



James W. Ridgway, P.E.
Executive Director

DRAFT EXECUTIVE COMMITTEE MEETING SUMMARY

Tuesday, November 12, 2013, 2:30 p.m.
Farmington Hills

1. Welcome – Kevin Buford, Chair

2. Roll Call of Members

ECT took roll call of members and others in attendance. A quorum was present.

ARC Executive Committee			Attended Meeting
Officers			
Chair	Kevin Buford	Westland	N
Vice-Chair	Jim Murray	Dearborn	N
Treasurer	Brandy Siedlaczek	Southfield	Y
Past Chair	Gary Mekjian	Farmington Hills	Y
Counties			
Oakland Co. – Rep.	Jim Nash	OCWRC	N
Oakland Co. – Alt.	Jim Wineka	OCWRC	Y
Washtenaw Co.- Rep.	Evan Pratt	WCWRC	Y
Washtenaw Co.- Alt.	Heather Rice	WCWRC	N
Wayne Co. - Rep.	Kelly Cave	WCDPS	Y
Wayne Co. - Alt.	Noel Mullett	WCDPS	N
SWAGs			
Main 1 & 2 - Rep.	Wayne Domine	Bloomfield Township	Y
Main 1 & 2 - Alt.	Charles Markus	Bloomfield Township	Y
Main 3 & 4 - Rep.	VACANT		
Main 3 & 4 - Alt.	VACANT		
Upper - Rep.	Karen Mondora	Farmington Hills	Y
Upper - Alt.	Don Rohraff	Livonia	Y
Middle 1 - Rep.	Tom Casari	Northville Township	Y
Middle 1 - Alt.	Adam Wayne	Novi	Y
Middle 3 - Rep.	Kevin Roney	Garden City	Y
Middle 3 - Alt.	VACANT		
Lower 1 - Rep.	Bob Belair	Canton Township	N
Lower 1 - Alt.	VACANT		
Lower 2 - Rep.	Ramzi El-Gharib	Wayne	N
Lower 2 - Alt.	Roberto Scappaticci	Romulus	N

Others Present: James Ridgway, Annette DeMaria, Meghan Price, and Chris O’Meara, ECT Staff

- Auburn Hills
 - Beverly Hills
 - Bingham Farms
 - Birmingham
 - Bloomfield Hills
 - Bloomfield Twp.
 - Canton Twp.
 - Commerce Twp.
 - Dearborn
 - Dearborn Heights
 - Farmington
 - Farmington Hills
 - Franklin
 - Garden City
 - Henry Ford Community College
 - Lathrup Village
 - Livonia
 - Melvindale
 - Northville
 - Northville Twp.
 - Novi
 - Oak Park
 - Oakland County
 - Orchard Lake
 - Plymouth
 - Plymouth Twp.
 - Redford Twp.
 - Rochester Hills
 - Romulus
 - Southfield
 - Troy
 - University of Michigan-Dearborn
 - Van Buren Twp.
 - Walled Lake
 - Washtenaw County
 - Wayne
 - Wayne County
 - Wayne County Airport Authority
 - Westland
 - Wixom
- Cooperating Partners:
- Cranbrook Institute of Science
 - Friends of the Rouge
 - Rouge River Advisory Council
 - Southeastern Oakland County Water Authority
 - The Henry Ford
 - Wayne State University

3. Additions or Changes to Draft Agenda

Karen Mondora requested that the agenda item 7.d.i. SAW Grant be changed to an action item.

4. Summary of June 27, 2013 Executive Committee Meeting

B. Siedlaczek asked that her attendance be corrected on the meeting summary for June 27, she was not in attendance. The motion was made by Jim Wineka, Oakland County, to accept the June 27, 2013 meeting summary. The motion was seconded by Gary Mekjian, Farmington Hills. Motion passed.

