

## Quarterly Progress Report

FY 20 Q1

Entity: Houston-Galveston Area Council

Contract No: 582-18-80213

Project Name: Coastal Communities Education and Outreach

Date Submitted: 3/13/20

Contractor Project Manager: Todd Running

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
8448	1.2	QPR (FY19Q4)	9/15/2019	09/11/19	Submitted to TCEQ on 9/11/19	
8441	1.2	QPR (FY18Q1)	12/15/2017	12/15/17	Due to Hurricane Harvey, contract was signed late in September, and SOD was revised in late October. Introductory letters and project overviews have been mailed to project elected officials with meetings with them and community leaders are being scheduled.	
8451	1.2	QPR (FY20Q3)	6/15/2020			
8449	1.2	QPR (FY20Q1)	12/15/2019	12/12/19	Submitted to TCEQ on 12/12/19	
8447	1.2	QPR (FY19Q3)	6/15/2019	06/10/19	Submitted to TCEQ on 6/13/19	
8446	1.2	QPR (FY19Q2)	3/15/2019	03/15/19	Submitted to TCEQ on 3/15/19	
8445	1.2	QPR (FY19Q1)	12/15/2018	12/15/18	Submitted to TCEQ on 12/15/18	
8444	1.2	QPR (FY18Q4)	9/15/2018	09/15/18	Submitted to TCEQ on 9/15/18	
8443	1.2	QPR (FY18Q3)	6/15/2018	06/15/18	Submitted to TCEQ on 6/15/18	
8442	1.2	QPR (FY18Q2)	3/15/2018	3/15/2018	Submitted to TCEQ on 3/15/18	
8450	1.2	QPR (FY20Q2)	3/15/2020	03/13/20	submitted to TCEQ on 3/13/20	
8461	1.3	Invoice (FY20Q2)	3/30/2020			
8459	1.3	Invoice (FY19Q4)	9/30/2019	10/01/19	Submitted to TCEQ on 10/1/19	
8465	1.3	Invoice (FY20Q4)Aug	10/15/2020			
8464	1.3	Invoice (FY20Q4) July	8/15/2020			
8462	1.3	Invoice (FY20Q3)	6/30/2020			
8460	1.3	Invoice (FY20Q1)	12/30/2019		Could not submit until after approval of BRR. Was resubmitted on 1/29/20	
8457	1.3	Invoice (FY19Q2)	3/30/2019		Cannot submit until budget amendment is approved (FY18 Q2, Q3, Q4, Q5 as well) Still waiting for contract budget amendment from TCEQ to be able to submit invoices for actual expenditures for FY18 Q2-4 and FY19 Q1-2. Submitted 2019 IDC and updated budget on 2/27 and 3/4/18.	
8456	1.3	Invoice (FY19Q1)	12/30/2018		Cannot submit until budget amendment is approved (FY18 Q2, Q3, Q4 as well)	
8452	1.3	Invoice (FY18Q1)	12/30/2017	12/29/17	Resubmitted on 2/7/18	
8455	1.3	Invoice (FY18Q4)	9/30/2018		Rejected until budget amendment approved	
8454	1.3	Invoice (FY18Q3)	6/30/2018		Rejected until budget amendment approved	
8453	1.3	Invoice (FY18Q2)	3/30/2018	03/28/18	Resubmitted on 5/3/18	
8458	1.3	Invoice (FY19Q3)	6/30/2019		Submitted on 7/1/19	
8463	1.3	Invoice (FY20Q4) June	7/15/2020			
8470	1.4	Quarterly Call (FY19Q1)	10/15/2018	10/24/18	Conference Call to Recap Q4 was held on 10/25/18, call summary sent to TCEQ on 11/5/18, and approved by TCEQ on 11/6/18	
8477	1.4	Quarterly Call (FY20Q4)	8/30/2020			
8476	1.4	Quarterly Call (FY20Q3)	5/31/2020			
8475	1.4	Quarterly Call (FY20Q2)	2/29/2020	01/14/20	Conference call to recap Q9 was held on 01/14/20, summary sent to TCEQ on 01/14/20.	
8474	1.4	Quarterly Call (FY20Q1)	11/30/2019	10/16/19	Conference call to recap Q8 was held on 10/16/19, summary sent to TCEQ on 10/16/19.	
8473	1.4	Quarterly Call (FY19Q4)	7/15/2019	07/02/19	Conference Call to Recap Q7 was held on 6/26/19, call summary sent to TCEQ on 7/2/19, and approved by TCEQ on 7/10/19	
8471	1.4	Quarterly Call (FY19Q2)	1/15/2019	01/10/19	Conference Call to Recap Q5 was held on 1/10/19, call summary sent to TCEQ on 1/17/19, and approved by TCEQ on 3/13/19	
8469	1.4	Quarterly Call (FY18Q4)	7/15/2018	07/18/18	Conference Call to Recap Q3 was held on 7/18/18, call summary sent to TCEQ on 7/20/18, and approved by TCEQ on 7/26/18	
8468	1.4	Quarterly Call (FY18Q3)	4/15/2018	04/10/18	Conference Call to recap Q2 was held on 4/10/18, call summary sent to TCEQ on 4/11/18, and approved by TCEQ on 4/11/18.	
8467	1.4	Quarterly Call (FY18Q2)	2/28/2018	03/15/18	Conference Call to recap Q1 was held on 1/26/18, call summary sent to TCEQ on 1/29/18, and approved by TCEQ on 2/2/18.	
8466	1.4	Post-Award Mtg with Notes	10/25/2017	10/16/17	Call was held to revise due dates for subtasks and approved by TCEQ project manager on 10/24/17	
8472	1.4	Quarterly Call (FY19Q3)	4/15/2019	04/15/19	Conference Call to Recap Q5 was held on 4/9/19, call summary sent to TCEQ on 4/15/19, and approved by TCEQ on 4/30/19	
8478	1.5	EPA Coordination (upon request)	8/31/2020			
8479	1.6	Annual Article Report (upon request)	8/1/2019	08/07/18	Submitted to TCEQ on 8/7/2018	
8480	1.7	Quarterly Budget Updates	8/31/2020			
8481	1.7	Y1 Annual Budget Update	9/30/2018	11/01/18	Submitted to TCEQ on 11/1/18 and approved by TCEQ on 11/13/18 (date changes due to budget amendment)	11/5/2018
8482	1.7	Y2 Annual Budget Update	9/30/2019			

