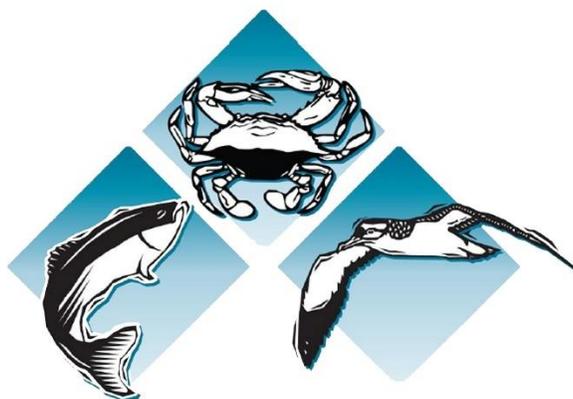


ANNUAL REPORT 2019

Galveston Bay Estuary Program supports the
2019 River, Lakes, Bays 'N Bayous Trash Bash®
Contract No. 582-19-20916



RIVER, LAKES BAYS 'N BAYOUS TRASH BASH®

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EXECUTIVE SUMMARY

Texas's largest, single-day, volunteer-based waterway cleanup event—River, Lakes, Bays N' Bayous Trash Bash®—celebrated its 26th consecutive cleanup event on March 30, 2019.

The mission of the Trash Bash® is to promote environmental stewardship of our watersheds through public outreach while utilizing hands-on educational tools and by developing partnerships between environmental, governmental, and private organizations.

Trash collected returned to levels experienced over the past ten years, after a year of higher volumes in the aftermath of Hurricane Harvey. Nearly 4300 volunteers gathered 513 tires and nearly two tons of recyclable materials, while cleaning 153.3 miles of shoreline. One half of the volunteers were under 18 years of age, and almost 25 percent were scouts. Individual site results are available in **Appendix D** and event photos are found in **Appendix J**.

Table 1. Trash Bash Results Cumulative Results and 2019 Results

RESULTS	1994-2019	RESULTS	2019
113,711	Volunteers	4,290	Volunteers
2,333	Tons of Trash	56.5	Tons of Trash
20.1	Tons of Recycling	2.8	Tons of Recycling
11,578	Discarded Tires	513	Discarded Tires
1,758.4	Shoreline Miles	153.3	Shoreline Miles

The event was recently awarded the Texas Commission on Environmental Quality Texas Environmental Excellence Award¹, the Environmental Protection Agency Gulf Guardian Award, and a City of Houston/Keep Houston Beautiful Mayor’s Proud Partner Award in honor of project excellence and longevity. Trash Bash® has received 30 awards in its lifetime, including nine in the last five years.

¹ <https://www.tceq.texas.gov/p2/events/tessa/winners/teea-winners-2018/trashbash>

INTRODUCTION

The River, Lakes, Bays 'N Bayous Trash Bash® supports all four priority areas of the Galveston Bay Estuary Program as outlined in Texas Commission on Environmental Quality-approved draft of *The Galveston Bay Plan, 2nd Edition*:

- 1: Ensuring safe human and aquatic life use
 - NPS-1 Support watershed-based plan implementation
 - NPS-2 Support nonpoint source education and outreach campaigns
 - PS-1 Support stormwater education programs
- 2: Protecting and sustaining living resources
 - HC-3 Enhance existing habitats to increase overall function and productivity
- 3: Engaging communities
 - SPO-1 Develop new and support existing stewardship programs and volunteer opportunities for stakeholders
 - SPO-2 Support and promote events that facilitate stakeholder and partner involvement
 - SPO-3 Develop new and support existing programs that change behaviors and attitudes with a focus on adult education
- 4: Informing science-based decision making
 - ACS-2 Provide access to data
 - RES-6 Evaluate the effectiveness of best management practices to address nonpoint source pollution and improve water quality

PROJECT METHODOLOGY

Coordination

Trash Bash® is managed by the Texas Conservation Fund and Gulf Coast Authority, with event logistics and planning handled by a regional coordinator at the Houston-Galveston Area Council, in conjunction with a volunteer-based steering committee who coordinate and run each individual clean-up location.

Regional Coordinator Tasks Include:

- Updating hotline and website
- Checking hotline and email
- Returning calls and emails
- Facilitating steering committee meetings
- Coordinating steering committee planning meetings, including agenda and meeting notes
- Writing and sending out sponsor letters
- Communicating and coordinating with all vendors, site coordinators, and sponsors
- Acquiring quotes and ordering supplies
- Coordinating park and sound permits
- Ensuring event has event and transportation insurance
- Compiling and distributing supply allocation lists
- Following up with coordinators to ensure correct number of supplies
- Updating postcard and email mailing lists
- Sending out email updates to volunteers
- Updating sponsor lists and tracking contributions
- Compiling event results
- Performing storage unit inventory

The steering committee is comprised of site coordinators and other interested individuals. **Appendices A and C** contain documentation of roles, responsibilities, and reporting functions of the regional coordinator, site coordinators, and committee. A timeline for the regional coordinator (**Appendix B**) is used to ensure important milestones and deadlines are met. Coordinators meet monthly beginning in the fall and twice during the month of the event. Sample agendas (**Appendix E**) illustrate the various topics discussed at the planning meetings.

The regional coordinator supports a full website², social media posting, and a web-based, password-protected planning tool used by site coordinators to plan for the needs of individual sites and effectively communicate that information to the regional coordinator.

To better manage volunteers, a group registration process has been implemented so site coordinators can plan for larger groups. A Trash Bash® Hotline phone number and email address are available for responding to questions from potential volunteers.

Trash Bash® provides trash bags, gloves, garbage pickers, safety equipment, lunch, and a commemorative t-shirt for all volunteers. Scouts can earn a patch for volunteering at the event.

Trash Bash® also provides portalets, hand washing stations, tents, signage, solid waste disposal, tire recycling, and environmental education displays/resources to all sites. Sample allocation forms (**Appendix F**) and site maps (**Appendix G**) are provided.

The Texas Conservation Fund holds an appreciation luncheon for site coordinators and sponsors. In 2019, 39 sponsors and 24 coordinators attended the luncheon at Monument Inn on May 22.

Promotion

A variety of tools are used to promote the Trash Bash® event.

Each fall, save-the-date postcards are printed and distributed in English and Spanish to approximately 15,000 interested individuals who signed up for event notification, with an additional 5,000 printed for use by individual site coordinators to promote their local location.

An e-newsletter is sent to about 1,000 contacts, and additional interested individual email addresses are continually added to decrease the number of traditional mailings. Additional email promotions are sent to cycling/running clubs, school districts, and other interested groups. Trash Bash® is promoted in a variety of newsletters at the Houston-Galveston Area Council and with other regional organizations.

450 posters including event and sponsor information are printed and distributed for display to sponsors, site coordinators, and volunteers a few weeks prior to the event.

² <http://www.trashbash.org>

A commemorative patch and t-shirt are designed for each year's event.

More than 300 postings were made to Facebook³ with information about trash and litter, partner projects, and the event. Facebook followers increased by 21% during the 2019 event cycle.

The Lessons Learned section of the report and **Appendix H** contain more information about communications and publicity. **Appendix J** contains event photos.

³ <https://www.facebook.com/TrashBash/>

FUNDING OVERVIEW

Trash Bash® is managed by the Texas Conservation Fund, a 501(c)(3) organization, with additional guidance and management leadership from its 40-person steering committee, the Gulf Coast Authority, and the Houston-Galveston Area Council.

The event is funded through a variety of sources, including:

- Texas Commission on Environmental Quality Supplemental Environmental Project (SEP) funds;
- Funding through the Galveston Bay Estuary Program; and
- Private and corporate sponsorships.

Several sponsorship levels and benefits for being a Trash Bash® partner are offered, allowing sponsors to make a significant and positive impact on Texas waterways. Benefits include inclusion on the website, posters, thank you banners, and t-shirts.

For the 2019 event, an online donation button was added to the Trash Bash® website. The button allows corporate sponsors to donate via credit card and individuals to donate directly to the event in amounts from \$0-100, or more.

Sponsors (including the Galveston Bay Estuary Program) generously supported Trash Bash® with both cash and in-kind donations.

- In-kind services provided waste containers and disposal, portalets and hand washing stations, and bottled water for volunteers.
- Cash donations funded printing costs, a portion of the supply and safety item costs, lunch for volunteers, commemorative t-shirts and patches, door prizes, and a portion of regional coordinator position with Galveston Bay Estuary Program grant funding.
- Donations to Trash Bash® provided buses to some sites to safely transport volunteers to satellite/remote cleanup locations.

In 2019, 16 sponsors donated \$5,000 or more in cash or in-kind donations, four donated at least \$2,500, 31 donated at least \$1000, 11 donated less than \$1,000. Total cash and in-kind donations exceeded \$125,000.

One of the new sponsors, Olin Corporation, donated \$5,000 and accepted the site coordinator role for a new location on Oyster Creek in Brazoria County.

TASK CONTRACT REQUIREMENTS

Project Task 1: Project Administration

The Houston-Galveston Area Council administered, coordinated, and monitored all work performed under this project including technical and financial supervision and preparation of status reports.

- Submission of reimbursement requests;
- Work on amendment to correct budget category issue; and
- Communicate with project manager at the Galveston Bay Estuary Program for approvals and issues.

Project Task 2: Coordination of the 2019 Trash Bash® Cycle

Houston-Galveston Area Council staff will administer, coordinate, and execute the annual Trash Bash® event.

- The Houston-Galveston Area Council convened meetings as necessary to coordinate stakeholder involvement and execute the 2019; event. Meetings were held in September, November, January, February, and March. All meetings are also available via webinar and conference call.
- Supplies were distributed over three days prior to the event and returned over two days after the event.
- An appreciation luncheon was held on May 22, 2019.
- The Houston-Galveston Area Council will provide a description of coordinator duties, provide a regional coordination timeline, and provide steering committee agenda and minutes (**Appendices A, B, E**).

Project Task 3: Printing, Laminating, Design, Production of Materials

The Houston-Galveston Area Council designed and produced a new interactive game/display focusing on litter awareness and reduction, procure, replace, print, and laminate new and existing educational materials for all Trash Bash® locations as needed.

All materials are illustrated in **Appendix I**.

- A new game, "Fish Me from the Watershed," focuses on making decisions about disposal choices for commonly littered items found in waterways. 16 games and associated materials were produced.

- Posters and game supplies were replaced as needed due to wear and tear.
- The main poster for each of three previously created games was reprinted in Spanish and Vietnamese. The Houston-Galveston Area Council has two copies of each poster in each language.
- The stormwater quality brochure and two of the trifold display posters (What Can You Do and What Watershed Do You Live In) used by the Houston-Galveston Area Council were also reprinted in both English and Vietnamese.

Project Task 4: Final Report

The Houston-Galveston Area Council will submit a final report summarizing all educational activities, volunteers, successes and challenges, results for all sites, total amounts of funding used for printing and laminating, as well as the cost of the design and cost of the materials for the new displays. and photos and other exhibits discussed in the report. The report is required to summarize and include text, and if applicable, appendices. The report will be submitted to the TCEQ project manager and the U.S. Environmental Enforcement Agency.

The reports should be structured per the following outline:

- Title;
- Table of Contents;
- Executive Summary;
- Introduction;
- Project Significance and Background;
- Methods;
- Results and Observations;
- Discussion;
- Summary;
- References; and
- Appendices.

The draft final report is due 45 days prior to the end of the contract date, with the final report due no later than 15 days prior to the contract end date.

PROJECT RESULTS

There were 16 cleanup locations in 2019. Several sites have satellite locations that enhance the amount of trash collected and the number of shoreline miles cleaned. A new location was started on Oyster Creek in Lake Jackson (southern Brazoria County focused). Photos of the event can be found in Appendix I.

The 26th Trash Bash® was a great success. 4,290 volunteers at 16 locations across the Galveston Bay watershed collected 56.5 tons of trash, 2.8 tons of recyclable materials, and gathered 356,513 illegally dumped tires. More than half the volunteers were under 18 years of age, and just under a quarter were involved in scouting. After increased amounts collected in 2018 due to Hurricane Harvey, the results in 2019 resumed the downward trend in total trash collected, with about one-third as much collected as in the first event back in 1994 despite cleaning more than twice as many locations. This serves as evidence that the cleanup is effective, especially in locations cleaned up for many years. Event results for 2019 and since 1994 are found in **Appendix D**.

Educational displays and/or activities are provided for each location. Sites may host additional watershed demonstrations by partner organizations to help increase awareness and understanding of water quality and conservation. Illustrations of all educational items are found in **Appendix I**.