5. Executive Director Report

Ongoing ARC Grant Projects Status

NOAA Habitat Restoration Grant – Oxbow Phase III Design

The ARC completed NOAA contract documents for the grant to design Phase III of the Oxbow at The Henry Ford (Greenfield Village) in Dearborn, which will provide for the final open connection the Oxbow to the channelized portion of the Rouge River. ARC staff have completed the semi-annual reporting for NOAA. Additionally a kick off meeting between ARC Staff, Wayne County and the Henry Ford was conducted to work on site logistics and historical data.

GLRI 1 (Transforming the Rouge)

Project is complete and draft final report was submitted to EPA in August 2013. ARC staff have revised the report based on comments received by EPA and resubmitted in October 2013.

NOAA Fisheries Grant - Wayne Road Dam Removal

This project is complete. Final project and final monitoring reports were submitted to NOAA in September 2013 and approved in October 2013. A final punch list walk was conducted with the contractor and Wayne County at the end of September. The contractor will replace a few trees in November 2013.

MI Water Quality Monitoring Grant

Field efforts have been completed. No illicit connections were found on Pebble Creek. However, high *E. coli* counts were found near a couple homes west of Orchard Lake Rd. indicating that they may have failing septic systems. We are now writing the final report. The end date for this grant is December 31, 2013.

U.S. Forestry/GLRI 2011

The nursery will be delivering a fall planting of trees to the participating ARC communities, who are continuing to plant them. Verification by ARC staff will be conducted. Verification by ARC staff of spring plantings has occurred. There have been some discrepancies that are being worked out with those communities that may have them. ARC staff has applied for a grant extension and budget adjustment with the U.S. Forest Service to extend the grant until June 2014 to allow for another planting by Wayne County and additional verification services.

2012 Public Advisory Council/Great Lakes Commission

The Rouge River Beneficial Use Impairment Report Card was completed by Wayne County, MDEQ, and the RRAC. ARC staff prepared the final progress and financial reports and submitted them to the GLC and MDEQ. Project completed on Oct 30, 2013.

Erb Foundation Capacity Building for the Alliance of Rouge Communities

The scope of work for the Legacy Act proposal has theoretically been approved by EPA. However, there is not an agreement on the appropriate budget. The ARC's original proposed budget (April

2013) was \$1,172,000. However, the EPA's estimated budget (dated September 9, 2013) is \$1,913,000. In September, ARC staff reassessed the budget and scope. This resulted in a revised budget of \$1,572,000. Matching funds have been secured from 3 private partners, the MDEQ, and from this grant that total \$410,000. However, there is a shortfall in matching funds that is between \$140,000 and \$260,000 based on the ARC's revised and EPA's proposed budgets, respectively.

The project team hosted a meeting at the offices of Great Lakes Commission on November 5th. Meeting attendees included Great Lakes Commission's CEO Tim Eder, ARC ED Jim Ridgway, ECT Vice President Sanjiv Sinha, SWW's Principal Tim O'Brien, and MDEQ-Office of Great Lakes Director Jon Allan. Mr. Allan has indicated some possibility of seeking additional match from MDEQ's Water Division, and has requested that the Project Team meet with Water Division Director as the next step to verify whether or not it is indeed possible. Mr. Allan has further advised that the project team conclude their negotiations with the EPA and formally make another request to reduce the cost to \$1.57 Million (instead of EPA's proposed cost of \$1.9 Million). Project Team has forwarded that request to USEPA's Legacy Act Division Director, and has sought a meeting with MDEQ's Water Division Director. If the Team is able get another \$100,000 from MDEQ, it believes that it can go back to the private sector co-sponsors for additional match to bridge the gap. If the Team is unable to get additional match from MDEQ, it plans to recommend to ARC's Executive Committee to abandon the effort.

2013 Area of Concern/Public Advisory Committee Grant

ARC staff facilitated the RRAC meeting held in October. This grant also includes the development of project profile sheets for targeted projects that will aid in removal of the Beneficial Use Impairments. Budget: 28,878. End Date: July 31, 2014

Outstanding Grant Applications

NOAA Great Lakes Habitat Restoration Regional Partnership Grant

The ARC was notified on July 10, 2013 that it was not awarded this grant. This grant would have funded Area of Concern activities for fish and wildlife habitat related projects over a three-year period.