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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
8520	2.1	Documentation of one-on-one meetings with cities, including agendas, presentation materials, sign in sheets, and meeting minutes (6 total) (Year 1)	8/31/2020	Ongoing	In <b>Q2</b> , an in-person one-on-one meeting was held with Anahuac (2/1 - mayor, city secretary, water dept. employee). A phone one-on-one was held with Chambers County Prct. 2 Commissioner (2/5) who is over the Oak Island area. Several phone calls were exchanged with the mayor of Bailey's Prairie 1/26 and 1/30), resulting in information being sent to her to share at a town hall meeting. All three ISDs have been sent initial emails offering class presentations and in-service opportunities. I contacted the Rosharon Fire Department (1/30). Calls and emails to Bonney and Danbury have gone unanswered to date. Am working on new strategies to get into those communities. (See Attachment 8520 - CC Contact Log_022818 for details of all contacts.)   In <b>Q3</b> , a presentation was given to Danbury City Council (5/15/18). Approximately 20 residents also in attendance. At the conclusion of the Q&A, the council voted unanimously to form a workgroup with elected officials, staff, and residents and schedule a meeting do a needs assessment. <b>Q4</b> - While no face-to-face meetings were held with the six communities, the Contact Log shows that information about funding opportunities, the open house, and other events was distributed to all the communities via email and phone. (See Attachment 8520 - CC Contact Log_022818 for details of all contacts.)	
8520	2.1	Documentation of one-on-one meetings with cities, including agendas, presentation materials, sign in sheets, and meeting minutes (6 total) (Year 2)	8/31/2020	Ongoing	<b>Q5</b> - There were no face-to-face meetings with cities in this quarter. Focus was on expanding corporate, county-wide and nonprofit organization partnerships in this quarter to build bridges for outreach. Created formal partnership with Olin to become an employee giving option for 2019. Received a 15K donation to seed the partnership and will receive an additional \$8.5K in 2019 and a \$20K Dow Community Grant. Both pots of money are earmarked for Brazoria County.   <b>Q6</b> - Three one-on-one meetings were held with Brazosport College in Lake Jackson to discuss and implement a number of partnership initiatives (4th meeting was held on 3/7). A site coordination team meeting for Trash Bash was held in Lake Jackson on 12/7.   <b>Q7</b> - A site visit was taken to Brazosport College on 4/12 (attended by 5 H-GAC staff and 2 BC staff). Toured the City of Anahuac WWTF on 5/30 and met with prominent Chambers County resident Guy Robert Jackson on 5/30 to help promote the program opportunities in the project area. Provided Olin Corporation with a spending summary for the first 4 months of 2019.   <b>Q8</b> - (1) Presented the project to the Village of Bailey's Prairie City Council on 7/18 and had a follow-up call on Monday, 7.21. A needs assessment was done and priorities set for working with the community. (2) Dates were set for two OSSF homeowner education courses (9/26 and 10/12) and a Texas Stream Team training (9/14) with Brazosport College. (3) Discussed volunteer opportunities with Taylor Clark, Dow Operations-Freeport, Clarified River Water Run Plant Engineer (7/23).	
8520	2.1	Documentation of one-on-one meetings with cities, including agendas, presentation materials, sign in sheets, and meeting minutes (6 total) (Year 3)	8/31/2020	Ongoing	<b>Q9</b> - (1) No one-on-one meetings were held, but continued communication occurred via phone and email with Cheryl McBeth, Mayor Pro Tem of Bailey's Prairie, to schedule an OSSF Homeowner Education Course and free pump outs for residents who attended and who met the qualifications. (2) Following the OSSF homeowner education course, visual inspections of qualifying septic systems were performed to confirm participant eligibility and need on 11/14. <b>Q10</b> - (1) No one-on-one meetings were held, but communication continued via phone and email with Cheryl McBeth, Mayor Pro-Tem of Bailey's Prairie, regarding the project to educate homeowners on OSSF maintenance and pump out qualifying systems. (2) Six of seven identified qualifying systems were pumped out on 12/10/2019. The seventh system was discovered to have been destroyed post Hurricane Harvey.	
8485	2.2	1 of 9 Stakeholder Mtg Documentation	5/31/2018	08/22/18	We are trying to get more community involvement in the targeted communities before convening the stakeholder group. These meeting will include the communities in this grant, 16 other coastal communities, as well as outreach staff from other entities and organizations. I'd like this meeting to be a bigger deal than first anticipated with the open house concept I have planned. I have been recruiting outreach staff and organizations to see if there is interest and there is. Coastal Communities Outreach Open House was held on 8/22/18 in Alvin. It was attended by 26 stakeholders from four counties, including Brazoria.	8/31/2018
8486	2.2	2 of 9 Stakeholder Mtg Documentation	8/31/2018	11/07/18	Second work group meeting will occur after the open house meeting (first meeting). There will be two opportunities for stakeholders during FY19 Q1. There will be an outreach workgroup meeting in mid-November and some stakeholder cities will also be invited to be part of the new Oyster Creek TMDL/WPP process as they border both areas. There will also be a Double Bayou WPP stakeholder meeting in the fall. Date is still to be determined. H-GAC staff will attend all meetings representing the CC project.   <b>Q5</b> - The second stakeholder meeting was held on 11/7/18.	11/15/2018
8487	2.2	3 of 9 Stakeholder Mtg Documentation	2/28/2019	02/20/19	The third stakeholder meeting was held on 2/20/19 at Alvin Community College in Brazoria County. There were 11 in attendance but for the first time, we had participation for elected official and director-level staff, in addition to our outreach groups, and city staff.	
8488	2.2	4 of 9 Stakeholder Mtg Documentation	5/31/2019	05/23/19	The fourth stakeholder meeting was held on 5/23/19 in Angleton in Brazoria County. There were 13 in attendance, including three elected officials, in addition to outreach groups, and city staff. Double Bayou WPP stakeholder meeting was held on 2/19/19 (forgot to include it in Q6). A Chambers County Landowner Riparian Workshop was held in Baytown on 5/1. It was cohosted by HARC, H-GAC, and Texas A&M AgriLife. Two Oyster Creek TMDL stakeholder meetings were held (3/12 and 5/23) - two CC cities are on the edge of both Oyster Creek and Bastrop Bayou.	
8489	2.2	5 of 9 Stakeholder Mtg Documentation	8/31/2019	08/07/19	The first FOG (fats, oils, grease) subcommittee meeting was held in Alvin in Brazoria County on 7/31/19. There were 8 in attendance, including two elected officials, in addition to outreach groups and city staff.	
8490	2.2	6 of 9 Stakeholder Mtg Documentation	11/30/2019	09/03/19	(2) The Clean Waters Initiative Workshop Field Trip was held on 8/8/19, in conjunction with the H-GAC Clean Rivers Program. It was hosted by the Save Texas Water Coalition at the North Harris County Municipal Water District offices.	
8491	2.2	7 of 9 Stakeholder Mtg Documentation	2/29/2020	09/11/19	The second FOG (fats, oils, grease) subcommittee meeting was held via webinar and conference call on 8/22/19. There were 6 participants, including an outreach group and city staff.	

