

**TMDL Program
FY 2020 Progress Report #1**

Date: December 15, 2019

Time Period Covered: 09/01/2019 – 11/30/2019

Name of Project: Watershed Characterization for Cotton Bayou

Contract No./Work Order 582-19-95487-05

TASK #1. PROJECT ADMINISTRATION

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Monthly Progress Report (Task 1.1)	December 15, 2019	Monthly report for Work Order submitted electronically and hard copy on December 15, 2019
Weekly Updates (Task 1.2)	Weekly via Email	Copies for the quarter provided as an attachment.
FSR (Task 1.3)	December 15, 2018	Invoices will be submitted under another cover.

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

Work performed for Task #1 during this period included writing and assembling the monthly report and providing weekly email update. Copies of the updates are attached to this report.

TASK #2. PUBLIC EDUCATION AND OUTREACH

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Development of meeting materials (Task 2.1)	Draft meeting materials will be sent to the TCEQ Project Manager at least two weeks prior to distribution for each meeting	No meetings held this quarter.
Host a minimum of two watershed stakeholder meetings (Task 2.2)	As needed	No meetings held this quarter.
Copies of agendas and presentations for meetings (Task 2.3)	Two weeks before distribution	No meetings held this quarter.
Summary of meetings (Task 2.4)	Within 2 weeks after meetings	No meetings held this quarter.
List of general stakeholders (Task 2.5)	With PRs	Building stakeholder list.
Facilitate delivery of education programs (Task 2.6)	As needed	No education programs provided this quarter.
Public participation/outreach summaries (Task 2.7)	With PRs	No updates needed.

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

No meetings related to this task were initiated or held during the report period. Staff began building the stakeholder list. The draft list will be submitted to the TCEQ PM in the second quarter for review or as an attachment to PR 2.

TASK #3 EXISTING DATA QAPP

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Acquired Data QAPP (3.1)	45 days after issuance of notice to proceed.	Provided October 9, 2019.
Final QAPP (3.2)	Two weeks after receipt of TCEQ comments	Timely addressed comments. Document should be executed in the 2 nd Quarter.
QAPP amendments (Task 3.3)	As needed	No update needed.
QAPP Annual Update	Annually, as needed.	No update needed.
QAPP CARs (Task 3.5)	As needed	No CARs required.
Quality assurance audits (Task 3.6)	Will participate as needed	No audits performed.

Work Performed This Period

Much of this quarter was spent drafting the QAPP. The QAPP was submitted on 10/9/2019. Staff received comments to the document on 11/18/2019. The revision was resubmitted on 11/22/2019. The document should be executed early in the second quarter.

TASK #4 WATERSHED CHARACTERIZATION REPORT

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Report (Task 4.1)	July 1, 2019	Began initial work began with development of the draft watershed boundary. Boundary was needed for the QAPP.
Final TSD (Task 4.2)	Two weeks after receipt of TCEQ comments	

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

No data gathering was performed during the report period as we are waiting to execute the QAPP. A draft watershed boundary was created using NHDplus to develop a project map for the QAPP. Boundary will be finalized with TCEQ and stakeholders in the second project quarter. Data gathering will also commence once the QAPP is final.

PROJECT RELATED MEETINGS, WORKSHOPS, TRAINING OR EVENTS

- 1) Presentations:
 - a. No presentations were given during the quarter on the project.
- 2) Meetings, Events and Conferences:
 - a. October 7-8, 2019 - Staff attended the IECA Stormwater Conference in Houston.
 - b. October 30, 2019 – Staff attended the BPA Symposium of Soil and Water Quality
- 3) Associated Implementation Projects and Programs
 - a. No associated implementation has been carried out in the project area.

BRIEF DESCRIPTION OF OVERALL FINDINGS:

H-GAC focused on completing the draft QAPP and working with TCEQ to address any comments. Staff began to develop the watershed stakeholder list.

Significant Problems (describe any scheduling shortfalls, detail significant problems and how these problems were resolved, etc.):

No problems were encountered this quarter.