U.S. Forest Service/GLRI Mitigate Emerald Ash Borer Impacts Grant

The ARC has applied for \$250,000 to replace 1,835 trees in 12 ARC member communities and Wayne County. This is similar to the grant received by the ARC in 2011.

b. Permit Update

Jim Ridgway reported that a meeting is being set up with a small group from the Executive Committee, Jon Allan, Dan Wyant and Bill Rustem to follow up on the ARC's desire for a watershed-wide permit.

Kelly Cave, Wayne County, discussed the ruling in September on the Headlee aspect of the contested case and how it contradicts the ruling on Lansing's and Jackson's stormwater utilities. She said Charlie Dunn filed a motion to have the Supreme Court take it up and we will have to wait to see if they decided to hear the case or not.

Jim Ridgway informed the committee that ECT will be closing their Detroit office. This will cause the ARC to change their address. ARC Staff are looking at what will work best and we are leaning toward renting a mailbox in the watershed so that if the ED Services ever changes then the address would not have to be moved again. The yearly cost will be around \$300 for a mail box that has an actual street address.

6. Refocusing the Activities of the ARC

Gary Mekjian informed the Committee that the officers have had many discussions about where the ARC is going and what we should look like in the future. What kind of services is the ARC going to provide. It is important that the ARC continue to function as the core contact for the Rouge communities and continue to have a voice. The budget and scope for the ARC will be reduced going forward because we are losing the Rouge Project funding. The committee discussed the memo from Jim Murray.

There was some discussion regarding comparing the ARC to the ADW. Kelly Cave stated that the ADW and ARC are similar in that they both support things like bug hunts, public information and green schools. The biggest difference between the two groups is the grants that the ARC has received. The ARC has received many federal grants because they are a 501(c)(3) and have the required policies that the Office of Management & Budget require to receive federal funding. It was decided that the organizations are similar, but their budget, members and structure are different and difficult to compare. It was agreed that the two organizations should continue to work together as they have done on GI and PIE issues in the past. Kelly Cave stressed that the ARC needs to look at what we the ARC can do with the budget we have moving forward.

Don Rohraff, Livonia, stressed that many communities are wondering what they are getting for the dues being put into the ARC, there is a concern that communities are just getting trees because that is what they see. Kelly Cave stated that there are many more things happening in the ARC than just the trees that communities are getting recently through the Forest Service Grant. Wayne Domine, Bloomfield Twp., stated that the communities get many things that provide cost savings to the community including using the monitoring report that the ARC provides. Bloomfield Twp. looked at the cost of water quality monitoring at one site and decided that it was more economical to collaborate with the ARC. He further stated that the Executive Director Services is necessary because staff or volunteers from the communities would never be able to provide the services for the benefits we are currently getting. It was decided that the ARC would stay with the general focus issues that were handed out and that no major changes would be made until we know where we are at with the new permit. If we stop, refocus and things change, we may not be going in the right direction.

Regarding the County's Role that was brought up in Jim Murray's memo, both Kelly Cave, Wayne County, and Evan Pratt, Washtenaw County, discussed the benefits that the County's contribute to the ARC. Kelly Cave stated that Wayne County assists with various different things including preparing grant applications for the ARC communities. Evan Pratt stated that even the county's are different from each other giving an example of the monitoring that Wayne County assists with for the ARC communities. In Washtenaw County they depend on the Huron River Watershed Council to provide monitoring services. Jim Wineka, Oakland County, expressed Jim Nash's support for the ARC moving forward as well. It was determined that the County's roles would not change.

There was some discussion on the Executive Director Services items in the memo. Jim Ridgway informed the committee that ECT has reduced the ED Services budget and that we have defined the deliverables in the ECT contract in more detail. In regards to Wayne County taking the accounting function back, Kelly Cave stated that the cost and time associated with doing the books for the ARC have increased with the amount of grant funding that the ARC has received and that it just isn't cost-effective for either Wayne County or the ARC at this time. Jim Ridgway passed out a list of the financial services provided by the ED Staff. It was also decided that the ARC would continue to fund Friends of the Rouge activities (to the extent possible) and would continue to look at ways the ARC can work with other organizations, including the ADW, as we move forward.

