

Quarterly Progress Report

FY19 Q3

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: 6/13/19

Contractor Project Manager: Justin Bower

Approval Signature _____ *Justin Bower* _____ Date ____7/29/19____

TCEQ Project Manager: Jessica Uramkin

Approval* Signature ____ *Jessie Uramkin* _____ Date ____8/13/19____

* 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		
9064	1.2	QPR (FY19Q2)	3/15/2019	03/15/19	QPR submitted.	
9065	1.2	QPR (FY19Q3)	6/15/2019	06/13/19		
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		
9067	1.3	Invoice (FY19Q2)	3/30/2019	03/31/15		
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	07/15/19	Invoice to be submitted prior to due date under separate cover.	
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		
9072	1.4	Quarterly Call (FY19Q2)	2/28/2019	02/01/19		
9073	1.4	Quarterly Call (FY19Q3)	5/31/2019	05/02/19	Call held and notes disseminated prior to this report.	
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		
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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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
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		
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		
4582	5.5	Summary of Public Meetings Attended	5/31/2016	06/15/16		

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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
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		
4591	6.1	Response to Stakeholder Comments	7/13/2018	Various		
4592	6.1	Response to TCEQ Comments	7/13/2018	Various		
4593	6.1	Response to EPA Comments	9/30/2018	NA		
4594	6.1	Final WPP	9/30/2018	12/21/18		
4595	6.1	Documentation of Stakeholder Approval	9/30/2018	10/08/18		
4972	6.1	Draft WPP Outline	12/31/2015	12/31/15		
4973	6.1	Final WPP Outline	1/31/2016	01/31/16		
4596	6.2	Executive Summary	3/30/2019	02/27/19		
4597	6.3	Documentation of Final WPP and ES Distribution	4/25/2019	04/25/19	WPP and ES distributed; additional revisions made to ES subsequent to initial distribution.	
9074	7.1	Summary of Outreach and Education Events (FY19Q1)	11/30/2018	12/13/18		

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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
9075	7.1	Summary of Outreach and Education Events (FY19Q2)	2/28/2019	03/15/19		
9076	7.1	Summary of Outreach and Education Events (FY19Q3)	5/31/2019	06/13/19	Summary included in QPR and associated documentation	
9077	7.2	Stakeholder Meeting (FY19Q1)	11/30/2018	NA		
9078	7.2	Stakeholder Meeting (FY19Q2)	2/28/2019	NA	Meetings held with individual participants, with quarterly meeting to follow in early Q3	
9079	7.2	Stakeholder Meeting (FY19Q3)	5/31/2019	04/25/19	Final meeting held 4/25/19.	
9080	7.2	Summary of Stakeholder Facilitation Activities (FY19Q1)	12/15/2018	12/13/18		
9081	7.2	Summary of Stakeholder Facilitation Activities (FY19Q2)	3/15/2019	03/15/19		
9082	7.2	Summary of Stakeholder Facilitation Activities (FY19Q3)	6/15/2019	06/13/19	Summary included in QPR and associated documentation	
9083	7.3	Draft Water Quality Trends Report	2/28/2019	02/22/19		
9084	7.3	Final Water Quality Trends Report	4/30/2019	03/08/19	Sent to TCEQ under separate cover.	
4598	8.1	Draft Final Report	3/31/2019	05/15/19		5/15/2019
4599	8.2	Address TCEQ Comments	4/30/2019	05/30/19		5/30/2019
4600	8.2	Final Report	5/15/2019	05/30/19	Final approved by TCEQ on 6/13.	5/30/2019

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 2/1 meeting. QPR completed and invoice to be sent under separate cover prior to the end of the month. H-GAC worked with TCEQ and internal staff to ensure spend down was happening at an appropriate pace, including addressing budget changes through budget revision requests.
2-Quality Assurance	H-GAC continued to administer the QAPP, with no corrective actions or substantive QAPP covered work occurring in this quarter. The final QAPP-covered work for the contract was completed prior to the expiration of the QAPP. No additional QAPP work was done for the remainder of the quarter.
3-Water Quality Data	H-GAC continued to collect 24-hour DO data through the CRP QAPP.
4-Modeling	No additional modeling work was completed in this quarter.
5-Stakeholder Outreach	H-GAC met with individual stakeholder this quarter in advance of a full Partnership meeting held on 4/25/19. H-GAC participated in a variety of public outreach activities and events as indicated in the stakeholder contact summary document. H-GAC and partners (Texas Stream Team, Montgomery County) planned to execute the final outreach activities in June/July prior to contract closeout, per discussions with TCEQ.
6-WPP Development	TCEQ/GBEP reviewed and approved the Executive Summary in draft and revised versions. The ES and WPP were disseminated to participants at the 4/25/19 meeting and through the website and social media.
7-Education and Outreach	H-GAC staff represented the project at a variety of outreach events, including an OSSF workshop, landowner resources event, etc. (see outreach summary). 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	The Final Report was submitted and approved.

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 and other outreach efforts.
d - Implementation Resources Needed	H-GAC reviewed a variety of grant funding sources and discussed forestry programs with a variety of state and national agencies.
e - Education & Outreach	H-GAC conducted outreach at a variety of events this quarter, as discussed in the Narrative and project Final Report.
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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