TMDL Program**Date: March 16, 2020****FY 2020 Progress Report #2****Time Period Covered: 12/01/2019 – 02/29/2020****Name of Project: Watershed Characterization for Cotton Bayou****Contract No./Work Order 582-19-95487-05****TASK #1. PROJECT ADMINISTRATION**

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Monthly Progress Report (Task 1.1)	March 15, 2020	Monthly report for Work Order submitted electronically on March 16, 2020
Weekly Updates (Task 1.2)	Weekly via Email	Copies for the quarter provided as an attachment.
FSR (Task 1.3)	March 15, 2020	Invoices will be submitted under another cover.

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

Work performed for Task #1 during this period included writing and assembling the monthly report and providing weekly email update. Copies of the updates are attached to this report. Staff worked with TCEQ on FY 21 TMDL work orders.

TASK #2. PUBLIC EDUCATION AND OUTREACH

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Development of meeting materials (Task 2.1)	Draft meeting materials will be sent to the TCEQ Project Manager at least two weeks prior to distribution for each meeting	No meetings held this quarter.
Host a minimum of two watershed stakeholder meetings (Task 2.2)	As needed	No meetings held this quarter.
Copies of agendas and presentations for meetings (Task 2.3)	Two weeks before distribution	No meetings held this quarter.
Summary of meetings (Task 2.4)	Within 2 weeks after meetings	No meetings held this quarter.
List of general stakeholders (Task 2.5)	With PRs	Stakeholder list completed. List attached.
Facilitate delivery of education programs (Task 2.6)	As needed	No education programs provided this quarter.
Public participation/outreach summaries (Task 2.7)	With PRs	No updates needed.

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

No meetings related to this task were held during the report period. Staff completed the draft stakeholder list. The draft list has been attached to this report for review by the TCEQ PM. Staff scheduled the first public meeting for April 28, 2020 at 5:30 pm in the City of Mont Belvieu library. Staff will be monitoring the COVID-19 virus guidance of public health agencies and our own agency directives for holding public meetings. H-GAC is looking at providing alternatives as a precaution should it become a recommendation to not host public meetings. Staff is also coordinating with the TCEQ PM to conduct a watershed tour on April 28th.

TASK #3 EXISTING DATA QAPP

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Acquired Data QAPP (3.1)	45 days after issuance of notice to proceed.	Provided October 9, 2019.
Final QAPP (3.2)	Two weeks after receipt of TCEQ comments	QAPP was executed on 12/17/19
QAPP amendments (Task 3.3)	As needed	No update needed.
QAPP Annual Update	Annually, as needed.	No update needed.
QAPP CARs (Task 3.5)	As needed	No CARs required.
Quality assurance audits (Task 3.6)	Will participate as needed	No audits performed.

Work Performed This Period

The QAPP was approved and executed during this quarter, 12/17/19. All parties were notified and presented with the final executed version on January 2, 2020.

TASK #4 WATERSHED CHARACTERIZATION REPORT

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Report (Task 4.1)	July 1, 2019	Data gathering and analysis began in earnest following the QAPP approval.
Final TSD (Task 4.2)	Two weeks after receipt of TCEQ comments	

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

Data gathering and analysis began with the execution of the QAPP. Data gathering activities will continue into the 3rd quarter. Staff will present initial findings at the first public meeting scheduled for April 28, 2020.

PROJECT RELATED MEETINGS, WORKSHOPS, TRAINING OR EVENTS

- 1) Presentations:
 - a. January 23, 2020: Presentation given on TMDL projects to the Galveston Bay Estuary Program's (GBEP) State of the Bay Symposium.
- 2) Meetings, Events and Conferences:
 - a. January 22-23, 2020 – Staff attended the GBEP's State of the Bay Symposium

- 3) Associated Implementation Projects and Programs
 - a. No associated implementation has been carried out in the project area.

BRIEF DESCRIPTION OF OVERALL FINDINGS:

H-GAC focused on finalizing the project QAPP and initiated data gathering and analysis. Staff also selected the date for the first public meeting.

Significant Problems (describe any scheduling shortfalls, detail significant problems and how these problems were resolved, etc.):

No problems were encountered this quarter.