It was determined that none of the other issues brought up in Jim Murray's memo would be considered at this time except for forwarding the ARC Focus items to the Full ARC. ARC staff was asked to provide the 5 focus issues for 2014 and provide a detailed list of benefits that the members receive for their dues.

Don Rohraff, Livonia, asked that the ED Staff research the 2010 Census information to see if it has been finalized and can be used to adjust member dues.

7. Standing Committee Reports

a. Finance Committee (B. Siedlaczek, Treasurer)

2012 Audit

Brandy Siedlaczek, Southfield, reviewed the 2012 A133 Audit results which showed no instances of noncompliance and no significant deficiencies. The motion was made by Gary Mekjian to forward the 2012 audit to the Full ARC for acceptance. The motion was seconded by Evan Pratt, Washtenaw County and passed unanimously.

2013 Dues

Brandy Siedlaczek reported that all member invoices have been paid.

A/R and A/P Reports

Brandy Siedlaczek reviewed the accounts receivable and accounts payable reports.

2013 Budget Amendment

NOAA Oxbow Phase III

The ARC has received a \$256,272 federal grant to design the final open cut to the Oxbow located on the channelized portion of the Rouge River at The Henry Ford. The 18-month grant was awarded to the ARC by NOAA, which provides financial and technical assistance to remove dams and barriers, construct fish passages, clean up marine debris, restore coastal wetlands, and remove invasive species in the region. The activities can begin August 1, 2013. No match is required. This amendment adds the NOAA2 - Oxbow Phase III grant budget line to the 2013 ARC Budget with funding anticipated for 2013 activities in the amount of \$65,000. No match is required. The remainder of the grant funds (\$191,272) will be booked in the 2014 budget.

The motion was made by Karen Mondora, Farmington Hills, to recommend to the Full ARC approval of the 2013 Budget Amendment adding the NOAA grant to fund the Oxbow Phase III as presented by the Finance Committee. The motion was seconded by Jill Rickard, Northville Twp., and passed unanimously.

TC6 IDEP Training 2

As part of a 5 year training plan, in 2013 the ARC offered Illicit Discharge Investigator Training to communities within Macomb, Oakland, Wayne, Washtenaw and St. Clair counties. One hundred and twenty-five (125) people signed up for the training, but, in order to provide the most effective experience, the class size is limited to 60 people. The estimated budget for this initiative is \$5,000. The Washtenaw County Water Resource Commissioners Office has offered to pay up to \$2,500 for the training. The rest of the cost will be paid by Wayne County as part of the federal grant.

The motion was made by Evan Pratt, Washtenaw County, to recommend to the Full ARC approval of the 2013 Budget Amendment adding the TC6 IDEP Training 2 as presented by the Finance Committee. The motion was seconded by Don Rohraff, Livonia, and passed unanimously.

2013 Contract Amendments

NOAA Oxbow Amendment

Brandy Siedlaczek reviewed the contract amendment to the scope of services for the Executive Director Services with ECT adding Appendix C which adds the Rouge Oxbow Restoration Project – Phase III Design budget of \$241,272.

The motion was made by Gary Mekjian, Farmington Hills, to recommend to the Full ARC approval of the 2013 ECT ED Services Contract amendment adding Appendix C as presented by the Finance Committee. The motion was seconded by Kelly Cave, Wayne County, and passed unanimously.

IDEP Training 2 Amendment

Brandy Siedlaczek reviewed the contract amendment to the scope of services for the Executive Director Services, Appendix A with ECT to add a second IDEP training. The total compensation for this scope of services is \$1,300. The ARC will be reimbursed 100% of this cost by the Rouge Grant and the Washtenaw County Water Resources Commissioner's Office. This will fund the 2nd IDEP training held in August 2013.