Printed and laminated printed materials supported using Galveston Bay Estuary Program funding from 2015 through 2019 include:

Pitch the Poop: Illustrates the effects of bacteria and nutrient pollution from pet waste through improper disposal. Accompanied by infographic poster, pledge poster, and pet waste bag dispenser giveaways for pet owners.

Defeat the Grease Monster: Illustrates the effects of improper disposal of fats, oils, and grease, resulting in clogged pipes and sanitary sewer overflows. Accompanied by a best management practices poster and pledge poster.

When It Rains, It Drains: Illustrates the advantages of low impact development (LID) for controlling stormwater quantity and quality. Accompanied by a poster that illustrates the concept of stormwater and a pledge poster.

Fish Me from the Watershed: Illustrates common littered items found in waterways and encourages participants to consider the possible disposal options available for each

item; including the landfill, recycling (several options), reducing use, or reusing the items.

Educational Display Posters: Two posters are created for each educational exhibit or game: a 24x36" infographic style poster to help with education about the game topic and an 18x24" pledge poster for participants to review what they have learned and pledge to change a behavior going forward. The infographic posters for three games are available in Spanish and Vietnamese.

Trifold Display Posters: A set of three posters (1) the journey of trash (2) what you can do to prevent water pollution (list coincides with the subjects of the four games, and (3) a map of watersheds in the Galveston Bay watershed used to help volunteers connect with the waterway closest to their home and build a positive relationship with it.

Marine Debris Biodegradation Timeline: Illustrates the breakdown life of common trash items. This poster (shown below) is used by all sites to supplement interactive educational games and other educational materials.

Stormwater Quality Trifold Brochure: Explains the concept of stormwater, how it can become polluted, and offers ways to reduce stormwater pollution, at home, in the yard, and around town. Also available in Spanish and Vietnamese.

Trash Bash® Promotional Rack Card: This undated card highlights the features of Trash Bash® and drives traffic to the website for site selection, volunteer information, and more.

Best Management Practices Giveaway Items: All sites received pet waste bag leash dispensers and Earth911.com recycling refrigerator magnets. Sites serving Galveston, Chambers, and Brazoria counties received fat scrapers and cooking oil funnels, compliments of the Houston-Galveston Area Council Coastal Communities Water Quality Outreach project. The items help promote the behavior changes encouraged by each of the exhibits/games by providing an appropriate tool.

LESSONS LEARNED

Houston-Galveston Area Council staff has identified continued areas of success and accomplishment as well as areas for potential growth and improvement for future Trash Bash® events.

Accomplishments

Educational Games and Exhibits

Introduced in 2014 as part of a Texas Commission on Environmental Quality 319 grant, Trash Bash® now includes four interactive games and exhibits (Pitch the Poop, Defeat the Grease Monster, When It Rains It Drains, and Fish Me from the Watershed) at every location, along with a poster set containing three posters (The Journey of Trash, What Watershed Do You Live In, and What Can You Do) and the Marine Debris Timeline Poster. For the third year, the regional coordinator provided training sessions for all education materials for site coordinators and other volunteers who staff the exhibits at each location. Three sites sent representatives, as well as the Student Conservation Association and Bayou Preservation Association. Two girl scout troops and the Keep Lake Jackson Beautiful youth advisory council were also trained to man the games at individual sites.

Five sites participated in a new Zero Waste Experience, where they learned how to sort their lunch trash into landfill, recycling, and composting.

Sponsorship

Trash Bash® is made possible through generous contributions and support of sponsors. Several sponsorship levels and benefits are offered. More than \$125,000 in cash/in-kind sponsorship made the event a success for the 26th time.

Sixteen sponsors donated at least \$5,000 in cash or in-kind donations. Waste Management provided portalet and hand washing stations as a 100% in-kind donation. Republic Services, Waste Connections of Texas, and Harris County Flood Control provided all waste removal as an in-kind donation. H-E-B again donated \$5,000 in gift cards used by sites to purchase supplies for lunch, safety items, and door prizes. *The Greensheet* provided print and web advertisements valued at \$8,950. More than \$125,000 in cash/in-kind sponsorship made the event a success for the 26th time.

Communications

An event communications plan was created and posted on the site coordinator webpage to facilitate planning and tracking media and public outreach. The creation and monthly updating of the plan allowed site coordinators to track the promotion of the event. A sample plan and publicity materials are included in **Appendix H**.

The Texas Conservation Fund paid KUBE57TV \$1,500 to produce a 30-second video public service announcement in both Spanish and English for Trash Bash® use on the website, social media, YouTube, and local government cable outlets. It also ran on KUBE57TV on four Saturday morning time slots. *The Greensheet* provided print and web advertisements valued at \$8,950 as an in-kind donation.

More than \$329,000 in media value was accomplished without any media purchases. Tracking media values was useful to show the importance of reaching out to media to grow the event. Accomplishments included stories in the *Brazosport Facts*, *Baytown Sun*, *Memorial Examiner*, *Houston Style Magazine*, *Associated Press*, *TheHouston100.com*, *Guidry News*, and print and online versions of the *Houston Chronicle*. A 2016 *Houston Chronicle* slideshow “You won't believe the junk Houston's rivers are clogged with (but you can still help)” is still active and earned \$161,000 in media value.

Social media and the website continue to increase in value as communications tools. Facebook page followers now number 935, a 22 percent increase over the 2018 event promotion cycle. The 2019 Trash Bash® promotional video was viewed 1,200 times and the wrap-up video reached 1,835 people. In the 30-day period leading up to Trash Bash®, the website recorded 7,152 unique visitors, each viewing, on average, three pages of the website.

A cycling/running club database and a school district database is used to reach out to an audience sharing the trails Trash Bash® cleans and school districts in target areas. The event was also sent to a database of environmentally-friendly organizations and was promoted in more than two dozen newsletters and websites in the region.

The regional coordinator and Texas Conservation Fund president both did multiple speaking engagements to community, business, and environmental groups to promote volunteerism through Trash Bash®.

Opportunities to Improve

Potential for New Sites

The Houston-Galveston Area Council will continue to evaluate the attendance and trash volume trends at each site and determine if new locations are required or if it is possible to clean different locations from existing sites using satellite locations.

The Oyster Creek site was a success in 2019 due to the incredible partnerships working to make it a success. The initial cash donation of \$5,000 came from the Olin Corporation, which also provided site coordination, in conjunction with the City of Lake Jackson, Keep Lake Jackson Beautiful, and Brazoria County Parks Department. Elected officials from both the county and city attended the inaugural event.

Planning for 2020 includes potentially engaging the Greens Bayou Coalition, cities of Pearland and Friendswood along Clear Creek, reviving the Lake Conroe location, and evaluating the need for existing sites where either trash or attendance is declining. The biggest challenge for new sites is always the initial donation.

Nontraditional Funding Sources

The Houston-Galveston Area Council will continue to work with the Texas Conservation Fund to investigate methods of raising small cash donations from the public to use for non-restricted purposes, including advertising and to offset staffing costs.

The online donation button is one of those ideas and helped raise some funding for the 2019 event and will hopefully broaden the donor base for 2020. Diverse sources of funding help keep the event on an even keel, even during times of distress in various sectors of the economy.

Educational Games and Exhibits

While the addition of the extensive suite of educational games/exhibits has made the educational portion of the Trash Bash® mission statement more impactful in terms of public education and outreach, it has also complicated site coordination by requiring additional tables, tents, and most importantly, trained volunteers. Although all the educational materials are made available to every Trash Bash® location, observations, photographic evidence, and comments make it obvious that not every site is putting the same effort into making the exhibit area functional and educational for volunteers. The regional coordinator provides information and training at steering committee meetings each year, with directions on setup and how to use the training guide for each game/exhibit. Training sessions for volunteers are held in two geographic areas to reduce travel obligations. They are lightly attended.

The regional coordinator is working with the Bayou Preservation Association which has proposed taking over responsibility for training and staffing the educational areas at

some or all Trash Bash locations as part of their watershed volunteer programs. Discussions will continue over the summer to put a plan in place if approved by the Bayou Preservation Association board of directors. If so, a pilot at a few sites in need of help in this area might be put in place for 2020. Bayou Preservation Association has been working the educational exhibit area at the Cypress Creek location for years and understands the mission and how all the materials work.

CONCLUSION

The River, Lakes, Bays N' Bayous Trash Bash® celebrated 25 years cleaning the waterways of the Houston-Galveston area in 2018. In the year since, Trash Bash has been awarded the Texas Commission on Environmental Quality Texas Environmental Excellence Award, Environmental Protection Agency Gulf Guardian Award, and a City of Houston/Keep Houston Beautiful Mayor's Proud Partner Award. The Texas Environmental Excellence Award video is a great promotional piece to showcase the event and the Gulf Guardian video was filmed on June 14.

Trash Bash® continues to attract thousands of volunteers each year who are committed to a cleaner waterscape. The importance of the steering committee, site coordinators, sponsors, and administrative task help make the monumental organization of this event possible.

The Steering Committee sincerely appreciates the support of the Galveston Bay Estuary Program. Without continued support, an event of this importance and magnitude would not be possible, and for that, we are extremely grateful.

For additional information about the event, visit the Trash Bash website at www.trashbash.org.

APPENDIX A

Regional Coordinator Responsibilities

For Trash Bash® to grow and prosper, consistent and responsive administrative and organizational support is vital. The Texas Conservation Fund (TCF) manages and funds the overall event. Gulf Coast Authority (GCA) and Houston-Galveston Area Council (H-GAC) staff provide the “backbone” of leadership, financial management, and daily administration for Trash Bash. An all-volunteer steering committee is made up of 40+ volunteers who provide approval for decisions and are responsible for planning and running the individual cleanup sites. Supporting the personnel costs of the H-GAC regional coordinator for Trash Bash® ensures continuity throughout the process and consistency in planning and execution from year to year. Trash Bash planning is a year-round process and requires ongoing planning, maintenance, and attention every month.

The H-GAC regional coordinator handles a wide variety of tasks (percentages indicate a breakdown of time required for each category):

Working with Site Coordinators: 15%

- Answering questions via email and phone
- Forwarding appropriate materials (including by not limited to: food delivery/pickup schedules, event updates and allocation lists)

Working with vendors/ supplies: 20%

- Ordering food, drinks, ice, print approvals, etc.
- Researching new vendors
- Submitting quotes and work orders

Miscellaneous Administrative duties: 20%

- Checking Trash Bash email and hotline, returning calls and emails as necessary
- Updating database
- Modifying forms and letters
- Compiling event totals
- Preparing reports and updates

Sponsorship/Grants: 10%

- Researching applicable grants and sponsorships
- Following up on sponsorship requests

- Providing sponsors with updated event information including results, appreciation luncheon, pictures, etc.
- Completing grant and sponsorship requests

Inventory: 5%

- Conducting inventory at both H-GAC office and storage units
- Ordering, distributing, and receiving all event supplies including signage, tents, forms, etc.

Outreach, Public Relations and Volunteer Relations: 15%

- Planning and executing a comprehensive communications plan
- Responding to corporate and private volunteer group questions via the hotline and email address
- Promotion of Trash Bash (including T-shirt art contest)
- Submitting media requests to community papers, internet sites, social media, television and radio, and personal media contacts
- Planning and executing social media strategy
- Updating the Trash Bash website

Planning/ Meetings/Event Execution: 15%

- Meetings w/ site coordinators, project managers and TCF board president regarding event status and action items
- Executing Trash Bash event
- Plan Appreciation luncheon

The current regional coordinator is an H-GAC outreach coordinator, and additionally is responsible for designing, implementing, and updating educational/outreach materials used for Trash Bash, many of which were printed using GBEP grant funding. Part of this responsibility is to provide training and instructions for the use of the interactive exhibits and materials with the volunteers.