TMDL Program**Date: June 15, 2020****FY 2020 Progress Report #3****Time Period Covered: 03/01/2020 – 05/31/2020****Name of Project: Watershed Characterization for Cotton Bayou****Contract No./Work Order 582-19-95487-05****TASK #1. PROJECT ADMINISTRATION**

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Monthly Progress Report (Task 1.1)	June 15, 2020	Monthly report for Work Order submitted electronically on June 15, 2020
Weekly Updates (Task 1.2)	Weekly via Email	Copies for the quarter provided as an attachment.
FSR (Task 1.3)	June 15, 2020	Invoices will be submitted under another cover.

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

Work performed for Task #1 during this period included writing and assembling the monthly report and providing weekly email update. Copies of the updates are attached to this report.

TASK #2. PUBLIC EDUCATION AND OUTREACH

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Development of meeting materials (Task 2.1)	Draft meeting materials will be sent to the TCEQ Project Manager at least two weeks prior to distribution for each meeting	Preparation for and hosted the 1 st public meeting on 4/28/20 during this quarter. Meeting materials shared with TCEQ PM.
Host a minimum of two watershed stakeholder meetings (Task 2.2)	As needed	4/28/20: First Public Meeting held.
Copies of agendas and presentations for meetings (Task 2.3)	Two weeks before distribution	Shared presentation and agenda with TCEQ PM prior to the meeting date.
Summary of meetings (Task 2.4)	Within 2 weeks after meetings	Meeting summary shared with TCEQ PM via weekly reports and as a summary document.
List of general stakeholders (Task 2.5)	With PRs	Stakeholder list shared with TCEQ PM with Quarter 2 report.
Facilitate delivery of education programs (Task 2.6)	As needed	No education programs provided this quarter.
Public participation/outreach summaries (Task 2.7)	With PRs	Discussing the potential to add a new CRP monitoring site(s) with the City of Mont Belvieu.

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

Due to the uncertainty of the events surrounding the onset of COVID-19, stakeholder interactions were limited. Plans made in early March to meet with extension agents in the Chambers County office of Texas A&M AgriLife to organize a watershed tour were cancelled until further notice.

For the period of 3/1/20 to 5/31/20, outreach efforts were conducted remotely and focused on raising awareness of the first project meeting held on 4/28/20. In early April, elected officials from city, county, state, and federal government offices representing the watershed area were contacted with formal letters describing an overview of the project. Following this action, 41 stakeholders including elected officials, representatives of state agencies and community organizations, and employees of local parks and public works facilities were contacted with meeting details and invited to participate. Correspondences with representatives of the TCEQ Region 12 office, Chambers County and the City of Mont Belvieu before the meeting indicated area interest.

4/28/20: First public meeting was held. Total meeting attendance included 14 stakeholders separate from project staff with a strong showing from representatives of the City of Mont Belvieu. Meeting summary attached to this report. After the meeting, communications with the City of Mont Belvieu as well as Jones Carter developers continued with a meeting on May 5, 2020. Discussions continue and have included TCEQ CRP, TMDL, and WQS staff.

TASK #3 EXISTING DATA QAPP

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Acquired Data QAPP (3.1)	45 days after issuance of notice to proceed.	Provided October 9, 2019.
Final QAPP (3.2)	Two weeks after receipt of TCEQ comments	QAPP was executed on 12/17/19
QAPP amendments (Task 3.3)	As needed	No update needed.
QAPP Annual Update	Annually, as needed.	No update needed.
QAPP CARs (Task 3.5)	As needed	No CARs required.
Quality assurance audits (Task 3.6)	Will participate as needed	No audits performed.

Work Performed This Period

The QAPP was approved and executed during the 2nd quarter, 12/17/19. All parties were notified and presented with the final executed version on January 2, 2020.

TASK #4 WATERSHED CHARACTERIZATION REPORT

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Report (Task 4.1)	July 1, 2019	Data gathering and analysis began in earnest following the QAPP approval.
Final TSD (Task 4.2)	Two weeks after receipt of TCEQ comments	

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

Throughout the period of 3/1/20 to 5/31/20, many analyses have been conducted for inclusion in the Watershed Characterization Report. H-GAC staff have assessed current land cover and land use patterns in the watershed to inform calculations estimating bacteria load pressures from domestic pets, agriculture, wildlife, and feral hogs. To assess human impact, H-GAC staff have analyzed data from discharge monitoring reports from wastewater treatment facilities in the watershed. No reports of sanitary sewer overflows within the watershed boundary were available for inclusion in this analysis.

