quarterly Call (FY18Q2)	2/28/2018	02/06/18		
4521	1.4	Quarterly Call (FY18Q3)	5/31/2018	04/27/18		
4522	1.4	Quarterly Call (FY18Q4)	8/31/2018	08/14/18		
9071	1.4	Quarterly Call (FY19Q1)	11/30/2018	10/22/18	Call held and notes disseminated prior to this report.	
9072	1.4	Quarterly Call (FY19Q2)	2/28/2019			
9073	1.4	Quarterly Call (FY19Q3)	5/31/2019			
4523	1.4	Contract Closeout Strategy	11/30/2017	Various		
4524	2.1	QAPP Planning Meeting	8/22/2015	08/09/15		
4527	2.3	Draft Modeling QAPP	11/30/2015	Various		
4528	2.3	Final Modeling QAPP	2/29/2016	Various		
4531	2.4	1st Modeling QAPP Annual Review Cert	2/8/2017	12/08/16		

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4532	2.4	2nd Modeling QAPP Annual Review Cert	12/8/2017	12/14/17		
4966	3.1	16Q2 Data Acquisition (documented in QPRs)	3/15/2016	03/15/16		
4967	3.1	16Q3 Data Acquisition (documented in QPR)	6/15/2016	6/15/2016		
4968	3.2	16Q3 Trends Analysis (documented in QPR)	6/15/2016	08/02/16		
4969	3.2	16Q4 Trends Analysis (documented in QPR)	10/4/2016	10/04/16		
4970	3.2	17Q1 Trends Analysis (documented in QPR)	12/15/2016	12/15/16		
4971	3.2	17Q2 Trends Analysis (documented in QPR)	3/15/2017	3/15/2017		
4533	3.3	Draft Acquired Modeling Data Report	8/2/2016	08/02/16		
4534	3.3	Final Acquired Modeling Data Report	8/31/2016	08/05/16		
4535	3.4	Draft Data Collection and Trends Analysis Report	4/30/2017	05/08/17		
4536	3.4	Final Data Collection and Trends Analysis Report	5/31/2017	05/22/17		
4537	4.1	Modeling Methodology Description Analysis	2/29/2016	03/15/16		
4538	4.2	Updated Load Duration Curves	5/31/2017	05/31/17		
4539	4.3	SELECT Modeling	5/31/2017	05/11/17		
4540	4.4	Modeling Support Document	2/28/2017	03/03/17		
4541	4.5	Draft Modeling Report	10/15/2017	10/26/17		
4542	4.5	Final Modeling Report	12/15/2017	11/29/17		

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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
4543	5.1	Public Participation Plan	2/29/2016	03/09/16		
4544	5.2	Stakeholder Contact List, in QPR	9/15/2015	09/30/15		
4545	5.2	Stakeholder Contact List, in QPR	12/15/2015	03/28/16		
4546	5.2	Stakeholder Contact List, in QPR	3/15/2016	03/15/16		
4547	5.2	Stakeholder Contact List, in QPR	6/15/2016	06/15/16		
4548	5.2	Stakeholder Contact List, in QPR	9/15/2016	09/15/16		
4549	5.2	Stakeholder Contact List, in QPR	12/15/2016	12/15/16		
4550	5.2	Stakeholder Contact List, in QPR	3/15/2017	03/15/17		
4551	5.2	Stakeholder Contact List, in QPR	6/15/2017	06/15/17		
4552	5.2	Stakeholder Contact List, in QPR	9/15/2017	09/15/17		
4553	5.2	Stakeholder Contact List, in QPR	12/15/2017	12/14/17		
4554	5.2	Stakeholder Contact List, in QPR	3/15/2018	03/19/18		
4555	5.2	Stakeholder Contact List, in QPR	6/15/2018	06/14/18		
4556	5.2	Stakeholder Contact List, in QPR	9/15/2018	09/17/18	Submitted with QPR	9/17/2018
4557	5.3	Documentation of Stakeholder Communication	9/15/2015	09/15/15		
4558	5.3	Documentation of Stakeholder Communication	11/30/2015	03/28/16		
4559	5.3	Documentation of Stakeholder Communication	2/29/2016	03/15/16		
4560	5.3	Documentation of Stakeholder Communication	5/31/2016	06/15/16		
4561	5.3	Documentation of Stakeholder Communication	8/31/2016	09/15/16		
4562	5.3	Documentation of Stakeholder Communication	11/30/2016	12/15/16		
4563	5.3	Documentation of Stakeholder Communication	3/15/2017	3/15/2017		