APPENDIX B

Regional Coordinator Timeline

	Task
May	Add new date to hotline
	Notify Boy Scouts and Girl Scouts of new date
	Add next event to website and Facebook
	Contact "Potential New Sites"
	Update Trash Bash SharePoint and server filing systems for next event
June	Inventory Supplies at Simply Self Storage
	Inventory Supplies at Advantage Storage
	Repairs to Equipment as necessary
	Send out Electronic Save the Date to email distribution lists (volunteers/site coordinators)
	Send out Electronic Save the Date to site coordinators (sponsors)
	Ask Lori Traweek about Budget Status to stock up on supplies
July	Draft grant report to grant sponsor GBEP (July 15)
	Reserve Conference Rooms (Sept-Dec meetings at H-GAC)
	Add event to KTB calendar
	Design Postcards in English and Spanish
	Establish Rules for T-Shirt Design Contest - send to ISDs via Constant Contact in early August
August	New Coordinator Training (as needed)
	Email to ISDs for T-shirt Design Contest
	Quote/Order postcard
	Post T-shirt Design Contest to website and social media
	STAR award application due
	Finalize 2019 Site Coordinator Meeting Schedule (Sept - Dec meetings)

Sept.	Review Site Map Confirm/Update maps/descriptions on website with Site Coordinators
	Contact Waste Haulers to see if they can sponsor dumpsters: Republic Waste, Waste Management, Waste Connections, etc.
	Verify other tire pickup for the event
	Confirm Portatlet Vendor
	Contact HCFCF about trash and tire pickup within Harris County
	Send out reminder to Site Coordinators that any educational projects need to be approved by the Steering Committee
	TEEA Award application due (September 30)
October	Send out Reminder about T-shirt Design Contest
	Send out Supplies Allocation List to Site Coordinators
	Finalize 2016 Site Coordinator Meeting Schedule (Jan-Mar meetings)
	Finalize Patch Design
	Quote/Order Patch
	KHP Proud Partner Award Application - 2018
	EPA Gulf Guardian Award Application - 2019
Nov.	Order recycling bags for ClearStream Containers if necessary
	Order gloves if necessary
	Order garbage bags if needed
	Order trash pickers in needed
	Order megaphones and safety vests if needed
	Finalize top portion of poster design
	Finalize T-Shirt Design (site coordinator vote) and finalize numbers
	Last Opportunity for a New Site to be added due to printing deadlines
	Renew agreement with the Greensheet
	Distribute blank postcards to site coordinators
Dec.	Create PSA for Trash Bash
	Order wristbands
	Order Date Signage Banners
	Order Date Signage Flags if needed

	Order Date Signage Stickers
	Purchase Nets if requested
	Provide postcard as PDF and PUB to site coordinators; create e-mail with the postcard design and send to site coordinators
	Reserve Conference Rooms (Sept-Dec meetings at H-GAC)
	Apply for permits with City of Houston
January	Print Registration Form En/Sp
	Finalize signage numbers and order if necessary
	Order Event Boxes and Event Box Liners from Republic Waste if necessary
	Quote and order buses from Merlo Charter
	Quote and order buses from Alamo Bus Service
	Place final order for dumpsters and trash pickup
	Place final order for portalet service
	Any other promotional activities start now
	Upload sponsors to website as confirmed by TCF
	Finalize Port-A-Lets list and Maps with Site Coordinators
	Finalize Waste Hauling List and Maps with Site Coordinators
	Order Bandit Signage for closed sites Little Thicket
February	Finalize design and order Posters
	Remind TCF to get liability insurance (Reminder to LT in early FEB)
	Poster delivery and handout to site coordinators
	Finalize Bus Route Maps and Descriptions (routes, schedules, size and number of buses)
	Poster distribution to sponsors
	Get invoices from Flowers Bakery for prepayment
	Send Ad to "The Greensheet"
	Track coverage and airing of media
	Send PSA to contacts - network English and Spanish TV/radio stations for public service possibilities
	Send out Press Release to news media
	Post PSA, Press Release and all other promotional pieces to Trash Bash website
	Distribute Budgets for Sites

	Order paper products if needed: napkins, paper towels, paper boats
	Quote/Order T-Shirts
	Quote/Order for Buns
	Quote/Order for Hot Dogs, Chips and Cookies
	Order/Replenish First Aid Kits
	Finalize Local Sponsors List for "Thank You" and order "Thank You" Banners
	Get sponsor t-shirt numbers from TCF
	Review Locations and Maps with Port-a-let Provider
	Review Locations and Maps with Waste Haulers
	Determine Delivery of Water with Nestlé
	Pick up Park and Sound permits
	Thank You Banner Printing and Delivery
	Send out Port-a-let details to site coordinators (contacts, delivery time)
	Send out Waste Hauling details to site coordinators (contacts, delivery time)
	Set date/location for Appreciation Luncheon (early to mid-May)
	Send site report form to coordinators
	Send out details for pickup of water and T-shirts to Site Coordinators
	Send out details for pickup of food items to Site Coordinators
	Safety Training Meeting
March	Send details on buns pickup to coordinators (Flowers Bakery location, times, quantities, payment details)
	Order supplies from Keep Texas Waterways Clean
	Follow up with Port-a-let Provider to see if everything is set for the event
	Follow up with Waste Haulers to see if everything is set for the event
	Send Press Release to The Greensheet
	Distribute HEB gift cards
	Hand out park and sound permits
	Print and distribute "Site Coordinators Phone List"
	Send insurance certificate to Steve Dorman @ Terry Hershey Park by 3/15
	Distribute insurance certificates to site coordinators
	T-Shirts delivered to storage for handout

	T-Shirts distribution to Sponsors
	Site Coordinators pick up supplies from storage units
	Balance supplies among the two storage units based on allocations
	Trash needs to be hauled away within days after the event
April	Receive/Sign Off on Supplies returned to storage units
	Site Reports from Site Coordinators due to H-GAC within 15 days
	Site Surveys from Site Coordinators due to H-GAC within 15 days
	Photos from Sites due to H-GAC within 15 days
	Remind Site Coordinators to turn in Registration Forms to TCF
	Remind Site Coordinators to turn in Expense Reports to TCF
	Remind Site Coordinators to turn in leftover HEB gift cards to TCF
	Submit results to Trash Bash President for her SEP report
	Design and print certificates for sponsors, coordinators and staff
	Post results to Trash Bash website
	Request results from Trash Haulers
	Add photos from sites to presentation for Appreciation Luncheon
	Add results to presentation for Appreciation Luncheon
	Post event photos, audio files and movies to Trash Bash website and Facebook
	Prepare/Conduct Post Mortem Meeting
	Report Results to Keep Texas Beautiful (Keep Texas Waterways Clean)

APPENDIX C

New Site Overview-Site Coordinator Manual

New or Satellite Site Overview

STEPS TO JOIN

Founded 25 years ago, this is the largest single-day waterway cleanup in the state of Texas and currently offers 14 sites for cleanup around the region. To be considered for Trash Bash, you must:

- 1. Provide proof of at least \$5,000 in sponsorships for the site (this is an annual cost that covers bags, pickers, food, tents, etc.) by October 1.**
- 2. Prepare a presentation for the Trash Bash Steering Committee, which would outline the following:**
 - a. Where
A map displaying the site for clean-up, along with a general feel for layout and parking. Any new sites must be a reasonable distance from existing sites. Satellite sites can be a bit closer but require additional coordination steps.
 - b. Permission
Indicate whether you've received permission from the land-owner(s) of the potential site to access, use, and clean the property.
 - c. Coordinator
Identify the individual that will lead efforts, both building up to and during the event.
 - d. Site Committee
Identify those individuals that will assist the Site Coordinator in making decisions, procuring goods, and fundraising.
 - e. Volunteers
Demonstrate how the Site Coordinator and Committee will reach out to community members to encourage volunteerism
- 3. Present your site / presentation to the Trash Bash Steering Committee during one of their monthly meetings.**
- 4. After the presentation, you would excuse yourself while the group discussed the details and vote yes or no on the satellite site.**

MAJOR RESPONSIBILITIES OF SITE COORDINATOR

It is important to note that the time commitment associated with Trash Bash can be significant and should not be taken on lightly. The Site Coordinator for any site is responsible for:

- Attending monthly Steering Committee meetings.
- Creating and convening your Site Committee.
- Providing volunteer estimates, which are used to order t-shirts, food, collection materials, etc.
- Providing day-of leadership during the event, ensuring that all participants have signed safety waivers / registration forms, watched the safety video, etc.
- Fundraising (including anything outside of the initial \$5,000).
- Creating a site layout plan, securing any/all required permits required for use of the site, etc.

GET INVOLVED

If you can't join Trash Bash as a new site this year, there are still several ways you can become involved!

- **Monetary & Material Donations** - This event is funded entirely by monetary and material donations. Material donations might include collection dumpster rental(s), printing / covering print costs for educational materials, etc.

With both monetary and material donations, you or your organization will be listed on our website and promotional materials as a sponsor for the dollar value equivalent of the items supplied. Learn more about sponsorships at the Trash Bash website.

- **Organize a Volunteer Group** - Promoting a sense of environmental responsibility is a great way to support Trash Bash! Consider putting together a group of like-minded individuals to clean it like they mean it.
- **Promote the Event on Social Media** - Help Trash Bash spread the word and encourage volunteers to come out by sharing our message on the Trash Bash Facebook page, and the Houston-Galveston Area Council social media platforms.

Site Coordinator Manual

Trash Bash Mission: To promote environmental stewardship of our watershed through public education by utilizing hands-on educational tools and by

developing partnerships between environmental, governmental, and private organizations.

Site Coordinator Responsibilities

Expectations and Requirements of a Site Coordinator (SC) are as follows:

- Establish a site committee comprised of volunteers that will assist in planning and will work at the site the day of the event to help ensure the event runs smoothly. See Site Committee section.
- Responsible for directing the site committee and managing all Trash Bash activities and deliveries at the site.
- Attend all Trash Bash monthly meetings. If a conflict arises, please send another site representative from the site committee.
- Solicit sponsors, both regional and local. If a Site Coordinator secures a donation from a new sponsor who does not already donate to Trash Bash, the first \$250 will be dedicated to that site to enhance their site budget. The balance will go into the Trash Bash account to help fund regional expenses for the event.
- Provide site shipping address and contact information to Regional Coordinator (RC) for each item requiring shipment or delivery.
- Arrange to have photos taken at your site during the event and share them with the RC with final site report. Digital photos are the easiest to use and share.
- Poster distribution is the responsibility of the SC and site committee to gain local visibility for their site. The RC is responsible for sending posters to the regional sponsors.
- Publicity – SCs and their committees are expected to seek publicity for the event at the local level. Always try to recognize the Trash Bash web site, total number of sites and logo level sponsors in interviews about the event realizing the media has final editing power.
- Permits may be required for the use of parks, signs, food and loud speakers. While the Regional Coordinator may coordinate these permits, it is the responsibility of the Site Coordinator to ensure their site has the correct permits.
- Insurance – an event-wide insurance policy is secured each year which covers liability (damage) to the sites themselves. Please contact the Regional Coordinator for copy of policy certificate for your site. This is **not** liability coverage for volunteers. **Therefore, it is imperative that all volunteers sign a Liability Waiver at Registration, so they understand this. We must maintain the signed document as a record, so all forms should be turned in to the RC after the event is over in an envelope labeled with site and event year.** If volunteer is a minor, the form **must** be signed by legal guardian. Watercraft owners are responsible for their own liability insurance/safety.

- Site coordinators should be continually monitoring the status of safety supplies (water, gloves, and vests if applicable) during registration so if supply amounts begin to significantly decline, efforts can be made to get additional supplies from other sites, storage units or purchase from a store before the supplies are depleted. Volunteers are not allowed to participate in clean up without safety supplies.
- Buses and vans are provided based on necessity and available funding for some of the clean-up sites. This service must first be requested by the site and approved by RC. Buses should run back and forth to the drop off site continually during event. Bus driver instructions and route maps must be submitted to Regional Coordinator prior to event. SCs must arrange to have a knowledgeable person ride the bus route with the driver at least once at the start of the day and be stationed at the bus to instruct all volunteers about where they are going, where and when they will be picked up and to confirm that all volunteers have gloves, water and trash bags before allowed on bus.
- Site coordinators are not authorized to in any way to bind the board members of the Texas Conservation Fund (TCF) or TCF itself.

Use of Trash Bash name and Logo

- Site coordinators agree to safeguard the "River, Lakes, Bays 'N Bayous Trash Bash" and "Trash Bash" logo since both are trademarks of the event. If you learn of other groups using either name, please contact the RC with information.
- Use of logo should always be accompanied by the River, Lakes, Bays 'N Bayous Trash Bash® name as well as the registered trademark symbol. Do not distort logo shape or delete parts of logo.
- Any printed materials, either hard copy or mass emails, released in association with the Trash Bash® event must be approved by the regional coordinator and/or the Texas Conservation Fund board of directors before being printed and distributed.