To supplement these analysis, spatial representations of the data were generated in ArcGIS v10.6. Finally, because of discussions with stakeholders following the 4/28 public meeting, H-GAC is in deliberations with TCEQ CRP, TMDL and WQS staff on the possible reclassification of the streams within the Cotton Bayou Watershed. H-GAC staff are currently in communication with TCEQ regarding whether Segment 0801C is accurately represented as a tidal segment or whether a new segment should be added that classifies an above-tidal section of the waterway. The results of these discussions will be included in the final draft of the Watershed Characterization Report.

PROJECT RELATED MEETINGS, WORKSHOPS, TRAINING OR EVENTS

- 1) Presentations:
 - a. May 27, 2020: Presentation given to the CRP Steering Committee covering TMDL projects in the CRP planning area.
- 2) Meetings, Events and Conferences:
 - a. March 4, 2020: Staff attended GBEP's Water and Sediment Quality Subcommittee and provided updates to TMDL projects.
- 3) Associated Implementation Projects and Programs
 - a. No associated implementation has been carried out in the project area.

BRIEF DESCRIPTION OF OVERALL FINDINGS:

H-GAC focused on completing the first draft of the Cotton Bayou Characterization Report. Data and information from the report was used in meeting preparation for the first Cotton Bayou Public meeting. H-GAC communicated with watershed stakeholders via letter and email to encourage participation in the public meeting. On 4/28/2020 H-GAC hosted a webinar meeting with stakeholders to share data and information and to initiate the stakeholder process of the TMDL.

Significant Problems (describe any scheduling shortfalls, detail significant problems and how these problems were resolved, etc.):

The COVID-19 pandemic hit the region during this quarter and has limited the outreach portion of the project. H-GAC adjusted to the situation by expanding the work from home option and shifting meeting over to electronic media.

TMDL Program
FY 2020 Progress Report #4
Time Period Covered: 06/01/2020 – 06/30/2020
Name of Project: Watershed Characterization for Cotton Bayou
Contract No./Work Order 582-19-95487-05

Date: July 11, 2020

TASK #1. PROJECT ADMINISTRATION

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Monthly Progress Report (Task 1.1)	July 15, 2020	Monthly report for Work Order submitted electronically on July 11, 2020
Weekly Updates (Task 1.2)	Weekly via Email	Copies for the quarter provided as an attachment.
FSR (Task 1.3)	July 15, 2020	Invoices will be submitted under another cover.

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

Work performed for Task #1 during this period included writing and assembling the monthly report and providing weekly email update. Copies of the updates are attached to this report.

TASK #2. PUBLIC EDUCATION AND OUTREACH

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Development of meeting materials (Task 2.1)	Draft meeting materials will be sent to the TCEQ Project Manager at least two weeks prior to distribution for each meeting	No meetings held this report period.
Host a minimum of two watershed stakeholder meetings (Task 2.2)	As needed	4/28/20: First Public Meeting held.
Copies of agendas and presentations for meetings (Task 2.3)	Two weeks before distribution	No meetings held this report period.
Summary of meetings (Task 2.4)	Within 2 weeks after meetings	No meetings held this report period.
List of general stakeholders (Task 2.5)	With PRs	Stakeholder list shared with TCEQ PM with Quarter 2 report.
Facilitate delivery of education programs (Task 2.6)	As needed	No education programs provided this report period.
Public participation/outreach summaries (Task 2.7)	With PRs	Continued to explore the potential for a new CRP monitoring site(s) with the City of Mont Belvieu.

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

No public education and outreach meetings were held this month. H-GAC created the Cotton Bayou TMDL Project webpage to host project information, meeting notices and repository for past project meeting presentations and summaries. The webpage can be accessed at: <http://h-gac.com/watershed-based-plans/cotton-bayou-watershed-characterization-project.aspx>.

