

FINAL PROGRESS REPORT

Aransas Woods Habitat Preservation

GLO Contract Number 18-097-000-A608

July 2018

Task 1: Due Diligence

Provide a brief description of status of the task.

The City will obtain a willing seller letter from the property owners and obtain a title commitment. A Category 1A land survey will be conducted in accordance with State procedures. An appraisal will be conducted 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. The City will conduct a land title search and draft the deed. The GLO must review and approve due diligence items including deed language 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.)

The General Land Office (GLO) executed the subrecipient grant agreement with the City of Rockport (the City) on October 26, 2017. The City obtained the willing seller letter, completed the land survey, began processing the title commitment and selected professional service providers to conduct the appraisal, environmental study, and archeological survey in December 2017. In January 2018, the City submitted the land survey, willing seller letter, and title commitment to the GLO for review. The City also executed professional service provider contracts for the appraisal, environmental study, and archeological survey. In March 2018, the City submitted the appraisal to the GLO for review and approval. The environmental study and archaeological survey were completed, and the archaeological survey was submitted to the Texas State Historical Commission for review and approval.

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

Deliverable Name	Date Due	Date submitted
1. Willing Seller Letter	10/31/2017	1/10/18
2. Title commitment	1/31/2018	1/30/2018
3. Category 1A Land Survey	2/28/2018	1/10/18
4. Appraisal	5/31/2018	3/13/18
5. Environmental Study (Phase I). 6. If warranted, a Phase II environmental study will be completed.	7/31/2018	4/9/18
7. Archaeological Survey.	7/31/2018	3/28/18
8. Draft Deed.	9/30/2018	05/23/18

Were 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.

- None.

Task 2: Land Acquisition

Provide a brief description of status of the task.

Once the GLO approves the appraisal, survey, and draft deed, the City will purchase the property from the landowner. The deed must be recorded with the Aransas County Clerks Office. The GLO will provide a permanent CMP sign, which the City will install at the project site following the acquisition.

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

Closing took place on May 30, 2018. The deed was filed with the Aransas County Clerk and the title policy was ordered. The recorded deed and title policy were received by the City in July 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
1. Recorded deed.	12/31/2018	08/21/2018
2. Title policy.	12/31/2018	08/21/2018
3. Photos of installed CMP signage.	12/31/2018	08/21/2018

Were 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.

- N/A

Task 3: Project Monitoring and Reporting

Provide a brief description of status of the task.

The City 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, 2018. 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.)

The City submitted the final progress report and all deliverables to the GLO on August 23, 3018.

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

Deliverable Name	Date Due	Date submitted
1. Monthly progress reports and requests for reimbursement	On for the 10th day of each calendar month	1/10/2018
		2/12/2018
		3/13/2018
		4/10/2018
		5/10/2018
		6/11/2018
		7/7/2018
		8/21/2018
2. Final report	3/31/2019	8/21/2018
3. Project closeout form	3/31/2019	