Site Committee

Site Committees are formed by each Site Coordinator. Each Site Committee is responsible for the following:

- ✓ Mailing labels for "Save the Date" cards
- ✓ Scouts – solicit and confirm participation in advance
- ✓ Door prizes – purchase and/or solicit door prizes
- ✓ Short Term refrigeration for hot dogs, up to one-week long storage for buns, chips
- ✓ Crowd Control at the site during the event
- ✓ Traffic and Parking considerations and signage
- ✓ Identify signage needs and placement
- ✓ Educational projects/displays/activities

- ✓ Assemble and inventory all supplies needed for the event in advance so if items are missing, you have time to get replacements.
- ✓ General information table at event
- ✓ Registration table where registration and liability forms are collected and wrist bands are handed out
- ✓ Table for gloves, trash bags, water and safety vests and/or trash grabbers (if applicable) directly following registration
- ✓ First Aid area with kit marked by sign that is visible and accessible to volunteers
- ✓ Placement of recycling bins during event
- ✓ Roll Off Bins – Give map with locations to RC and trash hauler.
- ✓ Harris County sites only – Harris County provides trash pickup of trash bags without dumpsters for Harris County sites but need to determine location for staging trash for pick up. Give map of location to RC.
- ✓ Port-a-lets – how many and where to locate? Give needs and map to RC.
- ✓ Hand washing stations –give needs and map for location to RC.
- ✓ Cardboard trash boxes with plastic liners for lunch trash – how many do you need for your site? Give needs to RC.
- ✓ Decide how and where to cook hot dogs (& chili?)
- ✓ Who will cook & serve the food?
- ✓ Where will food be located once prepared including buns, hotdogs, ketchup, mustard, relish, cheese, chili, etc.
- ✓ Who's purchasing condiments, drinks, etc. and from where?
- ✓ Food pickup and storage during the week before the event – who, when and where?
Delivery &/or pick-up will be a couple of days before the event.
- ✓ If there is leftover food, where to donate. Identify missions and shelters and their needs prior to event so food can be delivered same day. We strongly support donating to those in need.
- ✓ Identify who will be responsible for recycling items collected such as cans that can be recycled.

Safety

Safety is our **number one** priority for volunteers.

- Registration – gloves and water must be given to all volunteers before they can clean up. If volunteers are going to be cleaning alongside a road, that volunteer must also be issued an orange safety vest. If the site runs out of any of these

supplies, volunteer must wait until more supplies are available before allowed to clean up trash.

- NO adults or minors will be allowed to participate in the cleanup unless liability and registration form is filled out and signed by adult or legal guardian for minors.
- Volunteers younger than age 10 will not be allowed to clean along a road side or on the banks of a flowing waterway.
- First Aid – at a minimum each site is required to have a first aid station manned by individual(s) familiar with or knowledgeable about first aid including techniques for treating/dealing with cuts, abrasions, bites, stings, allergic reactions, heat stress, etc. and having ability (cell phone) to call for ambulance, if needed. The location of this station must be identified by a sign so easily visible to volunteers.
- In case of injury requiring medical attention, that is the responsibility of the person injured if an adult and of the guardian if injured person is a minor. Site Coordinator should assist in calling 911 if requested to by the adult or in an emergency.
- EMS is not required but recommended if available on volunteer or in-kind basis. Many industries have this service on site and may volunteer the service for the event.
- In the case of a lost child, this child should be taken to Site Coordinator or Registration table and held until picked up by adult who accompanied child to event. Check ID and document if any question.
- Criterion for Canceling TB – Trash Bash is held rain or shine unless conditions deteriorate and become unsafe. Criteria for cancelling event and sending volunteers home are:
 - Lightning – if lightning is observed during event, event must be cancelled
 - Hail – if observed, send volunteers to immediate cover, i.e. pavilion, tents, buses, cars, etc. and monitor after passed for other unsafe conditions
 - Drenching rainfall – cancel event as makes slopes slick and footing uncertain
 - Rising water – cancel event if rising quickly and/or more rain is forecast
 - Other concerns that make conditions unsafe. If unsure, call RC.

Funding for Event

RC and the Texas Conservation Fund along with Site Coordinators raise money each year for the event. We have many longtime sponsors but also get new sponsors each year. The money raised covers the following budgets/expenses each year:

- Site Budget – The Trash Bash organization provides each Trash Bash site a site budget to reimburse the site for entertainment and supplies that will enhance the event. The site budget can be used to pay for entertainment, door prizes, tables, chairs, tents OR for any other item/activity that has been pre-approved upon request from SC by the Regional Coordinator with approval from board. The site

coordinator must maintain all receipts for items/entertainment spent and submit a signed reimbursement request form with receipts and explanation to TCF president for reimbursement.

- Event-wide Site Allocations – Outside of site budget. Some of these items are donated, some are paid for in advance by RC, others will be paid for with purchasing cards, and some should be paid for and reimbursed to site coordinator or committee member. The funding of these items can change year to year. These items include:

Safety:

- ✓ Water (donated in-kind)
- ✓ Gloves (purchased by RC)
- ✓ Safety Vests if cleaning along roads (purchased by RC)
- ✓ Trash Grabbers for those who request them (purchased by RC)

Food and Drink Budget:

- ✓ Hot dogs (purchased by RC)
- ✓ Buns (purchased by RC)
- ✓ Chips & Cookies (provided by RC)
- ✓ Condiments (purchased by gift card, or SC and reimbursed)
- ✓ Sodas (purchased by gift card, or SC and reimbursed)
- ✓ Ice (some provided by RC or purchased by SC and reimbursed)
- ✓ Serving supplies (some provided by RC or purchased by SC and reimbursed)

Misc. Supplies Budget (purchased by Regional Coordinator):

- ✓ Trash Bags
- ✓ T-Shirts
- ✓ Patches
- ✓ Wristbands
- ✓ Signage

Education Budget:

- ✓ Site specific projects must be approved by Steering Committee depending on merit and available funding
- ✓ Steering Committee can vote to provide educational project/items to all sites.

Trash Hauling and Disposal (purchased by RC)

Tire Disposal (purchased by RC)

Waste Issues

- What should not be collected by volunteers but should be marked and reported to Site Coordinator. Site Coordinator should report the location of these items to the County Health Department for collection. These items include the following:
 - Drums
 - Containers leaking unknown contents
 - Sharps
 - Freon
 - Creosote
 - Weapons
 - Suspicious looking items

The location of those items should be documented or marked and reported to the Site Coordinator. The Site Coordinator should contact the County Health Department for appropriate collection.
- Normal trash and debris can be placed in trash bags and roll off boxes.
- Tires must be staged separately and will be picked up by a tire recycler at one location per site after the cleanup. Tires must not be placed on the roll off boxes.
- Materials collected separately at event for recycling like drink cans, plastic bottles, etc. should be recycled by a member of the Site Committee after the event. The available recycling locations should be identified by the Site Committee in advance of the event.

Activities after the Event

- ✓ Thank you notes and/or letters to Site Sponsors and Site Committee.
- ✓ Regional Coordinator will send thank you notes and/or letters to regional sponsors.
- ✓ Identify additional preparations and lessons learned for NEXT year's event and record.

Event Site Report

A site report should be compiled immediately after the event and submitted to the RC. The report should include:

- ✓ Attendance (number of volunteers)
- ✓ Amount of trash and tires collected – contact your waste hauler for info
- ✓ Review left-over supplies and revise numbers accordingly next year
- ✓ Amounts of left-over food & ice – where was it donated?
- ✓ Did you have any first aid incidents? Explain what happened and how it was handled.
- ✓ What worked well at your site?
- ✓ What needs to be changed at your site?

Site Inventory and Return to Storage:

- ✓ Inventory all equipment/items/supplies on loan from Trash Bash organization and note any damage
- ✓ Identify amounts of supplies left over from this year's event that can be used next year (Gloves, trash bags, t-shirts, patches, wristbands, signage etc.)
- ✓ Provide inventory list to RC and identify which storage unit you are using or approved alternative storage location. If an item was damaged, report to RC as well.
- ✓ Return items to storage (as inventoried) clean and in good condition.

APPENDIX D

Results Summary by Site (2019) and by Year (1994-2019)

Table 1. Results by Site for 2019 Event

Site	Trash (lbs.)*	Tires*	Recycle (lbs.)*	No. Vols.	Under 18	Scouts	Miles Cleaned
Armand Bayou	8250	7	3475	448	220	120	30
Bastrop Bayou	7000	16	0	73	3	0	14
Baytown Nature Center	11000	0	0	210	150	50	2.5
Brays Bayou	655	6	40	210	62	38	2
Buffalo Bayou (Terry Hershey Park)	2000	11	50	442	245	89	16
Cypress Creek	1769	19	0	452	291	241	14
Dickinson Bayou	50000	349	15	398	209	44	15
Galveston Bay-Seabrook	8250	2	200	306	177	80	3
Galveston Bay-Virginia Pt.	16,500	19	418	166	72	8	10
Kuhlman Gully	459	4	140	15	0	0	0.5
Lake Houston	300	15	100	276	157	137	2
Little White Oak Bayou (Moody Park))	786	20	300	416	200	40	6
Oyster Creek	2720	4	0	145	48	8	6.3
Sims Bayou	1572	35	100	152	35	30	5
White Oak Bayou North (Ermel Elem.)	786	0	300	180	100	0	13
White Oak Bayou Upper (Jersey Vill.)	917	6	500	401	245	99	14
Armand Bayou	8250	7	3475	448	220	120	30
Bastrop Bayou	7000	16	0	73	3	0	14
Baytown Nature Center	11000	0	0	210	150	50	2.5
Totals	112964	513	5638	4290	2214	984	153.3
Estimated Tonnage	56.482	5.3865	2.819				

*Weights estimated using various common formulas for trash collection events

Table 2. Results by Year (1994-2019)

Year	Volunteers	Trash (tons)	Tires	Recycle (tons)	Shoreline (miles)
1994	4,685	150	N/A	N/A	N/A
1995	5,000	132	N/A	N/A	N/A
1996	4,500	148	N/A	N/A	N/A
1997	3,569	145	N/A	N/A	N/A
1998	3,092	97	N/A	N/A	N/A
1999	3,900	145	N/A	N/A	N/A
2000	5,125	172	1,349	N/A	N/A
2001	4,830	212.5	677	N/A	N/A
2002	4,495	100.2	318	N/A	N/A
2003	4,451	93.8	573	N/A	N/A
2004	4,451	74.41	553	N/A	N/A
2005	2,766	73.6	643	N/A	N/A
2006	4,417	55	788	N/A	N/A
2007*	1,000	6	200	N/A	N/A
2008	4,471	42.5	643	0.7475	97.13
2009^	4,678	107.5	636	0.343	79
2010	5,566	104	841	0.398	122.6
2011	6,722	69.61	636	2.7585	176
2012	6,274	30.73	474	3.56	158.8
2013	5,012	49.3	483	2.91	167
2014	4,622	37.6	369	1.43	157
2015	4,384	37.4	434	1.31	162
2016	4,578	53.9	518	1.41	177
2017*	3,242	51.9	574	1.46	150.1
2018^	3,591	85.5	356	0.94	158.5
2019	4,290	56.5	513	2.8	153.3~
TOTAL	113,711	2,331	11,578	20.1	1,758.4

*Event affected by rain.

^Post-hurricane event.

~ Armand Bayou waterfront sites limited by ITC fire.

APPENDIX E

Steering Committee Meeting Agendas

AGENDA

River, Lakes, Bays 'N Bayous Trash Bash 2018 Steering Committee Meeting

Event Date: Saturday, March 30, 2019

Wednesday, September 26, 2018
10 to 11:30 a.m.

H-GAC, 3555 Timmons Lane
2nd Floor Conference Room D

Participation Options

Webinar Registration Link:

<https://attendee.gotowebinar.com/register/3709289731114151171>

Dial In Only: 800-240-3895 Passcode: 1084242#

Email Becki at becki.begley@h-gac.com by 4 p.m. Tuesday if you would like the PowerPoint to view during call.

1. Welcome and Introductions

- Roll Call (in person and phone)

2. Meeting Schedule, Contact Information, and Deadlines

- Site Coordinator Page on TrashBash.org
- (<http://www.trashbash.org/401/login.php?redirect=/site-coordinator.html>) Password: sitecoordinator2014
- Contact updates (including email and cell phone)

DEADLINES for COORDINATORS	DATE
Site Map Information for Website	10/1
Waste Haulers Confirmed (trash/tires)	10/1
Allocation Forms	11/14
Trash/Portalet Maps	1/9
Transportation Maps	2/13
Site Report	4/12
Site Survey	4/12
FTP Photo Upload (link to be provided)	4/12
Inventory Squared	4/5

3. 2018 Event Wrap-up

- Survey and Discussion for needed changes

4. Site Discussion

- **New Site Presentation** (Lake Jackson/Brazoria County site – Olin Corporation)
Discussion and approval
- Existing site evaluations

5. Fundraising and Budget

- New online donation tool presentation by Texas Conservation Fund

6. Publicity

- New communication plan will be posted on site coordinator page
- Ideas for promotion (use of postcards, posters v. social media, website, email)
- Ideas for ways to increase attendance and reach new audiences

7. Education

- New game to be created using GBEP funding – based on trash. Discussion of concept ideas.
- Review of all educational materials and Instruction Guide
- Zero Waste lunch exercise
- Training volunteers to run educational areas

8. New Business

- a. Other new business as brought forth by committee members

AGENDA

River, Lakes, Bays 'N Bayous Trash Bash 2018 Steering Committee Meeting Event Date: Saturday, March 30, 2019

Wednesday, November 14, 2018
10 to 11:30 a.m.