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8492	2.2	8 of 9 Stakeholder Mtg Documentation	5/31/2020			
8493	2.2	9 of 9 Stakeholder Mtg Documentation	8/31/2020			
8484	2.2	Draft agenda and presentation material for triannual stakeholder meetings (14 days prior to scheduled presentation)	8/31/2020			
8494	2.3	Draft Task Report	6/15/2020			
8495	2.3	Final Task Report	7/15/2020			
8497	3.2	Final Needs Assessment Report	5/31/2018	06/13/18	Final Report submitted on 6/13/18 and approved by TCEQ on 6/26/18	
8496	3.2	Draft Needs Assessment Report	4/30/2018	05/29/18	Draft Report submitted on 5/29/18	
8498	4.1	Draft Project Website and Toolbox	8/31/2018	08/10/18	Draft Website and Toolbox submitted on 8/10/18 for review	
8499	4.1	Final Project Website and Toolbox	10/15/2018	08/13/18	Website and Toolbox approved by TCEQ on 8/13/18	
8500	4.2	Draft Task Report	11/15/2018	11/14/18	Submitted to TCEQ on 11/14/18	
8501	4.2	Final Task Report	11/30/2018	11/20/18	Submitted to TCEQ on 11/20/18 and approved by TCEQ on 11/27/18	
8502	5.1	Draft Public Outreach Plan	9/30/2018	08/30/18	Submitted to TCEQ on 8/30/18	
8503	5.1	Final Public Outreach Plan	10/31/2018	10/26/18	Submitted to TCEQ on 10/26/18 and approved by TCEQ on 11/27	
8504	5.2	Draft Outreach Roadmap	9/30/2018	08/30/18	Submitted to TCEQ on 8/30/18	
8505	5.2	Final Outreach Roadmap	10/31/2018	10/26/18	Submitted to TCEQ on 10/26/18 and approved by TCEQ on 11/27	
8521	6.1	Documentation of Education and Outreach Materials distributed (18Q1)	12/15/2017	12/15/17	No materials have been distributed to date. Existing materials are offered on website via link now and the display "placemat" has been provided with all . Links to each actual file for will be added in Q2.	
8532	6.1	Documentation of Education and Outreach Materials distributed (20Q4)	9/15/2020			
8531	6.1	Documentation of Education and Outreach Materials distributed (20Q3)	6/15/2020			
8530	6.1	Documentation of Education and Outreach Materials distributed (20Q2)	3/15/2020		A New Year Update newsletter was distributed to projet cities and other coastal communities to remind them of the resources available through the Outreach Roadmap and keep them engaged with the project.	
8529	6.1	Documentation of Education and Outreach Materials distributed (20Q1)	12/15/2019		No materials have been distributed this quarter, but a participant in the coastal communities workgroup has checked-out four interactive water quality games listed on the Coastal Communities website for multiple events next quarter in Brazoria County. Funnels and scrapers were also provided for the events.	
8528	6.1	Documentation of Education and Outreach Materials distributed (19Q4)	9/15/2019		Distributed 100 each of fat funnels, pan scrapers, pet waste bag leash dispensers, earth911 refrigerator magnets, Trash Bash rack cards, and stormwater quality brochures at Brazoria County Hurricane Preparedness Expo (6/22). Distributed 85 goody bags containing fat funnels, pan scrapers, pet waste bag leash dispensers, earth911 refrigerator magnets, Trash Bash rack cards, and stormwater quality brochures at Olin Take Your Kid to Work Day (7/18). Distributed 65 goody bags containing fat funnels, pan scrapers, pet waste bag leash dispensers, earth911 refrigerator magnets, Trash Bash rack cards, and stormwater quality brochures to the Village of Bailey's Prairie (7/18) Installed a new OSSF system in Rosharon for \$14,000, using SEP funding through the H-GAC Wastewater Assistance Program (7/31). Placed a pet waste station and a pharmaceutical MedSafe (for in Jones Creek. Place three pharmaceutical MedSafes in Chambers County.	
8527	6.1	Documentation of Education and Outreach Materials distributed (19Q3)	6/15/2019		Delivered 100 fat funnels, 100 pan scrapers, 100 pet waste bag leash dispensers, and 630 replacement bag rolls to Anahuac Public Works Director on 5/30. H-GAC staff attended Boy Scout Fair (Sam Houston Council) (4/6), Bay Day at Kemah (Galveston Bay Foundation) (4/22), Pearland Earth Day (4/22) events to discuss bacteria using Pitch the Poop and FOG. Pet waste bag dispensers, Trash Bash rack cards, and stormwater quality brochures were given out. H-GAC educational materials and giveaway items were used at ExxonMobil Earth Day (4/22) event (many employees live in Double Bayou), Pearland Earth Day (4/22), Earth Day Houston (4/14). Placed 12 pet waste stations in Brazoria County, including 5 at Brazosport College - all were purchased using Olin Corp. donation funds. Fat funnels, pan scrapers, and pet waste bag leash dispensers were distributed to volunteers who visited the educational exhibits at both Trash Bash locations (3/30). Installed three new OSSF systems in Double Bayou, totaling \$34,100, using SEP funding.	
8526	6.1	Documentation of Education and Outreach Materials distributed (19Q2)	3/15/2019	03/15/19	Distributed pet waste bag dispensers, fat scrapers, FOG funnels, stormwater brochures, and Earth911 refrigerator magnets to Anahuac ISD fourth graders (2/7). Distributed CC one-page summaries and OSSF flyers at Oyster Creek TMDL project meeting (1/29); Clean Waters Initiative (2/26) ; Workgroup Meeting #3 (2/20). Received press coverage for receipt of Dow Community Grant (2/27). Editorial in The Facts to support water quality projects (1/30/19).	
8525	6.1	Documentation of Education and Outreach Materials distributed (19Q1)	12/15/2018	12/15/18	Distributed CC one-page summaries at Bayou Preservation Symposium (10/18), Trash Free Bayous meeting (11/2), Clean Waters Initiative Workshop (10/24), Olin Ambassador Trainings (9/11 and 9/17), Surfside Jetty Cleanup (10/12) BIG Fall meeting (10/23), Basin 11 Oyster Creek TMDL (11/8), Basin 13 Caney Creek TMDL (11/1), and CC Workgroup meeting (11/7) Took Trash Bash Rack Cards, Stormwater Quality Brochures, and EPA After the Storm Brochures to all these events.	