The motion was made by Karen Mondora, Farmington Hills, to recommend to the Full ARC approval of the 2013 ECT ED Services Contract Third Revision Appendix A Amendment as presented by the Finance Committee. The motion was seconded by Charles Markus, Bloomfield Twp., and passed unanimously.

Legacy Act Scope Amendment

Brandy Siedlaczek reviewed the scope amendment to ECT's contract Appendix K. The amendment eliminates Task 4 (Green Infrastructure), an extension of the project period by 6 months and shifts budgets between tasks in order to complete the scope of work. There is no change in ECT's total contract amount. ECT is committed to pursuing EPA funding for the Legacy Act. Therefore, any further effort to secure matching funds and obtain an approved budget and scope of work with the EPA will be done at no charge to the ARC. However, budget will be needed to complete grant administration and reporting, and for an attorney to review the Partnering Agreement and Cooperating Partner Agreement. This is shown in the memo provided by ECT.

The motion was made by Evan Pratt, Washtenaw County, to approve the scope amendment to the ECT ED Services Contract Appendix K. The motion was seconded by Jill Rickard, Northville Twp. and passed unanimously.

2014 ARC Budget Recommendations

Brandy Siedlaczek reviewed the 2014 budget recommendations as follows:

- FC1 – Accounting/Legal Services, \$17,000 - These funds will be used for the preparation of the 2013 taxes, preparation of the financial report and the required A133 audit. These funds would also cover any legal issues that may arise related to the ARC. This line item is the same as the previous year. This budget item will be paid with 100% ARC dues.
- FC2 – ARC Insurance, \$4,000 – These funds will cover the directors and officers insurance that is required by the ARC Bylaws.

Brandy Siedlaczek reviewed the Executive Director Staff costs which oversees the day-to-day affairs of the Alliance of Rouge Communities, including fiduciary and budgeting services. Additional duties for 2014 include:

- **ARC Meetings (OC1a)** - Staffing and facilitation of the full ARC (3 meetings); the Executive Committee (4 meetings); the Organization Committee (2 meetings); the Finance Committee

(3 meetings); the Technical Committee (budget support and 1 meeting); and the PIE Committee (budget support and 1 meeting). This task will also include FOIA requests and activities to meet the Open Meetings Act requirements.

- **Advocate for Rouge River Watershed and Primary Liaison (OC1b)** – The Executive Director will serve as the primary liaison and advocate for the Rouge River Watershed.
- **Quick Books Monthly Tracking and Reporting (OC1c)** – The Executive Director Staff will use Quickbooks for the financial tracking for the ARC including payables and receivables activities.
- **Communication and Administration (OC1d)** - This also includes preparing the 2013 ARC Annual Report along with the 2014 RPO Annual Report for the period January through May of 2014.
- **Pursuing Grant Opportunities (OC1e)** – Executive Director Staff will research and prepare up to 4 grant applications. This represents \$19,874 in non-federal ARC monies to pursue grants in 2014.

The 2014 PIE budget reflects a substantial decrease (\$37,250) in cost from the 2013 budget due to the fact that accommodations had to be made to find budget to pay for the benthic macroinvertebrate sampling that had been paid for by the GLRI grant and ERB foundation for 2011 and 2012. (The ARC paid for this in previous years) Because of ARC budget constraints, the PIE budget was reduced to pay for the sampling, which is the foundation of the ARC's monitoring program. 2014 PIE Committee highlights are:

- (PIE 1) The *Green Infrastructure Activities* task budget is about \$30,000 lower. The ARC will not be creating new grow zones in 2014, nor will we monitor the existing 31 grow zones created by this program since 2009. We eliminated the budget for rain barrel sales, because the sales this year were not as popular (total of 138 rain barrels at 2 events). Additionally, the PIE Initiatives subtask was removed. This was a line item in previous year's budgets to provide funds for activities not described here that we may want to conduct as the year progresses. This item was cut due to budget constraints. The Collaborative PEP activity which was added last year to develop a Collaborative PEP for ARC members had funds added for this budget in order to draft and finalize a Collaborative PEP for the ARC members.
- (PIE 2) The *Public Education Materials* task remains the same as it was in the 2013 budget but redistributes some of the funds for printed materials and giveaways and to increase the budget for distribution (Wayne County). This task supports the purchase and distribution of seedlings at local events, such as community events, rain barrel sales and HHW collection days. The printing budget will pay for seedling packaging, bookmarks, and magnetic clips.
- (PIE 3) The *Website Maintenance* task budget has been cut by \$2,250 and supports design, writing and maintenance fees for the ARC website.
- (PIE4) The *Watershed Stewardship and Reporting* task supports Friends of the Rouge presenting (with assistance from the ARC and Wayne County) four hands-on workshops for homeowners to design native plant gardens and a grow zone maintenance workshop for participants in the ARC's grow zone project from previous years (2009-12). Additionally, FOTR is working with ARC staff, Wayne County and PIE Committee members to facilitate a Grow Zone maintenance subcommittee to investigate ways to provide for ongoing maintenance of grow zones installed by the ARC, FOTR and Wayne County. *FYI, FOTR will provide \$2,500 match for the workshops that can be used by the ARC against the grant it receives from Wayne County.*

The 2014 Technical Committee (TC) budget is \$118,000 which is \$84,800 (42%) less than the 2013 budget. A SAW grant is being sought to fund some of the activities that are needed, but were cut due to budget constraints. These activities include development of a collaborative IDEP plan,

development of a monitoring plan, and conducting water quality monitoring. The 2013 TC activities are summarized below.

- (TC1) The Rouge River Watershed Monitoring Activities task includes:
 - Development of a summary report of the 2013 monitoring data, and
 - Macroinvertebrate monitoring for the Spring Bug Hunt only.
- (TC2) This task will further the development of the Collaborative IDEP plan with a goal of finalizing it in 2014. The plan will include: a description of BMPs, schedule, responsible parties (counties, communities, and ARC), priority area map, and method for determining effectiveness. Member comments will be sought and addressed, and the plan will be submitted to the MDEQ for review.
- (TC3) The IDEP task continues field investigations in priority areas. TC3 allows the ARC to address illicit discharges on a watershed-wide basis, which is far more productive than working on a community by community basis.

The motion was made by Wayne Domine, Bloomfield Twp., to recommend to the Full ARC the approval of the 2014 Budget Recommendations as presented by the Finance Committee. The motion was seconded by Kelly Cave, Wayne County, and passed unanimously.

b. Organization Committee

Conflict of Interest Policy Renewal

Kelly Cave, Wayne County, requested that the Executive Committee members renew the ARC's Conflict of Interest Policy by signing the policy and returning it to ARC staff. This is a requirement as part of our 501(c)(3) status.

Funding White Paper

On behalf of the Organization Committee, Kelly Cave, Wayne County, reviewed the white paper that will be distributed to the Full ARC on 11/21/13. The white paper describes the two most practical approaches for securing funding for stormwater management activities: Establishing a Stormwater Utility and use of the Drain Code. Both approaches will require a shift in thinking for municipalities, elected officials, and the public; stormwater management and compliance is not free. The white paper does not include a recommended approach because the pros and cons of each will vary from community to community. Kelly Cave stated that she will make some changes to the cover memo and will distribute it at the Full ARC meeting.

Revisions to Purchasing Policy

Kelly Cave, Wayne County, reviewed the revisions to the Purchasing Policy which incorporated the requirements for the Executive Director and Technical Services Procurement process along with requirements for Vendor Selection Guidelines for Grant Funded Projects when it comes to watershed-wide projects versus area specific projects. These changes allow for more options to the ARC when selecting vendors to complete projects. The motion was made by Wayne Domine, Bloomfield Twp., to forward the revised Purchasing Policy to the Full ARC for approval. The motion was seconded by Charles Markus, Bloomfield Twp., and passed unanimously.