H-GAC, 3555 Timmons Lane
2nd Floor Conference Room D

Participation Options

Webinar Registration Link:

<https://attendee.gotowebinar.com/register/7965583904633266945>

Webinar Call or Dial-In Only: 800-240-3895 Passcode: 1084242#

Email Becki at becki.begley@h-gac.com by 4 p.m. Tuesday if you would like the PowerPoint to view during call.

1. Welcome and Introductions

- Roll Call (in person and phone)

2. Meeting Schedule, Contact Information, and Deadlines

- Site Coordinator Page (SCP) on TrashBash.org
- (<http://www.trashbash.org/401/login.php?redirect=/site-coordinator.html>)
- Password: sitecoordinator2014
- Contact updates (including email and cell phone)

DEADLINES for COORDINATORS	DATE	
Site Map Information for Website	10/1	PLEASE SUBMIT IMMEDIATELY
Waste Haulers Confirmed (trash/tires)	10/1	PLEASE SUBMIT IMMEDIATELY
Allocation Forms	11/14	NEED ON TIME PLEASE
Trash/Portalet Maps	1/9	
Transportation Maps	2/13	
Site Report	4/12	
Site Survey	4/12	
FTP Photo Upload (link to be provided)	4/12	
Inventory Squared	4/5	

4. Site Discussion

- Site evaluation updates.
- Discussion of Allocations Form.

5. Fundraising and Budget

- New online donation tool is active
- Sponsorship Update by Texas Conservation Fund
- Individual site sponsorships should be underway (door prizes, etc.)

6. Publicity

- New communication plan posted on site coordinator page.
- Please let me know if you post to websites or send in newsletters.
- **Postcards** in process of being mailed this week.
- Extra postcards are here – in groups of 100. Please sign for what you take. 5000 English, 1000 Spanish. Postage is NOT good on these.
- **E-blast** went out in October. Version available on SCP page for you to use for your mailing lists.
- Short updated **PPT** on SCP if you do a meeting or presentation somewhere.
- **PSA** – will be done in January. (audio and video versions)
- **Group Reservation Form** will open in December – delivery to site coordinators?

7. Education

- Presentation of new interactive exhibit proposal for approval.
- Review of other games.
- Zero Waste lunch exercise – interest in doing it again? Discussion?
- Training volunteers to run educational areas – discussion of importance and mission?

8. New Business

- a. Terracycle Beach Plastics possibility again?
- b. Other new business as brought forth by committee members, TCF, or H-GAC

AGENDA

River, Lakes, Bays 'N Bayous Trash Bash 2019 Steering Committee Meeting

Event Date: Saturday, March 30, 2019

Wednesday, January 9, 2019

10 to 11:30 a.m.

H-GAC, 3555 Timmons Lane

2nd Floor Conference Room D

Participation Options

Webinar Registration Link:

<https://attendee.gotowebinar.com/register/3492261529019075585>

Webinar Call or Dial-In Only: 800-240-3895 Passcode: 1084242#

1. Welcome and Introductions

- Roll Call (in person and phone)
- Announcements

2. Meeting Schedule, Contact Information, and Deadlines

- Site Coordinator Page (SCP) on TrashBash.org
- (<http://www.trashbash.org/401/login.php?redirect=/site-coordinator.html>)
- Password: sitecoordinator2014
- Contact updates (including email and cell phone)

DEADLINES for COORDINATORS	DATE	DISPOSITION
Site Map Information for Website	10/1	Need Two Sites As of 12/18
Waste Haulers Confirmed (trash/tires)	10/1	✓
Allocation Forms	11/14	Need Two Sites As of 12/18
Trash/Portalet Maps	1/9	PLEASE SUBMIT ON TIME
Transportation Maps	2/13	
Inventory Squared	4/5	
Site Report	4/12	
Site Survey	4/12	
FTP Photo Upload (link to be provided)	4/12	

3. Supplies

- Ordering of supplies
- Items in need of repair (procedures for 2019)
- Maps

4. Site Discussion

- Updates on sites and satellites

- Group Reservation Form

5. Fundraising and Budget

- Online Donation Tool
- Sponsorship Update by Texas Conservation Fund (if available).
- Individual site sponsors and door prizes

AGENDA

River, Lakes, Bays 'N Bayous Trash Bash 2019 Steering Committee Meeting

Event Date: Saturday, March 30, 2019

Wednesday, February 13, 2019

10 to 11:30 a.m.

H-GAC, 3555 Timmons Lane

2nd Floor Conference Room D

Participation Options

Webinar Registration Link:

<https://attendee.gotowebinar.com/register/2856517308769295105>

Webinar Call or Dial-In Only: 800-240-3895 Passcode: 1084242#

1. Welcome and Introductions

- Roll Call (in person and phone)
- Announcements

2. Meeting Schedule, Contact Information, and Deadlines

- Site Coordinator Page (SCP) on TrashBash.org
- (<http://www.trashbash.org/401/login.php?redirect=/site-coordinator.html>)
- Password: sitecoordinator2014
- Contact updates (including email and cell phone)

DEADLINES for COORDINATORS	DATE	DISPOSITION
Site Map Information for Website	10/1	✓
Waste Haulers Confirmed (trash/tires)	10/1	Final order/maps to vendors
Allocation Forms	11/14	✓
Trash/Portalet Maps	1/9	Final order/maps to vendor
Transportation Maps	2/13	Need One Site
Inventory Squared	4/5	
Site Report	4/12	
Site Survey	4/12	
FTP Photo Upload (link to be provided)	4/12	

3. Site Discussion

- Group Reservation Form – cutoff date, contacts
- Time to perform first pre-event site visit

4. Fundraising and Budget

- Site Budget Distribution
- Sponsorship Update by Texas Conservation Fund
- Online Donation Tool

5. Safety

- View safety video
- Review safety materials
- Washburn Tunnel safety briefing

6. Publicity

- Postcards (postage not valid)
- Posters
- View Public Service Announcement
- Press Release
- Communications Plan

7. Supplies

- Supply Return Checklist (distribute for review)
- New Date signage vinyl banners
- Flag Signage – Early request needs
- Review Sign up for Supply Distribution and Returns

8. Education

- Game Discussion (review all four games) and packaging
- Review Zero Waste lunch exercise
- Staffing Educational Exhibits

9. New Business

- Other new business as brought forth by committee members, TCF, or H-GAC

AGENDA
River, Lakes, Bays 'N Bayous Trash Bash 2019 Steering Committee Meeting
Event Date: Saturday, March 30, 2019

Wednesday, March 13, 2019
10 to 11:30 a.m.

H-GAC, 3555 Timmons Lane
2nd Floor Conference Room D

Participation Options

Webinar Registration Link:

<https://attendee.gotowebinar.com/register/4851197427810813185>

Webinar Call or Dial-In Only: 800-240-3895 Passcode: 1084242#

1. Welcome and Introductions

- Roll Call (in person and phone)
- Announcements

2. Meeting Schedule, Contact Information, and Deadlines

- Contact updates – Need cell phone info for coordinators (at least one primary contact)
- Upcoming deadlines

DEADLINES for COORDINATORS	DATE
Inventory Squared	4/5
Site Report	4/12
Site Survey	4/12
FTP Photo Upload (link to be provided)	4/12

3. Site Discussion

- Group Reservation Form – let me know if you think your site is getting too full and I'll close it as an option
- Reports on pre-site visits – any issues?

4. Supply Schedule

- Supply Return Checklist (distribute for review)
- Review Sign up Schedules for Supply Distribution and Returns
- Still need bun pickup confirmation for 5 sites
- Boxes for bun pickup
- Coolers for food pickup

5. Signage Pickup – prior to distribution days

- Arrange through Becki for Advantage Storage

- Arrange through Lynda Norton for Simply Self Storage

6. Fundraising and Budget

- HEB Gift Card Distribution
- Sponsorship Update by Texas Conservation Fund
- Online Donation Tool – Signage at the event if approved by committee today

7. Safety

- View safety video
- Review safety materials
- Washburn Tunnel safety briefing reminder
- Trash Bash Hotline (281-486-9500) Becki can update remotely

8. Publicity

- Postcards (postage not valid) many still left
- Posters (one person per site needs to be here to pick them up or plan to get them)
- View Public Service Announcement (YouTube, website, Facebook, KUBE 57 TV, sent to all media)
- Press Release
- Communications Plan

9. Education

- Game Discussion (review all four games) and packaging and instructional primer
- Review Zero Waste lunch exercise
- Staffing Educational Exhibits – One-hour Training Meetings (RSVP please for materials preparation)
 - **March 14** – 5:00 p.m. at Galveston Bay Foundation offices
 - **March 20** – 6:00 p.m. at Student Conservation Association offices

10. New Business

- Other new business as brought forth by committee members, TCF, or H-GAC

APPENDIX F

Sample Site Allocation Form

2019 ALLOCATIONS		NAME OF SITE: CYPRESS CREEK (COLLINS PARK)			
ESTIMATED ATTENDANCE: 700		YELLOW = STORED OFF-SITE		*Bayou Preservation Association	
Registration		Signage		Buses/Shuttles	
Reg. Form (E)	500	13' Event Sign	2	Buses	0
Reg. Form (S)	0	9' Event Sign	2	Shuttles	5
Wristbands	700	Bandit Date Sign	2	Comfort Stations	
Tents	0	Event Banner Signage *NEW*	2	Regular Portalets	0
Patches for Scouts	350	Heavy H-Stake for Bandit Date Sign	2	Handicapped Portalets	0
Gloves* order by the dozen		Welcome Banner	2	Hand Washing Stations	4
Small (dozen)	20	Thank You Banner	2	Trash and Tires	
Medium (dozen)	14	Bandit - Trash Bash	30	Dumpsters/Rolloffs	0
Large (dozen)	21	Bandit - No Parking	10	HCFCO	Yes
X-Large (dozen)	12	Bandit - Bus Stop	20	Other	N/A
Waste Receptacles		Bandit - No Parking , Bus Stop	5	Tshirts	
Recycling Unit Stand w/Lid	4	Bandit - No Dumping	4	Youth M	150
Clear Bags for Recycling Units above	20	Bandit - Drop Trash Here	30	Small	180
Event Boxes	10	Wire Stakes for Bandit Signs	95	Medium	150
Natural Bags for Event Boxes above	40	Educational Items		Large	100
Black Bags for Trash Items	700	LID Stormwater Game	1	XL	100
Blue Bags for Recycled Items	15	Stormwater Poster	1	XXL	15
Garbage Pickers	15	LID Pledge	1	XXXL	5
Products for Food		FOG Game	1	Food Items	
Cooler Boxes	5	FOG Pledge	1	Hot Dogs (1.5 per vol)	1000
Hot Dog Paper Boats (1.5 per)	1,000	FOG Poster	1	Hot Dog Buns (1.5 per vol)	1000
Napkin Dispenser Stands	0	Pitch the Poop (PTP) Poster	1	Chips (1 per vol)	700
Napkin Cartridges (875 per)	0	PTP Sandwich Board Easel	1	Cookies (1 per vol)	700
Paper Towel Rolls	10	Pitch the Poop Pledge	1	Bottled Water (2.5 per vol)	1500
First Aid & Safety		PTP Trash Cans (2)	1	Promotional Items	
First Aid Kit	2	PTP Play-Doh (2)	1	Postcards	0
Safety Vests	5	Pet Waste Bag Dispensers	1	Posters	25
Megaphone	2	Trash Timeline Poster	1	Trash Bash Rack Cards	50
First Aid Sign	1	Tri-Fold Display	1		
Safety First Sign	2	Tri-fold posters (request as 1 set of 3)	1		
Caution Snakes Sign	2	Stormwater Brochures	50		

APPENDIX G

Sample Maps for Waste and Portalets



APPENDIX H

Communications Plan-Media Values

RIVER, LAKES, BAYS 'N BAYOUS TRASH BASH® - 2019 COMMUNICATIONS PLAN

The mission of the River, Lakes, Bays 'N Bayous Trash Bash® is to promote environmental stewardship of the Galveston Bay Watershed by removing litter and debris, utilizing hands-on educational tools, and developing partnerships between environmental, governmental, and private organizations.

To achieve that mission, it is vital that communication, using all the tools for promotion and publicity afforded to us, be ongoing with the diverse groups involved with planning, promotion, and participation.

Having a coordinated plan of communications will facilitate the success of the event on through the achievement of the following **GOALS:**

1. Increase sponsorships for both the general event and at individual sites.
2. Increase volunteer participation.
3. Increase shoreline miles cleaned and debris tonnage collected.
4. Increase education opportunities at each site.

