



James W. Ridgway, P.E.  
Executive Director

- Auburn Hills
- Beverly Hills
- Bingham Farms
- Birmingham
- Bloomfield Hills
- Bloomfield Twp.
- Canton Twp.
- Commerce Twp.
- Dearborn Heights
- Farmington
- Farmington Hills
- Franklin
- Garden City
- Henry Ford Community College
- Inkster
- 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

## DRAFT EXECUTIVE COMMITTEE MEETING SUMMARY

May 6, 2015, 1:30 p.m.  
Southfield Parks & Recreation

**1. Welcome** – Brandy Siedlaczek, Chair

**2. Roll Call of Members**

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

<i>ARC Executive Committee</i>			<i>Attended Meeting</i>
<b>Officers</b>			
<b>Chair</b>	Brandy Siedlaczek	Southfield	Y
<b>Vice-Chair</b>	Jill Rickard	Northville Twp.	Y
<b>Treasurer</b>	Bob Belair	Canton	Y
<b>Past Chair</b>	Gary Mekjian	Farmington Hills	Y
<b>Counties</b>			
<b>Oakland Co. – Rep.</b>	Jim Nash	OCWRC	N
<b>Oakland Co. – Alt.</b>	Jim Wineka, Jacy Garrison	OCWRC	Y
<b>Washtenaw Co.- Rep.</b>	Evan Pratt	WCWRC	N
<b>Washtenaw Co.- Alt.</b>	Heather Rice	WCWRC	Y
<b>Wayne Co. - Rep.</b>	Kelly Cave	WCDPS	N
<b>Wayne Co. - Alt.</b>	Noel Mullett/Razik Alsaigh	WCDPS	Y
<b>SWAGs</b>			
<b>Main 1 &amp; 2 - Rep.</b>	Wayne Domine	Bloomfield Township	Y
<b>Main 1 &amp; 2 - Alt.</b>	Charles Markus	Bloomfield Township	Y
<b>Main 3 &amp; 4 - Rep.</b>	VACANT		
<b>Main 3 &amp; 4 - Alt.</b>	VACANT		
<b>Upper - Rep.</b>	Karen Mondora	Farmington Hills	Y
<b>Upper - Alt.</b>	Don Rohraff	Livonia	N
<b>Middle 1 - Rep.</b>	Tom Casari	Northville Township	N
<b>Middle 1 - Alt.</b>	Adam Wayne	Novi	Y
<b>Middle 3 - Rep.</b>	Kevin Roney	Garden City	N
<b>Middle 3 - Alt.</b>	VACANT		
<b>Lower 1 - Rep.</b>	Tim Faas	Canton Township	N
<b>Lower 1 - Alt.</b>	VACANT		
<b>Lower 2 - Rep.</b>	Ramzi El-Gharib/Mike Buiten	Wayne	Y
<b>Lower 2 - Alt.</b>	Roberto Scappaticci	Romulus	N

**Others Present:** Jim Ridgway, Annette DeMaria, John O’Meara, and Chris O’Meara, ECT Staff

### **3. Additions or Changes to Draft Agenda**

There were no additions or changes to the agenda.

### **4. Summary of November 5, 2014 Executive Committee Meeting**

The motion was made by Jacy Garrison, Oakland County, to accept the November 5, 2014 meeting summary. The motion was seconded by Karen Mondora, Farmington Hills. Motion passed.

### **5. Executive Director Report**

#### **a. Grant Projects Status**

Annette DeMaria and John O'Meara, ARC Staff, gave the grant project status report.

### **ONGOING GRANTS**

#### **NOAA Habitat Restoration Grant – Oxbow Phase III Design**

Grant is complete. The MDEQ permit was received and the final report developed and submitted.

#### **Emerald Ash Borer U.S. Forestry/GLRI 2011**

Complete, final report accepted.

#### **2014 Area of Concern/Public Advisory Committee Grant**

ARC staff and Wayne County staff are in the final stages of completing a list of projects needed to remove the Habitat Beneficial Use Impairments. Currently, there are 20 projects totaling \$20 Million. A few more projects will be added. Project descriptions need to be submitted by May 29<sup>th</sup> for potential inclusion on the list. Once finalized, the list and descriptions will be provided to MDEQ and EPA to aid with prioritizing funding in the Great Lakes.

#### **HOW Federal Grant Writing (Freshwater Futures)**

Grant is complete. ARC needs to notify HOW on the outcome of the NOAA Oxbow grant submitted when notified.

#### **FOTR-ARC Merger Investigation**

FOTR was awarded a grant from the Erb Family Foundation in the amount of \$110,000 to explore merging with the ARC. This award was \$35,000 less than the request. The ARC is a partner on this project and is receiving \$23,560 from the grant. The goal of this exploratory action is to determine and implement the necessary steps to either a) merge FOTR and ARC into a new nonprofit organization or b) merge services in a manner that will serve both the local municipalities and watershed residents on the matters of storm water permit compliance, watershed restoration, environmental education, and public outreach. A Reorganization Investigation Committee (RIC) was formed by members of the ARC and FOTR and three meetings have taken place.

