

FINAL PROGRESS REPORT

(Japhet Creek Land Acquisition II)

(17-183-000-9820)

(October 2016 – March 2018)

Task 1: Due Diligence

- **Provide a brief description of status of the task.**

Buffalo Bayou Partnership (BBP) will obtain a willing seller letter from the property owner. A Category 1A land survey will be conducted in accordance with State procedures. The Japhet Creek property will be appraised in accordance with the Uniform Appraisal Standards for Federal Land Acquisitions. A Phase I environmental study will be conducted to ensure there are no outstanding environmental issues. If warranted, a Phase II environmental study will be completed. BBP will conduct a land title search and draft the warranty deeds. Due diligence will be reviewed and approved by NOAA and the GLO prior to purchase.

- **Describe major accomplishments for this reporting period (include names of staff working on each task, and dates and locations of events/presentations/meetings.)**

BBP secured the willing seller letter from the seller, Emile Partners and submitted the Category 1A land survey by Brown and Gay to the GLO for review and approval. Weston Solutions was hired to complete the Phase I environmental assessment. Phase I reported some environmental issues so a Phase II assessment was required. The Phase II assessment found lead and mercury on the property but the concentrations were believed to be naturally occurring and not indicative of a release. Additionally, the concentrations didn't exceed residential standards protective of direct human contact. The Phase II assessment was approved and accepted by the City of Houston Parks and Recreation Department. BBP submitted a revised appraisal and the land title search to the GLO for review and approval. BBP submitted the draft deed of purchase between the seller and BBP to the GLO and it was reviewed and accepted by the GLO's legal department and finalized. Afterwards, BBP submitted the draft deed of transfer between the BBP and Houston Parks and Recreation Department to the GLO and it was reviewed and accepted by the GLO's legal department and finalized.

- **List the deliverable(s)/milestone(s) for the task and provide the date completed/submitted to the GLO.**

Deliverable Name	Date Due	Date submitted
<i>Willing Seller Letter</i>	<i>10/31/16</i>	<i>10/13/16</i>
<i>Category 1A Land Survey</i>	<i>2/28/2017</i>	<i>2/1/2017</i>
<i>Appraisal</i>	<i>5/31/2017</i>	<i>3/14/2017</i>
<i>Environmental Study (Phase I and II)</i>	<i>7/31/2017</i>	<i>5/5/2017</i>
<i>Land Title Search</i>	<i>8/31/2017</i>	<i>2/2/2017</i>
<i>Draft Deed for Purchase</i>	<i>9/30/2017</i>	<i>5/11/2017</i>
<i>Draft Deed for Transfer</i>	<i>9/30/2017</i>	<i>9/21/2017</i>

- **Were there any problems or obstacles encountered during this reporting period (e.g., delays, remedial action taken, schedule revision).** No

- **Briefly describe plans for the next reporting period.**

Complete

Last revision: April 11, 2016

Task 2: Land Acquisition

- **Provide a brief description of status of the task.**

Once GLO approves the appraisal, survey, and draft warranty deeds, BBP will purchase the property from the landowner and transfer ownership to HPARD. The GLO will provide a permanent CMP sign, which BBP will install at the project site following acquisition.

- **Describe major accomplishments for this reporting period (include names of staff working on each task, and dates and locations of events/presentations/meetings.)**

BBP submitted the finalized deed of purchase between the seller and BBP to the GLO on June 23, 2017 and the finalized deed of transfer between the BBP and Houston Parks and Recreation Department on November 16, 2017. Photos of CMP signage were submitted to the GLO on February 5, 2018.

- **List the deliverable(s)/milestone(s) for the task and provide the date completed/submitted to the GLO.**

Deliverable Name	Date Due	Date submitted
<i>Copy of executed deed for purchase</i>	<i>12/31/2017</i>	<i>6/23/2017</i>
<i>Copy of executed deed for transfer</i>	<i>12/31/2017</i>	<i>11/16/2017</i>
<i>Photos of installed CMP signage</i>	<i>12/31/2017</i>	<i>2/5/2018</i>

- **Were there any problems or obstacles encountered during this reporting period (e.g., delays, remedial action taken, schedule revision).**

No

- **Briefly describe plans for the next reporting period.**

Complete

Task 3: Project Monitoring and Reporting

- **Provide a brief description of status of the task.**

BBP will prepare and submit all reports, deliverables, and requests for reimbursement as required in the contract, to CMPReceipts@GLO.TEXAS.GOV. Monthly Progress reports are due to CMPReceipts@GLO.TEXAS.GOV on the 10th day of every month starting January 10, 2017. A final report summarizing the completed work will be submitted to the GLO along with the project closeout form. Requests for reimbursement are to be submitted in a timely manner to CMPReceipts@GLO.TEXAS.GOV, as specified in the contract. Describe major accomplishments for this reporting period (include names of staff working on each task, and dates and locations of events/presentations/meetings.)

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The draft final progress report was submitted to the GLO on December 12, 2017 and the finalized progress report was submitted on March 21, 2018. The NOAA project closeout form was submitted on January 2, 2018.

- **List the deliverable(s)/milestone(s) for the task and provide the date completed/submitted to the GLO.**

Deliverable Name	Date Due	Date submitted
<i>Draft final report</i>	<i>3/15/2018</i>	<i>12/12/2017</i>
<i>Final Report</i>	<i>3/31/2018</i>	<i>3/21/2018</i>
<i>Project Closeout Form</i>	<i>3/31/2018</i>	<i>1/2/2018</i>

- **Were there any problems or obstacles encountered during this reporting period (e.g., delays, remedial action taken, schedule revision).** No

Last revision: April 11, 2016