COMMUNICATIONS TOOLS:

1. Print materials, including posters (11x17 standard size), flyers (no bigger than 8.5x11), and postcards (4x6) for mailing.
2. Create a 3-up rack card with educational information about Trash Bash and its purpose for year-round use.
3. Electronic email blasts through Constant Contact distribution lists.
4. Creation of a Trash Bash Newsletter and/or inclusion of items in other newsletters.
5. Social media tools, including Facebook, Twitter, Instagram. Posting and sharing of these items to partner pages and personal pages helps exponentially spread the word on social media.
6. Website.
7. Video and audio public service announcements.
8. Promotion by partner organizations.
9. Targeted press releases, media alerts, and targeted pitches.
10. Television, newspaper, magazine, and radio interviews.
11. Billboards, signage, and other publicly viewed items.
12. Word of mouth through presentations at churches, civic organizations, etc.

FUNDING SOURCES:

1. General sponsorship monies.
2. SEP funding if available.
3. Alternative sources of funding for advertising.

OTHER:

1. Please let us know when you get publicity; i.e. newspaper articles, blog posts, social media mentions, etc.
2. Anyone interested in helping with the communications push, please let us know.
3. We have a volunteer with extensive experience working with the media who will help us with our targeted media outreach in March.

MONTH	PLANNED COMMUNICATIONS
June	<ol style="list-style-type: none"> 1. Post new date to website and social media. 2. Initial contact with potential new sites or satellites. 3. Hashtag is #TrashBash2019
July	<ol style="list-style-type: none"> 1. Save the Date and a Countdown post to Facebook. 2. Article in H-GAC C&E Newsletter (1600 subscribers).
August	<ol style="list-style-type: none"> 1. Save the Date Email blast to volunteers and sponsors (~25,000). 2. Save the Date post to Facebook. 3. T-shirt Contest Email blast to 200+ educators in 25 school districts. 4. Article in H-GAC C&E Newsletter. 5. Article in Texas Stream Team Newsletter (400 subscribers). 6. T-shirt contest post to Facebook. 7. Finalize design and print postcards.
Sept.	<ol style="list-style-type: none"> 1. Article in H-GAC C&E Newsletter. 2. Save the Date posts to social media. 3. Sponsor packet materials available to Site Coordinators. 4. Sponsor packet materials sent to sponsor lists. 5. Postcards printed for distribution to Site Coordinators. 6. Posted to Keep Texas Beautiful Calendar of Events. [ktb.org/get-involved/calendar.aspx] and [ktb.org/get-involved/calendar/keep-texas-waterways-clean/keep-texas-waterways-clean---rivers-lakes-bays-n-ba.aspx]
Oct.	<ol style="list-style-type: none"> 1. Save the Date posts to social media. 48 hours, reached 529, 43 engagements and 6 shares) 2. Save the Date sent to email distribution list. sent to ~900 people, one-third opened the email in 48 hours)

	<ol style="list-style-type: none"> 3. Personal contact with each school district for T-shirt contest with help of Steering Committee members. 4. T-shirt contest reminder e-blast to 200+ educators and 550 TB subscribers. 5. T-shirt contest in H-GAC C&E Newsletter. 6. Save the date in H-GAC C&E Newsletter.
Nov.	<ol style="list-style-type: none"> 1. Postcards mailed to 15K on mailing list. 2. Save the Date posts to social media. 3. Article in H-GAC C&E Newsletter. 4. Article in Texas Stream Team Newsletter. 5. Add event to Texas Master Naturalist calendar [http://txmn.org/] 6. Add event to [http://dontrashagoodthing.org]
Dec.	<ol style="list-style-type: none"> 1. Save the Date posts to social media. 2. Article in H-GAC C&E Newsletter. 3. Contact GreenSheet about advertising. 4. Create PSAs (audio and video versions) 5. Reach out to partner organizations for articles in upcoming newsletters in Jan, Feb, and March.
Jan.	<ol style="list-style-type: none"> 1. Poster designed/ready for print upon receipt of final sponsor list. 2. Contact Radio and TV stations (community, school, and government cable stations) for PSA play beginning in February. 3. Save the Date posts to social media. 4. Save the Date eblast #2 to email list. 5. Article in H-GAC C&E Newsletter. 6. Cut off Sponsors on printed materials is Jan. 31. 7. Email blast to science teachers. 8. Email blast to governments. 9. Email blast to running/cycling clubs. 10. Email blast to ISD communications groups.
Feb.	<ol style="list-style-type: none"> 1. Posters distributed to Site Coordinators and Sponsors at Feb meeting. 2. Save the Date posts to social media. 3. Article in H-GAC C&E Newsletter. 4. Article in Texas Stream Team Newsletter. 5. If budget allows – several well-placed PSA billboards along Interstate Highways (Gulf Freeway, Eastex Freeway, I-610, US 290, SH 225?)
March	<ol style="list-style-type: none"> 1. Posters distributed in neighborhoods, schools, etc. by Site Teams by March 1. 2. Event Press Release sent.

	<ol style="list-style-type: none"> 3. Targeted emails sent for sites in Brazoria, Galveston counties. It will be posted on the H-GAC website and sent out via social media. 4. Targeted media alerts and contacts for TV, Radio, and Print Media for news and feature stories, interviews, and/or briefs will be sent out for distribution days to try to get some air time prior to the event. 5. Daily posts to social media, including #TBT posts each Thursday. 6. Early in the month, reach out to all our partner organizations for social media sharing, liking, posting. 7. Article in H-GAC C&E Newsletter. 8. T-shirt contest media release.
April	<ol style="list-style-type: none"> 1. Gather results from site coordinators.
May	<ol style="list-style-type: none"> 1. Results story in H-GAC Community & Environmental Newsletter and Texas Stream Team newsletter. 2. Results posted on website, Facebook, H-GAC Regional Focus Newsletter. 3. Post wrap-up video to Website, Facebook, YouTube for Appreciation Luncheon. 4. Certificates of Appreciation to sponsors, committee. 5. Results Press Release to targeted media.

Copy for Newsletters:

The 26th annual River, Lakes, Bays 'N Bayous Trash Bash®, Texas's largest single-day waterway cleanup, is set for Saturday, March 30, 2019.

Become a Sponsor. Trash Bash® is made possible through generous contributions and support by sponsors. Check out the various sponsorship levels and benefits that make it possible for your organization to become a Trash Bash® partner and make a positive impact on local waterways. The deadline to be included on printed materials is January 31, 2019.

Volunteers Needed. Since its inception, more than 109,000 volunteers have collected almost 2,300 tons of trash, 17 tons of recyclable materials, and 11,065 tires. Find out how to volunteer and promote a healthy Galveston Bay watershed at one of our 16 cleanup locations on March 30.

Materials Used for Publicity:

Link to KUBETV Public Service Announcement:
<https://www.youtube.com/watch?v=PNN9Ubx4Cdo>

Link to Trash Bash Facebook Page:
<https://www.facebook.com/TrashBash/>

Link to Trash Bash website:
<http://www.trashbash.org/>

APPENDIX I

Educational Materials

Trash Bash Educational Materials

PITCH THE POOP: Proper Disposal of Pet Waste

Best management practice item – pet waste bag leash dispenser

THE TROUBLE WITH DOG POOP
and how we can protect our waterways, one bag at a time.

We love our pups, but not the perry little "gits" they leave behind. Tama out our teens, s, seems, and later don't I've them must, elth:

There are:
900,000
Dogs in the Houston-Centralweston Region

Collectively depositing
312 Tons
of poop per day.

Which is the equivalent of
52 dump truck
loads per day!

RAIN WATER washes poop left on the ground into our storm drains which connect to creeks and baysou where it decomposes. During decomposition, the poop uses up precious oxygen needed by fish and other creatures to stay alive and healthy.

Not to mention the risk of illness for swimmers and fishermen using the waterway...yuck!

THIS MEANS THAT...

You could be exposed to bacteria, viruses, and parasites that live in dog poop.

This can be quite dangerous to the old, young, and folks with compromised immune systems.

Pathogens are dangerous to kids playing in the yard, and they can contaminate anything edible growing in your garden.

WHAT CAN YOU DO?

Always pick up after your pet, no matter where it is.

Carry spare bags on your daily dog walk, and use them to encourage others to pick up after their pooch!

If bags aren't your thing, bury waste at a minimum of 6 inches in the ground and far away from your garden or well.

LEARN MORE about the effects of pet waste and what you can do to make a difference by visiting our website, www.petwastepollutes.org

haco Water Resources
funded in part by the Texas Commission on Environmental Quality and Lakeview City Library Program

I Pledge...

To Throw Pup's Poop Away,
Not Leave It For Another Day.

I Will Not Leave It in the Rain,
And Will Not Flush It Down the Drain.

Each and Every Time My Pup Poops,
I Hereby Pledge to Stoop and Scoop.

Then Straight to the Can I Will Dash,
And Put My Pup's Poop in the Trash.

www.petwastepollutes.org



DEFEAT THE GREASE MONSTER: Proper Disposal of Fats, Oils, Grease
 Best management practice items - funnels and scrapers for sites in the coastal counties



DON'T FEED THE Grease Monster
 From the oil, grease, fat, and other animal products that come from the kitchen to the highway, the Grease Monster will feast on it all.

Bacteria is a common source of pollution in Texas waters. Improper disposal of fats, oils and grease (FOG) contributes to the problem.

Where does FOG come from?

- Meat
- Cooking oils, lard, shortening
- Butter & margarine
- Dairy products
- Mayo, salad dressings, sour cream

Why does FOG matter?

- Sticks to pipes from the sink to the sewer
- Causes sewage backups into homes, streets, and storm drains
- Pollutes local waters with raw sewage
- Costly repairs for homeowners and taxpayers

What can YOU do?

- No FOG or food scraps down the sink or garbage disposal
- Wipe grease off dishes before rinsing
- Flushing FOG with hot or cold water will NOT prevent grease build-up in pipes
- Call a professional rather than use chemicals to clear a grease clog

GREASE: A MONSTER OF A PROBLEM

HOPE Water Resources | BAY AREA COASTAL COMMISSION



I PLEDGE...

To fight the **GREASE MONSTER** in all his forms,
 And never let pouring grease down the drain become my norm.

Whether salad dressing or bacon grease,
 I hereby pledge to scrape and squeeze.

After each meal, quick as a flash,
 I will put the remnants in the trash.

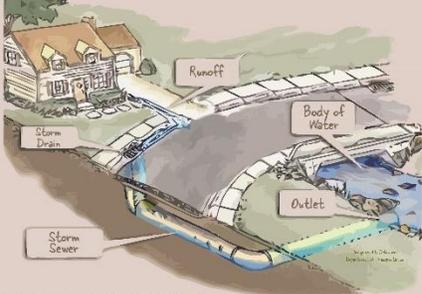
To always make sure my drain stays clear,
 With each and every meal I cook this year.



TURN YOUR YARD INTO A SPONGE: Preventing Nonpoint Source Pollution from Residences
Best management practice item - Stormwater Quality Brochure

WHEN IT RAINS, YOUR YARD DRAINS

Prevent Stormwater Pollution
Where It Starts



The diagram shows a house on the left with a roof and a storm drain. Rain is shown falling on the roof and the ground around the house. A stream of runoff water flows from the house down a storm drain, which leads to a storm sewer. The storm sewer then discharges water into a body of water, such as a pond or lake. Labels include 'Runoff', 'Body of Water', 'Storm Drain', 'Storm Sewer', and 'Outlet'.

TEST YOUR KNOWLEDGE

- T or F** Runoff is rain that is not absorbed and ends up in the storm drain or nearest waterway.
- T or F** Stormwater runoff is not treated to remove pollutants.
- T or F** Residential properties are potential sources of many pollutants.

Printing funded by the Texas Commission on Environmental Quality and the Galveston Bay Estuary Program. 



The illustration shows a residential street with several houses, trees, and a storm drain. The houses are simple, single-story buildings with green roofs. There are large green trees in front of the houses. A storm drain is visible on the street. The background is a light green color.

I PLEDGE...