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8524	6.1	Documentation of Education and Outreach Materials distributed (18Q4)	9/15/2018	09/15/18	Distributed fat scrapers and FOG funnels (donated as match by the Galveston Bay Foundation), Trash Bash rack cards, stormwater quality brochures, and pet waste bag dispensers at World Oceans Day (Artist Boat), Brazoria County Hurricane Expo (Brazoria County), Schlumberger Health, Safety, and Environment Day (Rosharon) events.	
8523	6.1	Documentation of Education and Outreach Materials distributed (18Q3)	6/15/2018	06/15/18	Distributed fat scrapers and FOG funnels (donated as match by the Galveston Bay Foundation), Trash Bash rack cards, stormwater quality brochures, and pet waste bag dispensers at OSSF Homeowner Education Workshops, Double Bayou WPP Stakeholder Meeting, Danbury City Council. H-GAC staff attended Nurture Nature (Baytown ), Boy Scout Fair (Sam Houston Council), Bay Day at Kemah (Galveston Bay Foundation) events to discuss bacteria using Pitch the Poop and FOG. Pet waste bag dispensers, Trash Bash rack cards, and stormwater quality brochures were given out.	
8522	6.1	Documentation of Education and Outreach Materials distributed (18Q2)	3/15/2018	03/15/18	Samples of pet waste bag dispensers, and FOG funnels and fat scrapers were taken to Anahuac for the one-on-one meeting.	
8510	6.1	Q11 Documentation of Public Outreach Events (20Q2 - 20Q3)	6/15/2020		Q10 - Spoke with Houston Advanced Research Center (HARC) staff about presenting on the project resources and progress at a Double Bayou WPP stakeholder meeting in May 2020.	
8509	6.1	Q9 Documentation of Public Outreach Events (19Q4 - 20Q1)	12/15/2019	12/12/19	Q8 - Attended the Basin 11 Bacteria Reduction Project Leadership Forum in Alvin (6/13). Presented a project update on the coastal communities project to the Galveston Bay Estuary Program Public Participation & Education committee (6/18). Attended the Galveston Bay Foundation Educational Administrators Forum in Kemah (6/20). Had a booth based on FOG at the Brazoria County Hurricane Preparedness Expo in Angleton (6/22). Exhibited all four educational exhibits/games at Olin Corporation Take Your Kid to Work Day (7/18) in Lake Jackson. Q9 - Conducted an OSSF Homeowner's Education Course for Bailey's Prairie residents (10/5). Provided an overview of watersheds and nonpoint source pollution with a demonstration of Texas Stream Team water quality monitoring for Olin employees living in Brazoria County (10/07).	
8508	6.1	Q7 Documentation of Public Outreach Events (19Q2 - Q3)	6/15/2019		Q6 - H-GAC staff provided education on nonpoint source pollution prevention for residents to all fourth graders in Anahuac ISD (2/7). 110 students were reached. Presentations on the Coastal Communities project Oyster Creek TMDL Basin 11 Stakeholder Meetings (1/29). Attended the Bayou Preservation Association Trash Free Bayous meeting (12/7) to talk more about Trash Free Texas help in coastal counties. Attended a TMDL bacteria reduction meeting for Oyster Creek (1/29). Double Bayou WPP Stakeholder Meeting was held (2/19). Attended H-GAC Clean Waters Initiative workshop on Wastewater and Water Infrastructure funding sources (2/26). Attended Solid Waste Workshop on Environmental Enforcement (2/21).   Q7 - H-GAC staff attended Boy Scout Fair (Sam Houston Council) (4/6), Bay Day at Kemah (Galveston Bay Foundation) (4/22), Pearland Earth Day (4/22) events to discuss bacteria using Pitch the Poop and FOG. Pet waste bag dispensers, Trash Bash rack cards, and stormwater quality brochures were given out. H-GAC educational materials were used by partner entities at ExxonMobil Earth Day (4/22) event (many employees live in Double Bayou), Pearland Earth Day (4/22), Earth Day Houston (4/14). All these events potentially serve project area residents. Texas Stream Team training scheduled for Brazosport College on 5/11 was canceled due to extensive flooding rain in the county. Will be rescheduled for fall 2019. Trash Bash was held on 3/30 at two locations - Bastrop Bayou and Oyster Creek (both serving residents of Brazoria County).	
8507	6.1	Q5 Documentation of Public Outreach Events (18Q3 - 19Q1)	12/15/2018	12/15/18	Q3 - H-GAC staff hosted two OSSF homeowner education workshops (5/5 in Baytown and 5/19 in Galveston). Presented the Coastal Communities program at Danbury City Council on 5/15. Attended Nurture Nature in Baytown 4/14, Bay Day at Kemah on 4/24, Sam Houston Boy Scout Council Scout Fair on 4/14 - all are regional event that include the project area residents.   Q4 - Attended World Oceans Day in Galveston on 6/8, Clean Rivers Program Statewide Meeting 6/6, Brazoria County Hurricane Preparedness Expo on 6/23, Holiday Lakes City Council on 6/19 (technically outside the project scope but in the near vicinity, Schlumberger Health, Safety, and Environment Day (7/18).   Q5 - H-GAC staff attended two sessions (9/11 and 9/17) to train Olin Corporation employee giving ambassadors to promote H-GAC as a giving partner for the Olin payroll giving program called Olin Does. New partnership with Brazoria County Parks was born and H-GAC, Olin, and Brazoria County Parks hosted a jetty cleanup at Surfside Beach (10/12). Attended the Bayou Preservation Association Trash Free Bayous meeting (11/2) to talk about this project, Trash Bash, Trash Free Texas, and the Marine Debris Action Plan. Presentations on the Coastal Communities project at the Caney Creek TMDL Basin 13 (11/1) and Oyster Creek TMDL Basin 11 Stakeholder Meetings (11/8).	
8512	6.2	Final Task Report	7/15/2020			
8511	6.2	Draft Task Report	6/15/2020			
8513	7.1	Draft Final Report	6/15/2020			
8514	7.2	Final Report	7/15/2020			