TASK #3 EXISTING DATA QAPP

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Acquired Data QAPP (3.1)	45 days after issuance of notice to proceed.	Provided October 9, 2019.
Final QAPP (3.2)	Two weeks after receipt of TCEQ comments	QAPP was executed on 12/17/19
QAPP amendments (Task 3.3)	As needed	No update needed.
QAPP Annual Update	Annually, as needed.	No update needed.
QAPP CARs (Task 3.5)	As needed	No CARs required.
Quality assurance audits (Task 3.6)	Will participate as needed	No audits performed.

Work Performed This Period

The QAPP was approved and executed during the 2nd quarter, 12/17/19. All parties were notified and presented with the final executed version on January 2, 2020.

TASK #4 WATERSHED CHARACTERIZATION REPORT

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Report (Task 4.1)	July 1, 2019	Draft Report completed and under review by staff.
Final TSD (Task 4.2)	Two weeks after receipt of TCEQ comments	

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

All data and analysis have been completed. The draft report has been completed and is under review. One additional section will be added to describe likely changes to the stream segment designation and attempts by the City of Mont Belvieu to add a monitoring station. The city would like to better understand its role in water quality and how that impacts the water quality permits it maintains. If an agreement is made, the city would contract with H-GAC to add a Clean Rivers Program monitoring station.

PROJECT RELATED MEETINGS, WORKSHOPS, TRAINING OR EVENTS

- 1) Presentations:
 - a. June 9, 2020: Presentation given to the CRP Regional Monitoring Committee covering TMDL projects in the CRP planning area.
- 2) Meetings, Events and Conferences:

- a. June 10, 2020: Staff attended GBEP's Water and Sediment Quality Subcommittee and provided updates to TMDL projects.
- 3) Associated Implementation Projects and Programs
 - a. No associated implementation has been carried out in the project area.

BRIEF DESCRIPTION OF OVERALL FINDINGS:

H-GAC focused on completing the first draft of the Cotton Bayou Characterization Report during the month of June. One section of the document is awaiting the outcome of discussions between H-GAC, TCEQ and the City of Mont Belvieu. The discussions center on adding an additional Clean Rivers Program monitoring stations within the city limits and the determination by the TCEQ on whether the segment is entirely tidal or if the waterbody should be split into a tidal portion and a non-tidal portion. Preliminary discussions have determined that the segment should be split. TCEQ and H-GAC are reviewing the data to try and determine where the tidal boundary is located.

Significant Problems (describe any scheduling shortfalls, detail significant problems and how these problems were resolved, etc.):

No significant problems have been encountered outside the current COVID-19 pandemic. H-GAC anticipates minimal impact on the WO deliverables.

TMDL Program**Date: August 18, 2020****FY 2020 Progress Report #5****Time Period Covered: 07/01/2020 – 07/31/2020****Name of Project: Watershed Characterization for Cotton Bayou****Contract No./Work Order 582-19-95487-05****TASK #1. PROJECT ADMINISTRATION**

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Monthly Progress Report (Task 1.1)	August 15, 2020	Monthly report for Work Order submitted electronically on August 18, 2020
Weekly Updates (Task 1.2)	Weekly via Email	Copies for the quarter provided as an attachment.
FSR (Task 1.3)	July 15, 2020	Invoices will be submitted under another cover.

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

Work performed for Task #1 during this period included writing and assembling the monthly report and providing weekly email update. Copies of the updates are attached to this report.

TASK #2. PUBLIC EDUCATION AND OUTREACH

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Development of meeting materials (Task 2.1)	Draft meeting materials will be sent to the TCEQ Project Manager at least two weeks prior to distribution for each meeting	No meetings held this report period.
Host a minimum of two watershed stakeholder meetings (Task 2.2)	As needed	4/28/20: First Public Meeting held.
Copies of agendas and presentations for meetings (Task 2.3)	Two weeks before distribution	No meetings held this report period.
Summary of meetings (Task 2.4)	Within 2 weeks after meetings	No meetings held this report period.
List of general stakeholders (Task 2.5)	With PRs	Stakeholder list shared with TCEQ PM with Quarter 2 report.
Facilitate delivery of education programs (Task 2.6)	As needed	No education programs provided this report period.
Public participation/outreach summaries (Task 2.7)	With PRs	Continued to explore the potential for a new CRP monitoring site(s) with the City of Mont Belvieu.