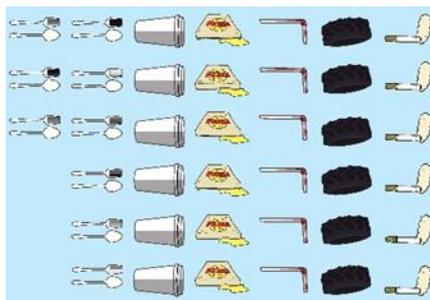
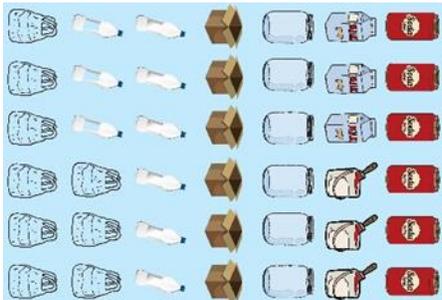
- To keep the storm drain clear,
Protecting it from pollutants far and near.
- Whether yard chemicals in abundance or litter uncollected,
The presence of pollutants will leave our water affected.
- So here and now I pledge to use LID to prevent,
Stormwater pollution to a major extent.
- To ensure safe and clean water for our nation,
Protecting our water for future generations.

FISH ME FROM THE WATERSHED: Making Responsible Choices for Disposal of Commonly Littered Items

Best management practice item – Earth911.com refrigerator magnet (purchased by H-GAC Solid Waste Management Program)



(Game Pieces shown below)



TRIFOLD DISPLAY BROCHURES

The Journey of Trash

Plastic bags, cups, straws and cigarette butts wash into storm drains and end up in our rivers, lakes and bays. They eventually find their way into the food chain.

4p16
Hudson Riverkeeper | Hudson River Valley | Hudson Valley | Hudson Valley

What Can You Do?

HERE ARE A FEW TIPS TO HELP YOU BECOME A CLEAN WATER STEWARD

- Only Rain Down the Storm Drain**
Prevent suds and cooking grease from clogging down the drain.
- Properly Dispose of Fats, Oils & Grease**
Prevent fat from clogging your home and community storm drains. Put fats, oils and grease down the drain.
- Pick Up Pet Waste**
Pick it up and flush it down a toilet. Don't wash it in our waterways.
- Put Trash in Its Place**
Recycle, reuse, and reduce. Don't dump it in our waterways.
- Don't Over-Fertilize Your Lawn**
Use a slow-release fertilizer and consider using organic fertilizer.
- Get Involved**
Volunteer to events. See them both www.4p16.com and www.hudsonriverkeeper.org. Contact your local and county officials to find out what you can do to help.

Learn more at www.4p16.com/water

4p16
Hudson Riverkeeper | Hudson River Valley | Hudson Valley | Hudson Valley

What Watershed Do You Live In?

Learn more at www.h-gac.com/go/wfm

4p16
Hudson Riverkeeper | Hudson River Valley | Hudson Valley | Hudson Valley

STORMWATER QUALITY BROCHURE

Protecting Our Water

Stays with You

WHAT IS STORMWATER?
Stormwater is the runoff that occurs during rain. But it's the water that goes down the drain in your car, driveway, and around your house that flows into storm drains and into the ground.

PROTECTING STORMWATER
Local stormwater agencies, and others, plan it, regulate it, and monitor it. They also help you protect it.

Learn more:
www.4p16.com/water

4p16
Hudson Riverkeeper | Hudson River Valley | Hudson Valley | Hudson Valley

What Can You Do?

AT HOME
Check for leaks in your pipes and water heater. Fix them quickly.
Keep cars, vans, and trucks out of the driveway. Wash them in a car wash that recycles water.
Repair auto fuel leaks and recycle motor oil.
Safety rules before you mow and a manual for mowing.
Check downspout water sets, seal, and outside.

IN THE YARD
Use lawn chemicals sparingly and always follow label directions.
Check sprayer heads to make sure they aren't watering your lawn.
Bag or compost leaves and grass clippings.
Use permeable pavement, rain gardens, gray water, or rain barrels to slow the flow and filter stormwater.

AROUND TOWN
Keep the storm drains in your street free of debris. Never dump anything down a storm drain.
Report illegal or illegal dumping to authorities.
Construction sites should prevent soil erosion and control construction debris through Best Management Practices.
In agricultural settings, keep riparian areas along waterways vegetated to filter pollutants.
Roadways and utilities should have programs for spill clean-up and keep us safe from debris and flow of debris.

COMMON POLLUTANTS
These pollutants can be harmful to plants, fish, animals, and people:
Debris & Debris | Oil & Grease | Paint & Chemicals | Pet Waste

4p16
Hudson Riverkeeper | Hudson River Valley | Hudson Valley | Hudson Valley

TRASH BASH EVERGREEN PROMOTIONAL RACK CARD



**RIVER, LAKES
BAYS 'N BAYOUS TRASH BASH.**



**THE LARGEST SINGLE-DAY
WATERWAY CLEANUP IN TEXAS**
Held every Spring since 1994



Trash Bash® uses hands-on education and partners to promote environmental stewards for the Galveston Bay Watershed.



VOLUNTEER
Scouts, clubs, schools, groups, and families can find a location close to work, school, or home



SPONSOR
Tax-deductible donation options are available for businesses, organizations, and individuals



LEARN
Games, exhibits, and displays explain the importance of protecting water quality



Learn more at www.TrashBash.org
Like us at [Facebook.com/TrashBash](https://www.facebook.com/TrashBash)

Funding through the Texas Commission on Environmental Quality and the Galveston Bay Estuary Program
CE0716

TRANSLATED MATERIALS WITH FY19 FUNDING

LOS PROBLEMAS CON EL POPO DE PERRO y como podemos proteger las vías fluviales, con una bolita a la vez.

Todos amamos a nuestros cachorros, pero no los "regalitos" sucios que nos dejan. Resulta que a nuestros ríos, riachuelos y lagos no les caen muy bien tampoco.

Existen: **900,000** Perros en la región de Houston-Galveston

Que en conjunto depositan **312 Toneladas de popo al día.** ¡Lo cual equivale a 52 camiones cargados por día!

EL AGUA DE LA LLUVIA arrastra la popo que queda en el suelo hasta los desagües pluviales que se conectan a las quebradas y bayous y allí se descomponen. Durante la descomposición, el popo utiliza el oxígeno valioso que necesitan los peces y demás criaturas para sobrevivir y estar saludables.

Esto sin mencionar el riesgo de enfermedades para las personas que nadan y pescan en las vías fluviales... ¡guácala!

ESTO QUIERE DECIR

Podrías estar expuesto a las bacterias, virus y parásitos que viven en el excremento de perro.

Esto puede ser muy peligroso para los ancianos, los jóvenes y para aquellos que tienen un sistema inmunológico débil.

Los patógenos son peligrosos para los niños que juegan en el jardín, y pueden contaminar cualquier comestible que hayas plantado en tu jardín.

¿QUÉ PUEDES HACER?

Siempre recoge lo que deja tu mascota, sin importar lo que es.

Lleva bolitas adicionales en las caminatas diarias con tu perro, y utilízalas para animar a otros a recoger lo que dejan sus perros!

Si no te gusta utilizar las bolitas, entierra el excremento por lo menos a cinco (5) pulgadas de profundidad en la tierra y lejos de tu jardín o de tu pozo de agua.

OBTÉN MÁS INFORMACIÓN sobre los efectos de los desechos de las mascotas y cómo puedes ayudar a proteger nuestras vías fluviales, en nuestra página: www.petwastepollutes.org

RÁC RÓI VỚI PHÂN CHÓ và cách bảo vệ các hệ thống dẫn thủy của chúng ta, từng túi một.

Chúng ta yêu quý chó, nhưng không phải là "những món quà nhỏ" mang mầm bệnh mà chúng thải ra. Sõng hồ và suối của chúng ta cũng chẳng hề ưa những thứ ở nhiễm đó.

Có: **900,000** con chó ở vùng Houston - Galveston

Tổng cộng thải ra **312 Tấn phân mỗi ngày.** Tương đương với 52 lượt xe ben đổ rác

NƯỚC MƯA xô phân còn dư lại trên mặt đất vào trong hệ thống cống rãnh thoát nước mưa nối với các kênh lạch và cửa sông nơi phân sẽ phân hủy. Trong quá trình phân hủy, phân sử dụng nguồn ô-xy quý giá mà cá và các sinh vật khác cần để sinh tồn và khỏe mạnh.

Đó là chưa kể đến nguy cơ bệnh tật cho những người bơi lội và ngư dân sử dụng khu vực dẫn thủy đó... thật là tệ!

điều này có nghĩa là...

Quý vị có thể bị phơi nhiễm vi khuẩn, virus, và ký sinh trùng sống trong phân chó.

Điều này có thể khá nguy hiểm đối với người già, trẻ nhỏ, và những người có miễn dịch kém.

Các tác nhân gây bệnh rất nguy hiểm cho trẻ em vui chơi trong sân vườn, và chúng có thể làm nhiễm bẩn bất kỳ thứ gì ăn được ở trong vườn nhà quý vị.

Quý vị có thể làm gì?

Luôn nhặt phân thú nuôi của quý vị, cho dù ở đâu.

Mang thêm túi nylon khi đi dạo hàng ngày, và dùng túi này để khuyến khích những người khác nhặt phân chó của họ!

Nếu quý vị không quen dùng túi đựng phân, chôn phân chó sâu ít nhất 5 inches và tránh xa vườn hoặc giồng nước nhà quý vị.

TÌM HIỂU THÊM về ảnh hưởng của phân thú nuôi và những việc quý vị có thể làm để tạo nên sự khác biệt bằng cách truy cập website của chúng tôi tại www.petwastepollutes.org

NO ALIMENTES AL MONSTRUO DE LAS GRASAS

La bacteria es una fuente común de contaminantes en las aguas de Texas. El desecho inadecuado de grasas contribuye al problema.

¿De dónde provienen las grasas?

- Carne
- Aceites de cocina, manecias vegetales y de cerdo
- Mantequillas y margarina
- Productos lácteos
- Mayonesas, aderezos para ensaladas, cremas agrías

¿Por qué debemos poner atención a las grasas?

- Se adhiere a las tuberías del fregadero a la alcantarilla
- Causa acumulación de aguas residuales en casas, calles y desagües
- Contamina el agua local con aguas residuales
- Las reparaciones son costosas para los propietarios de casas y para los contribuyentes

¿Qué puedes hacer TÚ?

- No arrojes grasas o residuos de comida por el fregadero o al triturador de basura
- Limpia con un trapo la grasa de los platos antes de enjuagarlos
- Lavar las grasas con agua caliente o frito NO evita la acumulación de grasas en las tuberías
- Contacta a un profesional en lugar de utilizar productos químicos para despejar una obstrucción de grasa

LA GRASA: UN PROBLEMA MONSTRUOSO

ĐỪNG NUÔI CON QUÁI VẬT GÂY RÁC RÓI

Vi khuẩn là nguồn gây ô nhiễm phổ biến trong các sông hồ, kênh lạch, và vịnh ở Texas. Việc bỏ không đúng cách các chất béo và dầu mỡ góp phần gây nên vấn nạn này.

Chất béo và dầu mỡ bắt nguồn từ đâu?

- Thịt
- Dầu ăn, mỡ động vật, chất béo thực vật
- Bơ & bơ thực vật
- Các sản phẩm làm từ sữa
- Nước sốt mayonê, nước sốt trên sa-lát, kem chua (sour cream)

Tại sao chất béo và dầu mỡ lại gây rác rối?

- Bám vào các đường ống nước từ bồn rửa tới cống rãnh thoát nước
- Khiến nước công tắc ngược vào trong nhà, đường phố, và cống rãnh thoát nước mưa
- Gây ô nhiễm các nguồn nước địa phương do nước công chưa xử lý
- Tốn kém chi phí sửa chữa cho gia chủ và người dân đóng thuế

QUÝ VỊ CÓ THỂ LÀM GÌ?

- Đừng bỏ chất béo và dầu mỡ hoặc đồ ăn vụn vào trong bồn rửa hoặc máy nghiền rác.
- Lau sạch mỡ trên đĩa trước khi tráng rửa
- Xả chất béo và dầu mỡ bằng nước nóng hay nước lạnh sẽ KHÔNG ngăn ngừa được tình trạng mỡ tích tụ trong các đường ống nước
- Quý thuy thay vì dùng hóa chất để thông chỗ bị tắc do mỡ

MỠ: CON QUÁI VẬT GÂY RÁC RÓI

TU JARDÍN DRENA CUANDO LLUEVE

Evita la polución del agua pluvial desde su inicio

COMPRUEBA TUS CONOCIMIENTOS

- V o F** La escorrentía es la lluvia que no es absorbida y que termina en los desagües pluviales o vías fluviales más cercanos.
- V o F** La escorrentía del agua pluvial no recibe tratamiento para remover los contaminantes.
- V o F** Las propiedades residenciales son una fuente de numerosos contaminantes.