Task/Issue	Additional Description of Quarterly Activities, Milestones, and Issues
1-Project Administration	<b>Q1</b> - Project start was delayed due to Hurricane Harvey. Contract was not signed until 9/25/17 and revised SOD was not approved until 10/24/17. QPR Q1 FY 18 submitted on 12/15/17.   <b>Q2</b> - QPR Q2 FY18 submitted on 3/15/18.   <b>Q3</b> - QPR FY18Q3 submitted on 6/15/18.   <b>Q4</b> - QPR FY18Q4 submitted on 9/15/18. Budget Amendment information submitted on 9/11/18.
2-Stakeholder Meetings	<b>Q1</b> - Materials for elected officials were approved by H-GAC management before being sent to TCEQ for approval. Letters to the four cities were mailed the week of 12/4/17. Visits to determine community leaders to the two CDPs will coincide with meetings set up in each geographic region.   <b>Q2</b> - One-on-one meeting was held with the mayor, city secretary, and water dept. employee of Anahuac (Double Bayou). One-on-one phone meeting with Chambers County commissioner Precinct 2 about the Oak Island area (Double Bayou). Several conversations with mayor of Bailey's Prairie (Bastrop Bayou) regarding finding someone for us to work with. No response from Bonney, Danbury, and Rosharon to date after several phone and email contacts. Initial contacts with Anahuac, Angleton, and Danbury ISDs completed. Will follow up to set up presentation in April and May and to get some in-service time in the fall.   <b>Q3</b> - [1] <i>Bailey's Prairie</i> : no contact despite repeated emails and phone calls. [2] <i>Bonney</i> : Finally spoke with mayor via telephone about meeting. However, he has not responded to requests to set a face-to-face meeting. [3] <i>Rosharon</i> : no luck with community as of yet. Will attend a volunteer fair at Schlumberger in July - they have a facility near Rosharon and will look for help with outreach to the community. Met with Rep of Brazoria County Drainage District #4, located near Rosharon, who provided some guidance about contacts. [4] <i>Danbury</i> : Met with mayor/council on new mayor's first day in office. Luckily she is positive and is working to gather a core team and complete the needs assessment. Council voted unanimously to work with us. [5] <i>Anahuac</i> : Needs assessment is complete. [6] <i>Oak Island</i> : Attended Double Bayou WPP Stakeholder meeting to work with their coordinating committee. Though it and work with Chambers County Pct 2 commissioner the needs assessment is complete. Have received several OSSF referrals from the County. [6] Contacted school districts with offers to do our Freddie the Fish nonpoint source pollution program in elementaries and train middle or secondary teachers to be certified Texas Stream Team monitors. - no response in spring. Will try again for fall.   <b>Q4</b> - Stakeholder Meeting #1 was held on 8/23 in Alvin. The format was the Coastal Communities Outreach Open House to allow city staff and elected officials to network with government-funded and NGO outreach organizations willing to help with outreach in coastal communities. 26 people participated in the open house style meeting. It was promoted in the H-GAC Community & Environmental newsletter, the H-GAC Texas Stream Team newsletter, on the Coastal Communities website home page, and Trash Bash and H-GAC's Facebook, Twitter, and LinkedIn pages. (1) <i>Bailey's Prairie</i> : Found out late in the quarter they have a new mayor. Will try to initiate contact during Q5. (2) <i>Bonny</i> : Unable to make any contact. Mayor has a full-time job in Houston and is not responsive. (3) <i>Danbury</i> : no direct contact. (4) <i>Rosharon</i> : received contacts at Schlumberger Research Center to help with outreach in the CDP.(5) <i>Anahuac</i> : new public works director. (6) <i>Oak Island</i> : TSSWCB has funded implementation for Double Bayou WPP for two years. Will work outreach with them. Have three septic system repairs in process in the WPP area. <b>OTHER CONTACT</b> : (A) All contacts were notified via email on the following topics: H-GAC elected officials training (1); EDA funding (1); USDA and Recycling Partnership funding (1 each); invitation to tire recycling workshop (1); invitation to Coastal Communities Outreach Open House (3 emails and a phone call).
3 - Needs Assessment Report	<b>Q3</b> - Draft needs assessment was submitted for review on 5/29/18. <b>Q4</b> - Final needs assessment report submitted on 6/13/18 and approved by TCEQ on 6/26/18.
4 - Development of Toolbox and Outreach Materials	<b>Q1</b> - Work has been done to begin the refresh and update of the www.CoastalCommunitiesTX.com website, which was created for a prior 604b project. Domain name has been secured for three more years. All links have been updated, education/outreach and events pages have been created, and contact information is updated to reflect current project management.   <b>Q2</b> - Website is updated on a weekly basis. In this quarter model pet waste and FOG ordinances were added, resulting from a stakeholder request. Events are added as they come available. Topic descriptions and links to local programs for each topic area were added.   <b>Q3</b> - Visits to the website have increased with 27 page views and 10 visitors on May 21. Links to outreach material art for all our existing interactive games/exhibits plus OSSF information (in Spanish and English) were posted to the website. The Funding Resources page now has RED alerts for new funding opportunities. New OSSF SEP Flyer was created and is being translated into Spanish.   <b>Q4</b> - Draft Website/Toolbox was submitted for review on 6/26/18. Revisions were made and were accepted on 8/10/18. Website is updated weekly. Topic tabs were improved. A new section (In the News) was created to highlight local news and information items about or of importance to coastal communities. Clarifications were made to the categories of funding.
5 - Public Outreach Plan and Outreach Roadmap	<b>Q4</b> - Draft public outreach plan and outreach roadmap were submitted on 8/30/18. Phone discussion for revisions was held on 9/11/18 and a Final Plan and Roadmap deadline was set for 10/31/18.   <b>Q6</b> - Outreach plan and roadmap was approved Outreach Plan and Roadmap were placed on the website

<p>6 - Event Coordination and Select Outreach Activities</p>	<p><b>Q3</b> - [1] Attended or hosted several outreach events, meetings and trainings: Trash Bash in Bastrop Bayou - existing site (03/24/18) Nurture Nature (4/14/18) Sam Houston Council Boy Scout Fair (4/14/18) Bay Day at Kemah (4/21/18) - all are regional events that draw from coastal counties. [2] H-GAC and Galveston Bay Foundation hosted two OSSF Homeowner Education Workshops (5/5/18 in Mt. Belvieu and 5/19/18 in Bayou Vista) targeting Bastrop Bayou, Double Bayou, and Cedar Bayou. Event notices were sent to media in 4 counties and to staff in all CC cities and counties. [3] H-GAC helped facilitate the third Greater Houston-Galveston Marine Debris and Aquatic Trash Action Plan Summit (5/9/18). [4] H-GAC staff presented the coastal communities program concept at Danbury City Council (5/15/18). A reporter from the Brazosport Facts was in attendance and did a great follow-up on the project in the paper (5/30/18) [5] H-GAC staff presented the coastal communities program concept at the Double Bayou WPP annual stakeholders meeting (5/23/18). [6] Special Alert email messages were sent for the H-GAC Elected Officials Workshop and several funding opportunities. [7] H-GAC staff participated in a conference call with TCEQ and the University of Texas at Arlington to discuss a stormwater infrastructure study grant they are applying for. If received, UTA staff would work with the coastal communities to identify and investigate funding sources for stormwater infrastructure needs.   <b>Q4</b> - [1] Attended a conference call with Texas Water Resources Institute about working with them on a 319 grant to expand the coastal communities project along the coastal region. Part of the proposal would be an expansion of the H-GAC Coastal Communities website to include their project areas. [2] Olin Corporation - attended a conference call (6/31) and an in-person meeting (8/20) to secure corporate donation and become an employee giving partner for 2018 campaign. \$15,000 is being donated up front and then the employee giving will be quarterly payments to the H-GAC nonprofit Center for Regional Excellence for use by the H-GAC Water Resources group to implement outreach in Brazoria County. \$5,000 is earmarked for the creation of a new site in Lake Jackson (southern edge of Bastrop Bayou) and Olin will coordinate the site. Preparations are underway for a 2019 location. [3] Attended the Brazoria County Hurricane Preparedness Expo (6/23). Materials used focused on stormwater prevention pollution, using the LID demonstration and FOG disposal. The EPA After the Storm, H-GAC Separating Debris, and H-GAC general stormwater brochures were distributed, along with pet waste bag dispensers, fat scrapers, and fat funnels. [4] Attended the Schlumberger Health, Safety, and Environment Day (7/18) at the Houston Ardmore Facility. Materials focused on volunteer activities with Trash Bash and Texas Stream Team, as well as behavior changes focused on reducing bacteria levels in waterway by picking up pet waste and proper disposal of fats, oils, and grease. Schlumberger has a big research facility in Brazoria County and this event helped make connections. [5] Using other funding (BIG), attended a city council meeting in Holiday Lakes in June (a small community near Bastrop Bayou) to talk about outreach by H-GAC in the county. [6] Using other funding (BIG), purchased 18 total pet waste stations for the cities of Palacios and Bay City in Matagorda County and the City of Sweeny in Brazoria County. We hope to use these successes to encourage participation by the communities in this project. [7] Attended World Oceans Day event in Galveston (6/8), sponsored by Artist Boat. Materials used focused on proper disposal of fats, oils, and grease. Ancillary materials focused on pet waste disposal. Approximately 400 people attended the event. Distributed pet waste bag dispensers, fat funnels, and pan scrapers. [8] Presented our project to the Bayou Preservation Association Watershed Meeting (6/11) - they are interested in expanding their reach into Brazoria County.</p>
<p>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.</p> <p>Note: Please address activities and issues related to contract amendments, budget revisions, and other administrative matters under Task 1.</p>	