#### **Collaborative Invasive Species Control in Rouge and Detroit River AOC**

Wayne County was awarded an EPA for a grant in the amount of \$634,736 to establish and begin implementing an effective management program to address invasive species in the Rouge River and Detroit River Areas of Concern. Containment, eradication, control and mitigation will occur at priority locations. Multi-species assessment and mapping of invasive species will be performed, prioritization tools and criteria used and action taken to control invasive species. Wayne County is currently developing the QAPP and IAAs with the ARC and other partners.

## **OUTSTANDING GRANT APPLICATIONS**

### **SAW Grant: Monitoring and Stormwater Management Planning**

The ARC is on track to receive SAW funding in October 2015. The grant totaled \$1,741,667 plus \$358,333 in match. About 27% of the match has already been earned or is in the 2014 budget. The grant covers collaborative plan development and ecosystem monitoring to support to reapplication of the MS4 permits. More specifically, the grant covers:

- Development of a collaborative Public participation plan,
- Development of a collaborative Public education plan,
- Development and implementation of a public attitudes survey,
- Development of a collaborative illicit discharge elimination plan,
- Community specific ordinance review for compliance with the IDEP Ordinance requirements,
- Development of a collaborative total maximum daily load plan,
- Ecosystem monitoring including water quality (dissolved oxygen, E. coli, phosphorus and sediment), macroinvertebrates, and flow,
- Site-specific standard operating procedures (SOPs) development for municipal facilities that impact stormwater quality, and
- Development of a stormwater funding framework in collaboration with the Alliance of Downriver Watersheds.

### **NOAA GLRI Habitat Restoration: Henry Ford Estate Dam Fish Passage (Design)**

The ARC submitted a design grant to NOAA in February 2015 and anticipates hearing on potential funding in June 2015.

### **NOAA GLRI Habitat Restoration: Oxbow Implementation**

The ARC submitted a construction grant to NOAA in February 2015 and anticipates hearing on potential funding in June 2015. This project would implement the designs developed under the NOAA design grant.

### **US Forestry Service 2014 Tree Grant**

The ARC received award of a \$100,000 grant from the US Forestry Service to purchase and plant an estimated 680 trees. No match is required. ARC Staff are in the process of starting up the grant with IAA for interested communities. The following eleven (11) members expressed interest in participating in this grant (no specific trees numbers designated): Wayne County, Bingham Farms, Bloomfield Twp., Canton, Farmington Hills, Inkster, Livonia, Oak Park, Plymouth, Plymouth Twp., and Southfield. ARC staff will email members to verify that there are no other communities interested in participating in the grant.

## **OTHER GRANTS WITH ARC INVOLVEMENT, BUT LEAD BY OTHERS**

### **Collaborative GI Retrofits in the Watershed**

Wayne County was not awarded this grant to construct green infrastructure best management practices at over 60 project sites within the Rouge River watershed.

### **b. Status of ARC/FOTR Reorganization Investigation**

Annette DeMaria gave a brief presentation of the progress to date of the reorganization investigation. Because of the sensitive subject and because it is still in the investigation stage, the Executive Committee requested that the discussion be kept confidential and not recorded in the meeting summary.

### **c. MS4 Permit and SAW Grant Update**

These items were discussed under the grant update and the committee reports.

### **d. USFS 2014 Grant Administrative Process**

John O'Meara reviewed the process developed for the second forest service grant that the ARC received. 15 members expressed interest in receiving trees through the grant. If other communities would like trees, they need to inform ARC staff by June 5, 2015. Communities will be polled as to how many trees they would like. ARC staff will attempt to fill all requests, otherwise, the 680 trees will be divided amongst the communities showing interest.

The process for this Tree Grant will be as follows:

- The ARC member will enter into IAA with ARC for a specified number of trees.
- Trees selected should be native to the Michigan region. A list of the communities' selected tree types shall be submitted to ARC staff for approval prior to purchase.
- Trees are to be 1.5-2.5" caliper for native deciduous trees and 6'-8' B&B tall for Evergreens
- Trees must have at least a one year warranty.
- A community will be reimbursed for each tree at \$125/tree. Example: total community trees 10 x \$125= \$1,250 reimbursed.
- Trees can be purchased and installed on ARC Member's own schedule.
- The ARC member will select, order, plant, and care the trees. Community will also be required to locate trees, provide a GIS map of tree locations and provide a short one page summary of their tree "project" to the ARC. The summary shall include the total number and type of trees actually planted. Community can either use their own contactor or contract for the services.
- All member work needs to be completed no later than June 30, 2016.
- The ARC member will be reimbursed by the ARC 50% of their contract amount upon delivery of trees and the remaining amount upon the ARC's confirmation of the tree installations based on the provided map.
- ARC staff will spot check maps, provide grant coordination, and prepare the final report to the US Forestry Service.