Información financiada por la Comisión para la Calidad Ambiental de Texas y el Programa del Estado de la Bahía de Galveston. HPCO

TRỜI MƯA, SÂN VƯỜN ĐƯA NƯỚC ĐI

Ngăn Ngừa Ô Nhiễm Nước Mưa Tận Gốc

KIỂM TRA KIẾN THỨC CỦA QUÝ VỊ

- Đúng hay Sai** Nước chảy tràn là nước mưa không thấm vào đất và chảy vào cống rãnh thoát nước mưa hoặc hệ thống dẫn thủy nơi gần nhất.
- Đúng hay Sai** Nước mưa chảy tràn không được xử lý để loại bỏ các chất gây ô nhiễm.
- Đúng hay Sai** Những tòa nhà có người ở là nơi có thể làm phát sinh nhiều chất gây ô nhiễm.

Chương trình tài trợ và ấn phẩm từ Ủy Ban Chất Lượng Môi Trường Texas và Chương Trình Chất Lượng Vịnh Galveston. HPCO

¿Qué puedes hacer?

AGUÍ HAY ALGUNOS CONSEJOS PARA AYUDARTE A SER UN PROTECTOR DEL AGUA LIMPIA

- Solo lluvia por los desagües pluviales**
Evitar la contaminación y las inundaciones, nunca arrojes nada en los desagües pluviales.
- Desecha adecuadamente las grasas, aceites y lubricantes**
Protégerse en tuberías de contaminación de tu casa y la contaminación de aguas excesivas. No tirar grasas, aceites ni lubricantes por los drenajes.
- Recoge el desecho de las mascotas**
Hacer en la basura para evitar que las mascotas sean atraídas hasta los cuerpos de agua.
- Pon la basura en su lugar**
Nunca arrojes basura, recicla, reutiliza y recicla cuando sea posible.
- No utilices fertilizantes en tu césped de manera excesiva**
Menos es más. Sigue las instrucciones en las etiquetas o pídele a la tienda y consulta si usas los fertilizantes orgánicos.
- Involúcrate**
Sé voluntario en eventos como el Festival de Limpieza Ambiental Trash Bash® (www.TrashBash.org). Conoce a tus familiares y amigos sobre las maneras en las que puedes ayudar. Visita el sitio de información de disponibilidad de eventos para recibir alertas de eventos de agua limpia.

Obtén más información en la página www.h-gao.com/water.

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Quý Vị Có Thể Làm Gì?

SAU ĐÂY LÀ MỘT SỐ MẸO NHỎ ĐỂ GIÚP QUÝ VỊ GÓP PHẦN BẢO VỆ NGUỒN NƯỚC SẠCH

- Chỉ Có Nước Mưa Chảy Vào Cống Rãnh Thoát Nước Mưa**
Ngăn ngừa ô nhiễm và ngập lụt, đừng bao giờ bỏ bất kỳ thứ gì xuống cống rãnh thoát nước mưa.
- Vứt bỏ các chất béo và dầu mỡ đúng cách**
Bảo vệ các đường ống thoát nước trong nhà và cộng đồng của quý vị tránh tình trạng chảy tràn. Đừng bỏ các chất béo và dầu mỡ vào trong cống thoát nước.
- Không Phán Thú Nuôi**
Bỏ rác vào trong thùng rác để tránh cho vi khuẩn xâm nhập vào trong các sông hồ, kênh lạch, và vịnh của chúng ta.
- Bỏ Rác Đúng Chỗ**
Dùng bao giờ vứt rác. Giảm, tái sử dụng và tái chế bất kỳ khi nào có thể được.
- Đừng Bón Phân Quá Nhiều cho Vườn Cỏ**
Bón phân ít sẽ có lợi nhiều. Theo hướng dẫn trên nhãn sản phẩm và nên sử dụng phân bón hữu cơ.
- Tham gia**
Tham gia làm tình nguyện viên trong các sự kiện như Trash Bash® (www.TrashBash.org). Chia sẻ thông tin với gia đình và bạn bè để họ biết cách tham gia giúp đỡ. Chia sẻ một hộp bỏ rác và hệ thống dẫn thủy để khôi phục các sông hồ, kênh lạch, hay vịnh ở trong vùng.

Tìm hiểu thêm tại www.h-gao.com/water.

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¿En qué cuencas vives?

Obtén más información en el sitio www.gac.com/go/wrm

1-800-4-A-TOUR

Quý Vị Sống ở Khu Vực Dẫn Thủy Nào?

Tìm hiểu thêm tại www.gac.com/go/wrm

1-800-4-A-TOUR

La Protección de Nuestra Agua

Comenzando Contigo

¿QUÉ ES EL AGUA PLUVIAL?
El agua pluvial es la escorrentía que ocurre cuando llueve y se filtra a través de la tierra que se encuentra por debajo de la superficie del suelo. El agua pluvial no recibe tratamiento antes de llegar a los ríos locales.

Las aguas pluviales se convierten como las vertidas para aguas, las aguas de las piscinas y las aguas de las calles que se convierten en agua pluvial.

El agua pluvial requiere tratamiento potencialmente más caro que el agua que se filtra a través de la tierra y otros contaminantes durante su tránsito hacia el cuerpo de agua más cercano.

PROTECCIÓN DEL AGUA PLUVIAL
Los gobiernos locales consideran la calidad del agua por medio de la inspección y el cumplimiento de las regulaciones de las actividades que producen drenajes hacia los cuerpos locales de agua pluvial.

La contaminación del agua pluvial no es únicamente un problema del gobierno. Los negocios, las industrias y los residentes son todos responsables de una parte de los contaminantes que la contaminación del agua pluvial deposita en los cuerpos locales.

Los negocios y los individuos pueden ayudar a todos a proteger la calidad de nuestros aguas.

Obtén más información:
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Contáctanos en español:
Teléfono: 281-416-2200
Correo electrónico: Español@gac.com
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1-800-4-A-TOUR

¿Qué puedes hacer?

EN CASA
Algunas veces, el agua pluvial puede ser la causa de problemas de salud. El agua pluvial puede ser la causa de problemas de salud. El agua pluvial puede ser la causa de problemas de salud. El agua pluvial puede ser la causa de problemas de salud.

EN LA CIUDAD
El agua pluvial puede ser la causa de problemas de salud. El agua pluvial puede ser la causa de problemas de salud. El agua pluvial puede ser la causa de problemas de salud. El agua pluvial puede ser la causa de problemas de salud.

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Bảo Vệ Nguồn Nước của Chúng Ta

Bắt đầu từ Quý Vị

NƯỚC MƯA LÀ GÌ?
Nước mưa là tình trạng nước chảy trên bề mặt của đất hoặc mái nhà. Tuy nhiên, không giống như nước chảy xuống cống, nước mưa không được xử lý trước khi chảy vào các hồ chứa nước ngầm hoặc các hồ chứa nước mặt.

Các chất ô nhiễm như dầu, sơn, thuốc trừ sâu và các chất ô nhiễm khác có thể chảy xuống cống và cuối cùng sẽ chảy vào các hồ chứa nước ngầm hoặc các hồ chứa nước mặt.

BẢO VỆ NƯỚC MƯA
Chính quyền địa phương cần phải thành lập và thực hiện các quy định để bảo vệ nguồn nước mưa. Tuy nhiên, không giống như nước chảy xuống cống, nước mưa không được xử lý trước khi chảy vào các hồ chứa nước ngầm hoặc các hồ chứa nước mặt.

Các doanh nghiệp, các ngành, và cư dân đều có thể làm việc để bảo vệ nguồn nước mưa. Các doanh nghiệp, các ngành, và cư dân đều có thể làm việc để bảo vệ nguồn nước mưa.

Tất cả mọi người cần thông tin để đưa ra quyết định về việc bảo vệ nguồn nước của chúng ta.

Tìm hiểu thêm:
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Liên hệ với chúng tôi để biết thêm thông tin:
Số điện thoại: 281-416-2200
Địa chỉ: 10000 Katy Road, Suite 100, Houston, TX 77054

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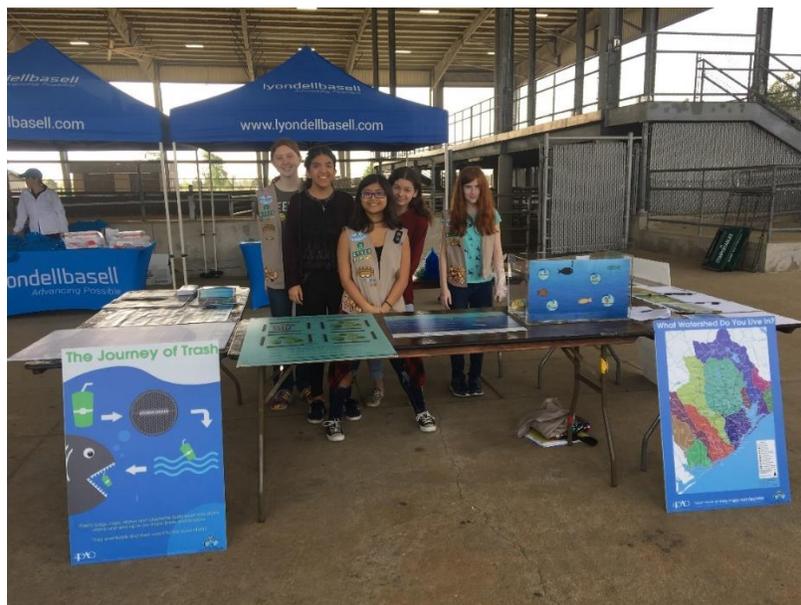
APPENDIX J

Event Photos (March 30, 2019)

EDUCATIONAL EXHIBITS



Cypress Creek (Student Conservation Association and Bayou Preservation Association)



Armand Bayou (Girl Scouts)



Brays Bayou (Houston Health Department)



Galveston Bay-Seabrook (Girl Scouts)



Oyster Creek (Keep Lake Jackson Beautiful Youth Advisory Council)



Galveston Bay-Virginia Point Peninsula (Galveston Bay Estuary Program)

COLLECTIONS OF TRASH/TIRES/RECYCLING



Swan Lake Boat Ramp (Oyster Creek)



Kuhlmann Gully



White Oak Bayou Upper (Jersey Village)



Cypress Creek



Little White Oak Bayou



Brays Bayou

COORDINATION PHOTOS



Armand Bayou (site moved to Pasadena Fairgrounds due to ITC fire)



Boy Scouts cooking hot dogs at Buffalo Bayou (Terry Hershey Park)



Brazoria county commissioner and mayor of Lake Jackson open Oyster Creek site



T-shirt distribution at Little White Oak Bayou



Gloves distribution at White Oak Bayou North) Ermel Elementary)



Registration table at Sims Bayou

VOLUNTEER PHOTOS



Appreciation Luncheon at Monument Inn (May 22, 2019)



LyondellBasell volunteers serving lunch at Armand Bayou



H-E-B volunteers at Armand Bayou



Exxon Mobil volunteers at Baytown Nature Center



Houston-Galveston Area Council Community & Environmental Director at Brays Bayou



Transocean volunteers at Buffalo Bayou



Bayou Preservation Association at Cypress Creek



Group of student volunteers at Dickinson Bayou



BayStar volunteers at Galveston Bay-Seabrook



Girl Scout volunteers at Galveston Bay-Virginia Point Peninsula



Girls Scout volunteers at Lake Houston



Conoco Phillips volunteers at Little White Oak Bayou



Olin Does team at Oyster Creek



Volunteers from Longhorn Glass at Sims Bayou



Volunteers from Ermel Elementary School at White Oak Bayou North



National Honor Society volunteers at White Oak Bayou Upper (Jersey Village)



Volunteers at Kuhlmann Gully

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A/J's Meat Market • Aldine ISD • Amy Dinn • Armand Bayou Nature Center • Bay CERT • Black Page Brewery • Brazoria County • Briar Forest Super Neighborhood Council • Charis York (Texas AgriLife Extension) • CITGO • City of Baytown • City of Dickinson Public Works •
 City of Houston Health Department • City of Houston Parks • City of Lake Jackson • City of Pasadena • City of Seabrook • Clean Rivers Program • Cy-Fair ISD • Cypress Creek Flood Control Coalition • Friends of Woodland Park • Galveston Bay Foundation •
 Greater Northside Management District • Harris County Precinct 3 • Harris County Precinct 4 Parks Department • HomeAdvisor • Hugh Patrick • It's A Numbers Thing, LLC • Kayak Shack • Keep Lake Jackson Beautiful • Lake Houston Sports & Recreation •
 Landsdowne-Moody • McFee Ford • M.D. Anderson Family YMCA • Nancy Gifford • Nikkie Markle Studio • Noltex LLC • Save Our Forest • Seabrook Rotary • Sea World & Busch Gardens Conservation Fund • Scenic Galveston, Inc. • Spirit Environmental •
 Steven Levy Enterprises, Inc. • Texas Adaptive Aquatics • The Zebra • V.F. Waste Services • White Oak Music Hall

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