Task/Issue	Additional Description of Quarterly Activities, Milestones, and Issues		
1-Project Administration	<b>Q5</b> - QPR FY19Q1 submitted on 12/15/18. Budget Amendment information submitted on 9/11/18. Annual Budget Update was submitted to TCEQ on 11/13/18 and approved by TCEQ on 11/13/18.	<b>Q6</b> - QPR FY19 Q2 submitted on 3/15/19. Invoices are still stalled by the budget amendment process.	<b>Q7</b> - QPR FY19 Q3 submitted on 6/15/19. Budget amendment is fully executed and all invoicing for past quarters should be included in FY19 Q2 invoice.
2-Stakeholder Meetings	<b>Q5</b> - [1] No one-on-one meetings were held in Q4. [2] Stakeholder Meeting #2 was held on 11/7 at H-GAC offices. The format was a visioning session to provide an overview of the project, do visioning and goal setting for the group, and discuss next steps. All cities and appropriate county officials received two invitations and the event was in the H-GAC Community & environmental newsletter for two months. A meeting summary was included in the Texas Stream Team newsletter that published the day after the meeting. Attendance was 23, representing 14 different entities. Overarching goals of the project were reviewed, and through facilitated visioning, ten outreach needs were identified. 7 priorities were determined, and a priority plan was proposed (FOG). A number of entities who were invited invitations going forward were identified. H-GAC and partners will reach out. Each attendee was asked to bring someone to the next meeting and bring the answer to the question "how do you focus on FOG in your organization?" The next meeting (Feb 19) will finalize goals and priorities and will also determine a webinar meeting session for local governments (for May). [3] Contacted the 130ids in the project area to do outreach in the classroom. Anahuac ISD is scheduled to do all 4th graders in February. Angleton ISD sent it out to all science teachers but no response so far. Danbury ISD did not respond. [4] Bailey's Prairie and Bonney were invited to the Oyster Creek TMDL Stakeholder Meeting (11/18) but did not attend. Brazoria County Precinct 3 Commissioner Duane Payne attended and has helped facilitate a meeting with Brazzopot College to get them involved in the county projects. Brazoria County Parks also attended the meeting and will be involved in Trash Bash. [4] Sent a notice to all 6 communities about some USDA and GLO funding opportunities. [5] A lot of work was done with Olm Corporation - see Task 6 for more information. [6] Reached base with the Double Bayou WPP coordination team at the Houston Advanced Research Center. We will coordinate outreach efforts for that area within the scope of their project as they begin a 3-year implementation plan that overlaps 2 years with this project. There are 3 OSF replacements under construction in Double Bayou and one more early in the process. [6] H-GAC staff participated as a steering committee member in a number of conference calls for both the Houston-Galveston Marine Debris Action Plan steering committee and the Trash Free Texas steering committee. The project area is included in the designated reach of both projects.	<b>Q6</b> - [1] A total of 3 one-on-one meetings were held with Brazzopot College in Lake Jackson (1/14/19) (2/13) - a fourth scheduled for 3/7. They have 30,000 students, most from Brazoria County. We will hold a Texas Stream Team Training (5/11/19) and OSF Homeowner Education course (July 2019) as part of their adult community education program which they will promote for us, they are participating in Trash Bash, will receive 5 pet waste stations for their trail system using Olm funding. Follow ups for 19Q3 include: working with them to get to the chemical companies' Citizen's Advisory Panels to present our programs; meeting with science coordinators for ISDs; finding a location to store educational games for check out in Brazoria County. [2] Short meeting with president of Alvin Community College - will follow up to initiate programs with ACC like we are starting with Brazzopot College. [3] Site coordination meeting for Lake Jackson Trash Bash site (12/17) [4] OSF PROJECT - H-GAC Wastewater Assistance Program - failing OSF# 1(3) in Double Bayou have been identified, and are under contract for replacement. Installation has been delayed due to excessive rain. A failing OSF in Roanoke has been identified and the inspection and approval process is under way. [5] Stakeholder Meeting #3 was held on 2/20 at Alvin Community College. The agenda included formalizing goals, discussion on FOG project, review of website, further discussion of who should attend. Two elected officials, and a public works director attended. City of Houston Water staff continue to be involved. Galveston Bay Foundation, Galveston Bay Estuary Program, H-GAC and Artist Boat represented outreach groups. Alvin Community College had a rep present.	<b>Q7</b> - [1] A conference call was held with Brazzopot College on 3/7 to discuss additional course offerings. Brazzopot College decided to be part of Trash Bash as well at this meeting. A site visit to the college was held on 4/12 to exchange ideas about our programs and projects and how to dovetail our organizations to promote water quality and education. [2] Oyster Creek stakeholder meeting held in Lake Jackson - includes portions of Roanoke and Bailey's Prairie on 3/12. [3] Trash Summit conference call on 4/11 and 4/25 to prepare for the Trash Summit on 5/7. [4] Oyster Creek stakeholder meeting in Angleton on 5/23. [5] Stakeholder Meeting #4 was held on 5/23 in Angleton (in Brazzopot Bayou). Met with prominent Anahuac Chambers County resident Gu Robert Jackson on 5/30 in Anahuac to discuss the goals and opportunities for Double Bayou by participating more actively in the CC program.
3-Needs Assessment Report	<b>Q5</b> - no new needs assessments completed.	<b>Q6</b> - [1] Informal needs assessment conducted with Brazzopot College - it was more to assess how they can assist us than vice versa. [2] Dow Community Grant for \$20K for work in Brazoria County on OSF#s has been received. [3] Olm Corporation employee giving program funding is underway. Priority projects are Trash Bash (\$5K), litter-related giveaway items, and pet waste stations.	<b>Q7</b> - Did a site visit to Brazzopot College on 4/12 (after a conference call on 3/7) to see the facility and how they could assist us, especially with workshop space and publicity for workshops in the future. Toured the City of Anahuac WWTF and discussed the ongoing issues of water quality related to I&I and SDOs in the watershed. Provided city with funnels, scrapers, and pet waste bag leach dispensers to use to help education residents.
4-Development of Toolbox and Outreach Materials	<b>Q5</b> - Website continues to be updated weekly with new events, funding sources, and news items. The Get Tools section has been reorganized and the Outreach Plan and Roadmap and Outreach Materials have been added to the site. An outreach piece advertising the website and outreach materials will be created and delivered electronically and as a paper brochure in 2019.	<b>Q6</b> Website is updated weekly and with new events and resources as they are identified. An outreach piece advertising the website and outreach materials will be created and delivered electronically and as a paper brochure in 2019. We talked about a What can you do in 5 min? type piece - will complete in 19Q3 as a newsletter piece. OSF flyer is available in English and Spanish. Stormwater Quality brochure is in English, Spanish and Vietnamese thanks to another TCEQ grant. Other posters [pet waste, FOG, LID] are available in three languages now as well. They will be posted to the website.	<b>Q7</b> - A new game related to trash [Fish Me From The Watershed] was created using a different TCEQ funding source. The game focuses on decisions for disposal of common trash items (from the landfill to the 3 R's). It has a poster and pledge like the other games - it has been added to the outreach materials section of the website. The website is updated at least weekly. It has been upgraded to Pro which allows for more storage and better functionality. Pages and sections continue to be reorganized to make info more accessible. Tried something new by adding information about events and applicable projects to the stakeholder meeting invitations to help raise awareness of the programming H-GAC has to offer in the sphere of the four pillars of this project. My work in the Solid Waste division has allowed for expanded opportunities to work on the litter and illegal dumping pillar to a greater extent than just Trash Bash.
5-Public Outreach Plan and Outreach Roadmap	<b>Q5</b> - Spent a lot of time finishing the website and planning, writing, and revising the Public Outreach Plan and Roadmap. It was submitted on 10/26/18 and approved by TCEQ on 11/27/18. A welcome letter was added to the plan and instructions for using each section were added for more clarity. It is now posted on the website in its entirety as a PDF and broken into parts as web pages. Comment about organization are welcome.	<b>Q6</b> - one set of monthly roadmap messages was posted and it was discovered that there was not enough storage on the website for a lot of graphics. The website has been upgraded and more messages are created and need to be loaded to catch up through March.	<b>Q7</b> - Outreach Roadmap messages have been created and uploaded through June.
6-Event Coordination and Select Outreach Activities	<b>Q5</b> - [1] Site for Trash Bash is set at Dunbar Park in Lake Jackson. While the actual site is on Oyster Creek, the area is at the very bottom edge of the Bastrop Bayou watershed and it is likely that some cleanup locations will be in the lower watershed. Bailey's Prairie and Bonney are actually on the border between the two watersheds. None of the cities in the project area have the capacity to organize and coordinate the site and most of the waterways in Bastrop Bayou are private property. The event will be promoted in the cities in the WPP area, as well as promoting the Baytown location for the Double Bayou part of this project. [2] A lot of work was done to start a new partnership with the Olm Corporation in the greater Brazoria County area. Olm will be the site coordinator and is the sponsoring partner. OSF, H-GAC was given a corporate donation of \$5K to seed projects and purchase pet waste stations, OSF repair, BMP giveaways, printing, etc. for water quality projects in the county. H-GAC staff attended two sessions (9/11 and 9/17) to train employee giving ambassadors to promote H-GAC as a giving partner for the Olm payroll giving program called Olm Does. As a result, an additional \$8.5K was raised for H-GAC to use in Brazoria County. Quarterly reporting will be required to Olm. The third part of the Olm partnership was to set up an event for the Olm Volunteer Week. Contact was made to all the project cities asking if they had any projects that needed volunteer help. None responded. However, a new partnership with Brazoria County Parks was born and H-GAC hosted a petty cleanup at Surfside Beach (10/12). While not directly in the project area, many Olm employees live in the watershed and it was the most well-attended event of the week (30 employees who collected more than 150 pounds of trash in 2 hours). The event was an opportunity for H-GAC staff to work side-by-side with Olm employees to educate them on H-GAC, this project, and at the water quality work being done in Brazoria County. It is expected that more volunteer activities will be done in 2019. [3] Attended the Bayou Preservation Association Trash Free Bayou meeting (11/2) to talk about this project. Trash Bash, Trash Free Texas, and the Marine Debris Action Plan. [4] Presentations on the Coastal Communities project at the Caney Creek TMDL Basin 13 and Oyster Creek TMDL Basin 11 Stakeholder Meetings. [5] Project one pager was available at the Olm Ambassador Training (9/11 and 9/17) Bayou Preservation Association Symposium (10/18), Bacteria Implementation Group (BIC) annual meeting (10/23), Clean Waters Initiative Workshop (10/24), Oyster Creek TMDL (11/8) and Caney Creek TMDL (11/1) meetings.	<b>Q6</b> - [1] Presented Trash Free Texas adopt-a-spot project to Bayou Preservation Association (12/7). Bastrop and Bonney are Tier 2 watersheds for them. Discussion to possibly help sponsor cleanup sites in these bayous. [2] Trash Bash Steering Committee meetings were held on 1/9 and 2/13. Lake Jackson site coordinator attended both via webinar. [3] Outreach for all Anahuac ISD fourth graders on nonpoint source pollution using the Freddie the Fish presentation (2/7). All students (110) and 25 teachers received pet waste bag leach dispensers (if pet owners), FOG funnels and scrapers, Earth 911 magnets, and stormwater brochures. Our reach was about 20% of the families in the community. [4] Attended a TMDL bacteria reduction meeting for Oyster Creek (1/29) - the geography of Oyster Creek is such that Bailey's Prairie is affected by both Oyster Creek and Bastrop Bayou watersheds so they are invited to the CC meetings. At the meeting, a presentation about the Coastal Communities project was part of the agenda. [5] Double Bayou WPP Stakeholder Meeting was held on 2/19. [6] Attended workshop on Wastewater and Water Infrastructure funding sources (2/26) - hosted by H-GAC and TWDB. [7] Attended Solid Waste Workshop on Environmental Enforcement (2/21) - topics included a speaker from Anahuac (Chambers Co. Sheriff's Investigator) on the issues of rural enforcement.	<b>Q7</b> - [1] The River, Lakes, Bays 'N' Bayous Trash Bash was held on 3/20 at two locations in or adjacent to the project area. At Bastrop Bayou, 73 volunteers collected 7,000 pounds of trash and 16 tires while cleaning 14 miles of shoreline and totaling 300 volunteer hours of match. At Oyster Creek, 145 volunteers collected 2,720 pounds of trash and 4 tires while cleaning 6.8 miles of shoreline and totaling 725 hours of match. Pet waste bag leach dispensers, Earth911 magnets, fat funnels and fat scrapers were distributed to volunteers who visited the educational exhibit areas at the sites. [2] The fourth Trash Summit was held on 5/7 to rollout the marine debris action plan, finalize the geographic scope for the plan, and name the plan and the group. H-GAC CC staff have been part of the steering committee for this project, that includes both Double Bayou and Bastrop Bayou watersheds. [3] Exhibited all four educational exhibit/games at Olm Corporation Take Your Kid to Work Day (7/8) in Lake Jackson. [4] A new OSF was installed in Roanoke on 7/13/19 at a cost of \$14,000 - to be used as match. Five systems have been replaced in Brazoria County with three additional sent to Brazoria County who has a program as well. Five additional systems have been awarded or are on the waiting list for replacement in the county, including two in Anahuac and one in Roanoke. Three systems have been replaced in Chambers County and three additional systems have been awarded or are on the waiting list for replacement in the county, including one in Anahuac and one in Double Bayou. H-GAC has spent \$300,000 in the past year in the H-GAC 13-county region, with more than \$100,000 in the coastal counties. [7] Through the H-GAC Solid Waste Management Grant program, a pharmaceutical medulite for safe disposal of unused and unwanted medications was installed in Brazoria County and three were installed in Chambers County. 18 systems were placed in the H-GAC 13-county region.
<p>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 Note: Please address activities and issues related to contract amendments, budget revisions, and other administrative matters under Task 1.</p>			