Revision to Grant Eligibility and Management Requirements Policy

Kelly Cave, Wayne County, reviewed the revisions to the Grant Eligibility and Management Requirements Policy which include reorganizing and combining it with the previously approved "Pursuit and Acceptance of Grants Procedure". The most substantive additional change was to add a new section Grant Management which addresses:

- Pursuit and acceptance of grants, including determination of grant match and documentation
- Grant management

- Subgrant eligibility
- Subgrant requirements and management

The motion was made by Adam Wayne, Novi, to forward the revised Grant Eligibility and Management Requirements Policy to the Full ARC for approval. The motion was seconded by Jim Wineka, Oakland County, and passed unanimously.

New Vendor Management Policy

Kelly Cave, Wayne County, reviewed the new policy for Vendor Management. This policy ensures:

- Each vendor relationship supports the ARC’s overall requirements and strategic plans and meets the requirements and policies of the ARC;
- The ARC has sufficient expertise to oversee and manage the relationship;
- The ARC has evaluated prospective providers based on the scope and criticality of the outsourced services;
- The risks associated with the use of vendors for the ARC's critical operations are fully understood; and
- An appropriate oversight program is in place to monitor each vendor's risk management controls, financial condition and contractual performance.

The motion was made by Evan Pratt, Washtenaw County, to forward the Vendor Management Policy to the Full ARC for approval. The motion was seconded by Karen Mondora, Farmington Hills, and passed unanimously.

c. PIE (Public Involvement and Education) Committee

Charles Markus, Bloomfield Twp., reported that the PIE Committee held its last meeting in July. The PIE hosted a Grow Zone Maintenance Workshop in September. The PIE committee has decided not to hold any rain barrel sales in 2014 and to use that budget in other areas. The September rain barrel sale in Novi was hosted by the vendor, Great Lakes Rain Barrels, the ARC decided not to participate in that event. The ARC has 5 workshops planned for 2014 and the possibility of septic system maintenance workshops in 2015. The PIE Committee will be distributing awards at the Full ARC meeting for Green Infrastructure Guardians. These will be awarded to entities or communities that have maintained their ARC funded grow zone in hopes of promoting continued maintenance. These award recipients will also be offered a tree that has been donated by Wayne County.

d. Technical Committee

Karen Mondora, Farmington Hills, reported that the Technical Committee met to finalize the 2014 budget recommendations. She informed the committee that the ARC hosted a second IDEP training in Farmington Hills and funded, in part, by the Washtenaw County Water Resource Commission. A total of 114 people attended the two trainings in 2013. She informed the committee that Wayne County continues to provide dye testing to municipal facilities and if members have interest they should contact Dean Tuomari at Wayne County.

Karen Mondora reviewed the ARC’s SAW grant application that was provided to the committee. Up to \$2 million will be available per applicant with a 10% match for the 1st million and 25% match for the 2nd million. Some items available for funding include stormwater management planning, IDEP and PEP, monitoring, SOPs, TMDL, good housekeeping, in house audits, public surveys. All of these items are included in the next permit. Applications are due December 2nd. Effort conducted in 2013 can be used as match or be reimbursed. The ARC’s application requests \$1,741,667 in grant funds and provides \$358,333 in local match for a total project cost of \$2 million.

The motion was made by Wayne Domine, Bloomfield Twp., to forward the SAW grant application to the Full ARC for approval. The motion was seconded by Kelly Cave, Wayne County and passed unanimously.

8. Report from WCDPS

Kelly Cave, Wayne County, reported that they are starting to prepare the 2013 progress report and requests that members send her any photos and information about any projects done this year.

9. Other Business

There was no other business.