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

No public education and outreach meetings were held this month.

On July 8, 2020, H-GAC continued met with the City of Mont Belvieu. The city agreed to pay for a CRP site on Cotton Bayou. The Environmental Institute of Houston at the University of Houston Clear Lake will monitor the new site located on the feeder road to Interstate 10 at Cotton Bayou. The city is interested in determining what is flowing from their city limits, particularly nutrients. They are seeking to expand their wastewater treatment facility but due to dissolved oxygen concerns, they are having difficulties with a revised permit. H-GAC is also working with TCEQ to split Cotton Bayou into two segments, one tidal and one above tidal. The current tidal segment does not reflect the possible freshwater portion of Cotton Bayou.

TASK #3 EXISTING DATA QAPP

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Acquired Data QAPP (3.1)	45 days after issuance of notice to proceed.	Provided October 9, 2019.
Final QAPP (3.2)	Two weeks after receipt of TCEQ comments	QAPP was executed on 12/17/19
QAPP amendments (Task 3.3)	As needed	No update needed.
QAPP Annual Update	Annually, as needed.	No update needed.
QAPP CARs (Task 3.5)	As needed	No CARs required.
Quality assurance audits (Task 3.6)	Will participate as needed	No audits performed.

Work Performed This Period

The QAPP was approved and executed during the 2nd quarter, 12/17/19. All parties were notified and presented with the final executed version on January 2, 2020.

TASK #4 WATERSHED CHARACTERIZATION REPORT

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Report (Task 4.1)	July 1, 2019	Draft Report submitted on 7/16/2020.
Final TSD (Task 4.2)	Two weeks after receipt of TCEQ comments	

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

The Cotton Bayou Characterization Report was submitted on July 16, 2020.

PROJECT RELATED MEETINGS, WORKSHOPS, TRAINING OR EVENTS

- 1) Presentations:
 - a. No presentations given.

- 2) Meetings, Events and Conferences:
 - a. 7/8/2020 – Staff met with the City of Mont Belvieu.
- 3) Associated Implementation Projects and Programs
 - a. No associated implementation has been carried out in the project area.

BRIEF DESCRIPTION OF OVERALL FINDINGS:

Staff completed the first draft of the Cotton Bayou Characterization Report. The report was submitted to the TCEQ PM on 7/16/2020. Staff also determined the date for the second public meeting. Staff sent out the meeting announcement for the public meeting on 7/22/2020, inviting watershed stakeholders and the public to the August 20, 2020 meeting. The meeting announcement will also be included in the H-GAC Community and Environment Newsletter, which went out on August 1, 2020. Staff also continued to work with the City of Mont Belvieu and TCEQ on establishing a new CRP site on Cotton Bayou. Please see the topic described above under Task #2.

Significant Problems (describe any scheduling shortfalls, detail significant problems and how these problems were resolved, etc.):

No significant problems have been encountered outside the current COVID-19 pandemic. H-GAC anticipates minimal impact on the WO deliverables.

TMDL Program**Date: September 15, 2020****FY 2020 Progress Report #6****Time Period Covered: 08/01/2020 – 08/31/2020****Name of Project: Watershed Characterization for Cotton Bayou****Contract No./Work Order 582-19-95487-05****TASK #1. PROJECT ADMINISTRATION**

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Monthly Progress Report (Task 1.1)	September 15, 2020	Monthly report for Work Order submitted electronically on September 18, 2020
Weekly Updates (Task 1.2)	Weekly via Email	Copies for the quarter provided as an attachment.
FSR (Task 1.3)	September 15, 2020	Invoices will be submitted under another cover.

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

Work performed for Task #1 during this period included writing and assembling the monthly report and providing weekly email update. Copies of the updates are attached to this report.