Task/Issue	Additional Description of Quarterly Activities, Milestones, and Issues
1-Project Administration	Q9 - [2] QPR submitted 12/12/19 [4] Quarterly conference call held 10/16/19, meeting notes submitted 10/16/19
2-Stakeholder Meetings	Q9 - [1] No one-on-one meetings were held, but coordinated with Cheryl McBeth, Mayor Pro-Tem of Bailey's Prairie to schedule an OSSF Homeowner Education Course for citizens with pump-outs for qualifying residents. By end of quarter, qualifying residents had been identified, systems visually inspected by H-GAC staff (11/14) to confirm eligibility and need, and a vendor for pump-outs determined with quoted secured. Pump outs should take place in early Q10.
3 - Needs Assessment Report	Q9 - No new needs-assessments were conducted, following up from informal needs assessment with Bailey's Prairie
4 - Development of Toolbox and Outreach Materials	Q9 - Project website continues to be updated with items of interest to the Coastal Region.
5 - Public Outreach Plan and Outreach Roadmap	Q9 - Toolbox Roadmap Messages on website have been approved and uploaded through December. Edited roadmap messaging specific for The City of Bay City was requested and provided, and more of the images have been requested by Bay City as well.
6 - Event Coordination and Select Outreach Activities	Q9 - Held an OSSF Homeowners Education Workshop in Bailey's Prairie on 10/5/19. Provided an educational Texas Stream Team Water Quality demonstration for Olin volunteers in Brazoria County that discussed nonpoint source pollution, watersheds, and water quality monitoring. Contacted Anahuac ISD about potential Freddie the Fish water quality workshop for elementary students in 2020, awaiting response.
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	
Note: Please address activities and issues related to contract amendments, budget revisions, and other administrative matters under Task 1.	