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4564	5.3	Documentation of Stakeholder Communication	6/15/2017	06/15/17		
4565	5.3	Documentation of Stakeholder Communication	9/15/2017	09/15/17		
4566	5.3	Documentation of Stakeholder Communication	11/30/3017	12/14/17		
4567	5.3	Documentation of Stakeholder Communication	2/28/2018	03/19/18		
4568	5.3	Documentation of Stakeholder Communication	6/15/2018	06/14/18		
4569	5.3	Documentation of Stakeholder Communication	9/15/2018	09/17/18	Submitted with QPR, subsequent to discussion with TCEQ PM about revised QPR template	9/17/2018
4570	5.4	Stakeholder Meeting	11/30/2015	Various		
4571	5.4	Stakeholder Meeting	2/29/2016	Various		
4572	5.4	Stakeholder Meeting	5/31/2016	05/05/16		
4573	5.4	Stakeholder Meeting	8/31/2016	7/28/2016		
4574	5.4	Stakeholder Meeting	11/30/2016	10/4/2016, 11/16/16		
4575	5.4	Stakeholder Meeting	3/31/2017	03/09/17		
4576	5.4	Stakeholder Meeting	5/31/2017	05/11/17		
4577	5.4	Stakeholder Meeting	9/15/2017	08/24/17		
4578	5.4	Stakeholder Meeting	11/30/3017	12/12/17		
4579	5.4	Stakeholder Meeting	2/28/2018	03/29/18		
4580	5.4	Stakeholder Meeting	6/15/2018	3/14/18, 5/16/18, 6/6/18		
4581	5.4	Stakeholder Meeting	9/15/2018	06/06/18		

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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
4582	5.5	Summary of Public Meetings Attended	5/31/2016	06/15/16		
4583	5.5	Summary of Public Meetings Attended	8/31/2016	09/15/16		
4584	5.5	Summary of Public Meetings Attended	3/15/2017	03/15/17		
4585	5.5	Summary of Public Meetings Attended	9/15/2017	09/15/17		
4586	5.5	Summary of Public Meetings Attended	2/28/2018	03/19/18		
4587	5.5	Summary of Public Meetings Attended	9/15/2018	06/14/18		
4588	6.1	Draft 9-element WPP to Stakeholders	5/1/2018	05/01/18		
4589	6.1	Draft 9-element WPP to TCEQ	5/1/2018	05/15/18		
4590	6.1	Draft 9-element WPP to EPA	8/31/2018	10/23/18	Draft submitted to EPA by TCEQ	10/23/2018
4591	6.1	Response to Stakeholder Comments	7/13/2018	Various		9/4/2018
4592	6.1	Response to TCEQ Comments	7/13/2018	Various		
4593	6.1	Response to EPA Comments	9/30/2018			TBD pending EPA final review
4594	6.1	Final WPP	9/30/2018			TBD pending EPA final review
4595	6.1	Documentation of Stakeholder Approval	9/30/2018	10/08/18	Steering Committee member approval emails forwarded to TCEQ PM.	10/8/2018
4972	6.1	Draft WPP Outline	12/31/2015	12/31/15		
4973	6.1	Final WPP Outline	1/31/2016	01/31/16		

