

{date}

{name}, Project Manager
Coastal Bend Bays and Estuaries Program
615 N. Upper Broadway, Suite 1200
Corpus Christi, TX 78401

Dear {name},

Attached please find the first quarterly report for Contract # {contract #}, {project name}.

Sincerely,

{contractor signature, name, etc.}

{project title & number}

PROJECT COORDINATOR:

{name}
{phone/fax}

CBBEP Project Manager: {name}

Reporting period: {dates}
Date of submission: {date}

SUBMITTED TO:

Coastal Bend Bays & Estuaries Program, Inc.
615 N. Upper Broadway, Suite 1200
Corpus Christi, TX 78401

II. Description of tasks completed:

No tasks are completed at this time.

III. Status of tasks in progress:

Tasks are described in Section A6 of the contract.

Task a) to establish a contact recreation workgroup and hold a series of workshops.

After initial delay in April and May due to changes in CBBEP personnel, a list of appropriate health officials has been compiled to form the workgroup. A tentative date of July 21 has been set for the first workshop and a letter is being drafted to send to designated health officials in the CBBEP study area the first week of July.

Task b) collection and analysis of microbial indicator organisms.

Sampling has continued on a twice a month basis at all sites. Two rainfall events have been monitored. The Corpus Christi-Nueces County Health Department provided technical assistance to assist with dry weather monitoring on two sampling dates. After the second rainfall event analyses showed only a brief increase in fecal indicator bacteria (similar to the reference site) at McGee Beach and the drain outlet appeared to be blocked by sand, the city storm water division was contacted to establish the status of the storm drain outlets at McGee Beach. Mr. Bhaskar Patel communicated orally that two of the three outlets have collapsed and are not functioning, while the status of the third is undetermined. A written report to that effect was requested at the end of May, but has not yet been received. Discussion and on-site evaluation with CBBEP personnel has resulted in a change of location from McGee Beach to a location north of McGee Beach along the seawall inside the south end of the marina. There is a large outfall from which water will be collected, with two additional sites at a distance approximately 135 m to each side of the outfall. After a month of data and a rainfall event these sites will be reevaluated and final determination of their suitability will be confirmed with agreement of CBBEP personnel.

Task c) collection of routine field parameters.

Monitoring of routine field parameters was continued at each site in conjunction with water collection for microbial analyses. Please see section above regarding change of location for McGee Beach.

In addition to the current tasks, a proposal was submitted for a contract amendment to increase the scope and length of tasks b) and c).

IV. Plan for next quarter:

Sampling will continue on a twice a month basis. If a significant rainfall event occurs wet weather sampling will be conducted.

In collaboration with CBBEP personnel, the first workshop with health officials will be held July 21. Depending on the outcome of the workshop, a second may be held within the next quarter. A workshop summary will be submitted within 30 days of the meeting.

V. Adherence to project timeline:

A. Explanation of delays (if any)

Sampling commenced (February 1999), after a one month delay due to pending approval of IQAWP.

Workshops have not been held due to the IQAWP delay and the personnel changes at CBBEP. At least one workshop is scheduled for the next quarter.

B. Anticipated delays

See A. above.