

**PROGRESS REPORT
FOR
MOBILE BAY NATIONAL ESTUARY PROGRAM PROJECTS**

Project: Three Mile Creek Water Management Plan

Project Manager: Bryon Griffith, Jerri Daniels

For the Period: March 30 – July 26, 2013

1. What work was accomplished for this reporting period?

(a) Outreach Task

- i. Organized, prepared materials, managed invitations and RSVP responses for two Steering Committee meetings
- ii. Facilitated and presented at two Steering Committee meetings
- iii. Facilitated and provided summaries to client for 2 Engagement Committee meetings
- iv. Modified Engagement Strategy based on client discussions
- v. Assisted in successful execution of 13 neighborhood meetings held during April and May.
- vi. Prepared materials for neighborhood meetings including presentation, flyers and maps
- vii. Promoted public meetings to various stakeholders
- viii. Began and facilitated discussions with client and outside participants on higher level phases of engagement.
- ix. Researched and provided materials to client of similar urban creek restoration projects.
- x. Researched number of National Pollutant Discharge Elimination System (NPDES) permittees in watershed.
- xi. Researched and provided materials to client key community stakeholders to approach with higher level engagement requests. Provided materials to client.
- xii. Prepared summary report of Neighborhood Meetings.

(b) Technical Tasks

- i. Facilitated and presented at three (3) Technical Committee meetings
- ii. Prepared, administered and analyzed the Technical Committee Survey
- iii. Prepared multiple requests for data (via email and phone calls) and coordinated downloading and cataloging data
- iv. Prepared FOIA request to USACE
- v. Prepared and updated master log for TMC Data Holdings.
- vi. Completed development of database for all data holdings.
- vii. Assessed data holdings to identify data gaps and reported out to TC and SC to identify ways to acquire this additional data.
- viii. Began the Vulnerability Analysis

- ix. Performed two field trips to assess existing conditions of the upper watershed.
 - x. Performed third field (floated TMC) to assess downstream watershed.
 - xi. Coordinated with USA to identify 3 projects for field research and sampling this summer and follow-on projects for subsequent years.
 - xii. Initiated regulatory review
 - xiii. Began coastal impact analysis, prepared preliminary results for technical meeting
2. What problems (or sources of error) were encountered, if any?
 - (a) None
 3. If a problem was encountered, what action was taken to correct it?
 - (a) Not applicable.
 4. What work is projected for the new quarter activity?
 - (a) Outreach Tasks
 - i. Complete draft report sections for WMP
 - ii. Finalize the Engagement Plan
 - (b) Technical Tasks
 - i. Complete the data analysis
 - ii. Deliver draft WMP
 - iii. Perform lower watershed float trip in May
 5. Is the project work on schedule?
 - (a) This quarter: Yes
 - (b) For this project: Yes
 6. If you will not complete the project as projected, have you submitted your request for a funding amendment?
 - (a) Not Applicable
 7. What has been spent to date?
 - (a) 117,000.00
 8. What is your plan for spending the remaining funds?
 - (a) Remain on schedule according to our Scope of Work with a draft WMP by October 28, 2013
 9. Have you submitted an invoice for reimbursement? A copy should be attached to the progress report.
 - (a) Yes, see attached
 10. Is there a change in project manager?
 - (a) No