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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
4596	6.2	Executive Summary	8/31/2018			TBD pending EPA final review
4597	6.3	Documentation of Final WPP and ES Distribution	10/12/2018			TBD pending EPA final review
9074	7.1	Summary of Outreach and Education Events (FY19Q1)	11/30/2018	12/13/18	Summary included in QPR and associated documentation	
9075	7.1	Summary of Outreach and Education Events (FY19Q2)	2/28/2019			
9076	7.1	Summary of Outreach and Education Events (FY19Q3)	5/31/2019			
9077	7.2	Stakeholder Meeting (FY19Q1)	11/30/2018	NA	No meeting held in quarter pending WPP review	Q2
9078	7.2	Stakeholder Meeting (FY19Q2)	2/28/2019			
9079	7.2	Stakeholder Meeting (FY19Q3)	5/31/2019			
9080	7.2	Summary of Stakeholder Facilitation Activities (FY19Q1)	12/15/2018	12/13/18	Summary included in QPR and associated documentation	
9081	7.2	Summary of Stakeholder Facilitation Activities (FY19Q2)	3/15/2019			
9082	7.2	Summary of Stakeholder Facilitation Activities (FY19Q3)	6/15/2019			
9083	7.3	Draft Water Quality Trends Report	2/28/2019			
9084	7.3	Final Water Quality Trends Report	4/30/2019			
4598	8.1	Draft Final Report	3/31/2019			
4599	8.2	Address TCEQ Comments	4/30/2019			
4600	8.2	Final Report	5/15/2019			

Task/Issue	Additional Description of Quarterly Activities, Milestones, and Issues
1-Project Administration	H-GAC continued to administer the amended contract. Contract communication was held throughout the quarter, with formal notes for the 10/22 meeting. QPR completed and invoice to be sent under separate cover prior to the end of the month.
2-Quality Assurance	H-GAC continued to administer the QAPP, with no corrective actions or substantive QAPP covered work occurring in this quarter. H-GAC and TCEQ discussed QAPP needs for the remainder of the contract and for the upcoming overlap with the Cypress Creek WPP effort. H-GAC is preparing QAPP documents as discussed.
3-Water Quality Data	H-GAC continued to collect 24-hour DO data through the CRP QAPP (At various events 10/1 through 10/15).
4-Modeling	No additional modeling work was completed in this quarter.
5-Stakeholder Outreach	H-GAC did not hold a stakeholder meeting in 19Q1 pending WPP approval. H-GAC had two Houston Chronicle (and related newspaper) articles during this period as noted in the stakeholder contact summary (in addition to those from the end of the previous quarter). H-GAC participated in a variety of public outreach activities and events as indicated in the stakeholder contact summary document. H-GAC and partners (AgriLife, et al.) planned for outreach events starting in Q2.
6-WPP Development	H-GAC addressed final comments from TCEQ, with additional subsequent revisions. H-GAC addressed all stakeholder comments received and worked with TCEQ to submit a final reviewed draft to EPA.
7-Education and Outreach	H-GAC gave a presentation at a local meeting of the Woodland GREEN community organization (11/29/18) and made minor updates to outreach materials for efforts in Q2. H-GAC is working with local partners on outreach regarding the OSSF SEP program, with several potential sites identified in the watershed area.
8-Final Report	No activity was completed on this task during 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.

EPA WBP Element	Additional Description of Quarterly Activities, Milestones, and Issues
a - ID of Pollutant Sources	No additional work completed this quarter
b - Load Reductions	No additional work completed this quarter
c - Management Measures	H-GAC is working with local jurisdictions to identify and implement OSSF remediation projects.
d - Implementation Resources Needed	H-GAC reviewed a variety of grant funding sources, met with the Houston Endowment contract staff, and discussed forestry programs with a variety of state and national agencies.
e - Education & Outreach	H-GAC gave a presentation to Woodlands GREEN.
f - Schedule for Implementing Management Measures	No additional work completed this quarter
g - Interim Measurable Milestones for Implementation	No additional work completed this quarter
h - Criteria for Evaluating Plan Success	No additional work completed this quarter
i - Implementation Effectiveness Monitoring	No additional work completed this quarter

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