TASK #2. PUBLIC EDUCATION AND OUTREACH

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Development of meeting materials (Task 2.1)	Draft meeting materials will be sent to the TCEQ Project Manager at least two weeks prior to distribution for each meeting	No meetings held this report period.
Host a minimum of two watershed stakeholder meetings (Task 2.2)	As needed	4/28/20: First Public Meeting 8/20/20: Second Public Meeting
Copies of agendas and presentations for meetings (Task 2.3)	Two weeks before distribution	Staff provided the draft meeting presentation to the PM prior to the meeting for comments.
Summary of meetings (Task 2.4)	Within 2 weeks after meetings	Staff provided a meeting summary within the weekly report and provided a written summary submitted via the internet.
List of general stakeholders (Task 2.5)	With PRs	Stakeholder list shared with TCEQ PM with Quarter 2 report.
Facilitate delivery of education programs (Task 2.6)	As needed	No education programs provided this report period.
Public participation/outreach summaries (Task 2.7)	With PRs	City of Mont Belvieu agreed to fund a new site on Cotton Bayou.

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

No public education was provided this month. One public meeting was held during the month. The meeting summary, agenda and presentation are attached to this report.

8/20/20: Ten watershed stakeholders out of a total of fourteen attendees participated in the meeting. H-GAC staff review the latest project developments, including completing the draft Cotton Bayou Characterization Report and discussing plans to split the bayou into two AUs, one fresh and one tidal. Staff also notified participants that H-GAC was working with the City of Mont Belvieu to install a new Clean Rivers Program ambient monitoring station in the new freshwater AU at I-10. Staff completed the presentation by reviewing future plans for the project which include drafting the TSD, TMDL and I-Plan.

TASK #3 EXISTING DATA QAPP

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Acquired Data QAPP (3.1)	45 days after issuance of notice to proceed.	Provided October 9, 2019.
Final QAPP (3.2)	Two weeks after receipt of TCEQ comments	QAPP was executed on 12/17/19
QAPP amendments (Task 3.3)	As needed	No update needed.
QAPP Annual Update	Annually, as needed.	No update needed.
QAPP CARs (Task 3.5)	As needed	No CARs required.
Quality assurance audits (Task 3.6)	Will participate as needed	No audits performed.

Work Performed This Period

The QAPP was approved and executed during the 2nd quarter, 12/17/19. All parties were notified and presented with the final executed version on January 2, 2020.

TASK #4 WATERSHED CHARACTERIZATION REPORT

Deliverable(s)	Due Date	Status
List all deliverables under the task described above	List the due dates for each deliverable	If the deliverable has been completed, enter the date submitted to the TCEQ. If the deliverable has not been completed, briefly describe the status of each deliverable.
Draft Report (Task 4.1)	July 1, 2019	Draft Report submitted on 7/16/2020.
Final TSD (Task 4.2)	Two weeks after receipt of TCEQ comments	Draft comments were received on August 20, 2020. Staff provided a revised version on September 1, 2020.

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

TCEQ PM provided comments to the draft Characterization Report on August 20, 2020. Staff revised the document and submitted the revision on September 1, 2020.

PROJECT RELATED MEETINGS, WORKSHOPS, TRAINING OR EVENTS

- 1) Presentations:
 - a. 8/6/2020 – staff attended the Natural Resources Advisory Committee and provided a presentation on TMDLs within the H-GAC Service Area.
- 2) Meetings, Events and Conferences:
 - a. No meetings or events held this month.
- 3) Associated Implementation Projects and Programs
 - a. Staff preparing new CRP monitoring site. The Environmental Institute of Houston at the University of Houston Clear Lake will collect data at the future site once contractual matters are completed.

BRIEF DESCRIPTION OF OVERALL FINDINGS:

During this report period, staff prepared for the 2nd Public meeting, which includes sending out meeting notices, preparing the agenda, and meeting presentation. Staff held the meeting as a webinar on August 20, 2020. Additionally, staff received comments to the draft Cotton Bayou Characterization Report. Staff addressed those comments during the report period.

Significant Problems (describe any scheduling shortfalls, detail significant problems and how these problems were resolved, etc.):

No significant problems have been encountered outside the current COVID-19 pandemic. H-GAC anticipates minimal impact on the WO deliverables.