Q10 - [2] QPR submitted 3/13/2020 [4] Quarterly conference call held on 1/14/2020, with meeting notes submitted on 1/14/2020
Q10 - [1] No one-on one meetings were held but continued coordination with Cheryl McBeth, Mayor Pro-Tem of Bailey's Prairie, to complete the pump-out of qualifying OSSFs in the community. Six OSSFs in the community were pumped out (12/10/19). A seventh qualifying homeowner was put on the waiting list to receive a new system through the H-GAC Homeowner Wastewater Assistance Program when it was discovered that her original septic tank was crushed and filled in during demolition following Hurricane Harvey.
Q10 - No new needs-assessments were conducted, followed up from informal needs assessment with Bailey's Prairie.
Q10 - Project website continues to be updated with items of interest to the Coastal Region.
Q10 - No new message were created or uploaded as the outreach Roadmap had a full year of materials. Instead a reminder was sent to stakeholders that the materials were available for yearly outreach planning.
Q10 - Working with Houston Advanced Research Center (HARC) to present on the project resources at a Stakeholder Meeting planned for May for their Double Bayou Watershed Protection Plan.

This tab is used for budget planning purposes. The TCEQ uses the information quarterly for program budget planning. It is important this form is completed to avoid rush requests from the TCEQ Project Manager.

**Section I** tracks the current budget by fiscal year. This information is from the Annual Budget Update. This is a high-level overview of planned spending for each year of the project. Changes to fiscal year estimates are noted in Section III. After the current QPR is approved the new fiscal year estimates should be moved from Section III to Section I.

**Section II** tracks the current fiscal year's invoicing. Include invoices that have been approved by TCEQ and estimates for upcoming invoices.

**Section III** tracks changes in the fiscal year budgets. Changes may be an increase or a decrease in spending from original estimate. After the current QPR is approved the new fiscal year estimates should be moved from Section III to Section I.

#### Section I: Current Budget by FY

	Match	Federal
FY18:	\$7,231.07	\$10,846.60
FY19:	\$40,488.58	\$60,732.00
FY20:	\$35,613.35	\$53,421.40
Total:	\$83,333.00	\$ 125,000.00

#### Section II: Current FY Quarterly Spending Include estimated invoice for this quarter

	Match	Federal
Q1:	\$9,643.23	\$14,464.85
Q2:	\$9,649.08	\$14,473.62
Q3:	\$0.00	\$0.00
Q4:	\$0.00	\$0.00
Total:	\$19,292.31	\$28,938.47

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

No

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
FY18:			
FY19:			
FY20:			
Totals:			

Please download all attachments at <https://h-gac.sharefile.com/d-s7b382c8f76d47609>

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