10. Summary of Executive Committee Actions

- The motion was made to accept the June 27, 2013, meeting summary with the change to Brandy Siedlaczek's attendance.
- The motion was made to recommend to the Full ARC approval of the 2013 Budget Amendment for the NOAA Oxbow Phase III as presented by the Finance Committee.
- The motion was made to recommend to the Full ARC approval of the 2013 Budget Amendment for the TC6-IDEP Training 2 as presented by the Finance Committee.
- The motion was made to recommend to the Full ARC the approval of the 2013 ECT Appendix C Contract Amendment adding the NOAA Oxbow Phase III as presented by the Finance Committee.
- The motion was made to recommend to the Full ARC the approval of the 2013 ECT Revised Appendix A contract amendment adding a second IDEP training as presented by the Finance Committee.
- The motion was made to approve the scope amendment to the ECT Contract Appendix K Legacy Act as presented by the Finance Committee.
- The motion was made to recommend to the Full ARC the approval of the 2014 ARC Budget Recommendations.
- The Executive Committee requested that the ARC Staff determine if the 2010 census data is final and research any adjustments that can be made to the member dues.
- The motion was made to recommend to the Full ARC approval of the revised Purchasing Policy.
- The motion was made to recommend to the Full ARC approval of the revised Grant Eligibility and Management Requirements Policy.
- The motion was made to recommend to the Full ARC approval of the Vendor Management Policy.
- The motion was made to forward the SAW grant application to the Full ARC for approval.

11. Upcoming Meeting(s)

- Full ARC Meeting, November 21, 1:30 p.m. – 3:30 p.m., Summit on the Park in Canton.

12. Adjourn

The motion to adjourn the meeting was made by Wayne Domine, Bloomfield Twp., and seconded by Charles Markus, Bloomfield Twp. The motion passed.

ARC Executive Committee Attendance List

Meeting Date: _____

Name	Community	Attended	Initials
Alsaigh Razik	WCDPS	<input type="checkbox"/>	_____
Belair Bob	Canton Township	<input type="checkbox"/>	_____
Buford Kevin	Westland	<input type="checkbox"/>	_____
Buiten Mike	Wayne	<input type="checkbox"/>	_____
<i>Richard & Jill</i> Casari Tom	Northville Township	<input type="checkbox"/>	<i>RC</i>
Cave Kelly	WCDPS	<input checked="" type="checkbox"/>	<i>KAC</i>
DeMaria Annette	ECT	<input checked="" type="checkbox"/>	<i>AD</i>
Domine Wayne	Bloomfield Township	<input checked="" type="checkbox"/>	<i>WD</i>
El-Gharib Ramzi	Wayne	<input type="checkbox"/>	_____
Fellrath Patrick	Plymouth Township	<input type="checkbox"/>	_____
Markus Charles	Bloomfield Twp.	<input checked="" type="checkbox"/>	<i>CM</i>
Mekjian Gary	Farmington Hills	<input checked="" type="checkbox"/>	<i>G.M.</i>
Mondora Karen	Farmington Hills	<input checked="" type="checkbox"/>	<i>KM</i>
Mullett Noel	WCDPS	<input type="checkbox"/>	_____
Murray Jim	Dearborn	<input type="checkbox"/>	_____
Nash Jim	Oakland County	<input type="checkbox"/>	_____
Pratt Evan	Washtenaw County Water Resour	<input checked="" type="checkbox"/>	<i>EP</i>

Meeting Date: _____

<i>Name</i>	<i>Community</i>	<i>Attended</i>	<i>Initials</i>
Price Meghan	ECT	<input checked="" type="checkbox"/>	MP
Rice Heather	Washtenaw County Water Resour	<input type="checkbox"/>	—
Ridgway Jim	ECT	<input type="checkbox"/>	—
Rohraff Don	Livonia	<input checked="" type="checkbox"/>	DR
Roney Kevin	Garden City	<input checked="" type="checkbox"/>	KL
Scappaticci Roberto	Romulus	<input type="checkbox"/>	—
Siedlaczek Brandy	Southfield	<input type="checkbox"/>	BS
Smrtka Barb	Farmington Hills	<input type="checkbox"/>	—
Wayne Adam	Novi	<input checked="" type="checkbox"/>	AW
Wineka Jim	Oakland County	<input checked="" type="checkbox"/>	Wineka
Pratt, Evan	Washtenaw	<input checked="" type="checkbox"/>	—
_____	_____	<input type="checkbox"/>	—
_____	_____	<input type="checkbox"/>	—
_____	_____	<input type="checkbox"/>	—
_____	_____	<input type="checkbox"/>	—
_____	_____	<input type="checkbox"/>	—