The process is simple, straight forward and will eliminate the confusion that developed under the last tree grant. Members will sign up for a certain amount of trees, know how much money they will get, handle the work themselves (hopefully with their existing nursery contractors), turn in a map/one page summary and be done.

## **6. Standing Committee Reports**

### **a. Finance Committee (B. Belair, Treasurer)**

#### **2014 Audit**

Chris O'Meara reported that the auditors have begun reviewing the ARC's finances and files for the 2014 audit.

#### **2015 Dues**

Chris O'Meara, ARC Staff, reported that the first round of invoices went out in February and the second round will be going out within the next few weeks.

#### **A/R and A/P Reports**

Bob Belair, Treasurer, reviewed the accounts receivable and accounts payables reports.

## **2015 Budget Amendment 1, 2 and 3**

### **FC1 - FOTR/ARC Merger**

Annette DeMaria reviewed the budget amendment FC1 which adds \$23,560 in grant funds which Friends of the Rouge received from the ERB Family Foundation and Community Foundation for Southeast Michigan to investigate the reorganization of FOTR and the ARC. ARC officers and staff will participate in meetings and assist FOTR in the recommendation and approval for or against merging services based on mission alignment and the results of facilitated process. A merger committee will work with a third-party consultant to explore the options via facilitated meetings over the course of approximately six months. If merger is approved, this outcome will also include identification of programs, organizational structure (i.e. board and staff), staffing needs of new organization, and funding sources.

### **FC2 – SAW Grant (Pending Grant Award)**

Annette DeMaria reviewed amendment FC2. The ARC is expected to receive a SAW grant in late 2015 to support development of member stormwater permit applications, as well as conduct ecosystem monitoring and develop a framework to finance stormwater projects at the local level. Twenty-nine ARC members need to reapply for stormwater permit coverage by April 1, 2016. An additional nine members have already applied for permit coverage because their primary watershed is outside of the Rouge River. Given the time it will take to complete the permit applications, the ED proposes to begin development of ARC members' stormwater permit applications in May 2015. Given that the ARC is not yet in contract with MDEQ, this work will be done by the responsible parties (ECT, Wayne County and FOTR) at the risk of non-payment if the grant funding does not come to fruition.

The ecosystem monitoring and financing framework tasks will also assist members with permit compliance. The monitoring data will be used to 1) direct IDEP efforts, and 2) demonstrate effectiveness of permit activities. The financing task will set up communities so they can pursue a stormwater utility to funding permit-required activities.

Annette informed the committee that Tasks 1-4 will be started now and Tasks 5-6 will be done next year.

### **FC3 – Wayne County GL Invasive Species Collaboration**

Wayne County received an EPA GLRI Grant for invasive species control. The Alliance of Rouge Communities (ARC) was a partner entity in the grant application. The ARC will participate as a member of a Project Coordination Committee (PCC) with a total award of \$20,165. The ARC will review and provide comment and/or content as required. The ARC will provide the training materials, based on guidance from the PCC, for training of SCA student workers, volunteers, and local community staff this effort. ARC staff will hold two training sessions in the field to orient volunteers and SCA personnel on how to identify the invasive species. The ARC will be responsible for reporting project activities on a quarterly basis to Wayne County for inclusion in Wayne County's Great Lake Accountability System (GLAS) reporting. Through the ARC's public education and technical committees information regarding project status as well as ISC information disseminated to ARC members and made available to the general public. The ARC will assist Wayne County with the content for the webpages and presenting the project outcomes to the Public Education Committee and the Full ARC membership.

The motion was made by Jacy Garrison, Oakland County, to forward the 2015 budget amendments FC1, FC2 and FC3 to the Full ARC for approval. The motion was seconded by Wayne Domine, Bloomfield Township and passed unanimously.

### **2013 ECT Contract Amendment**

Bob Belair, Treasurer, reviewed the ECT Contract Amendments that would add Appendix H - FOTR/ARC Merger (total compensation is \$23,560), Appendix G - SAW Grant (total compensation is \$1,043,739) upon grant award and Appendix I - Wayne County Great Lakes Invasive Species Collaboration (total compensation is \$20,165) projects to the contract.

The motion was made by Karen Mondora, Farmington Hills, to forward the 2013 ECT Contract Amendments adding Appendix G, Appendix H and Appendix I to the Full ARC for approval. The motion was seconded by Jill Rickard, Northville Twp. and passed unanimously.

### **ECT Contract Rates**

John O'Meara reviewed the proposed rate revisions to ECT's 2013 Contract for future work (i.e. work not currently under existing Contract). ECT proposes to replace the current cost plus fixed fee contract with a standard rate schedule (unless a specific future fiduciary requires a cost plus fixed fee). The basis for the request are: 1) the federally funded Rouge Project no longer provides funding for the ARC and therefore the (costly) requirements are no longer required, and; 2) ECT's overhead rate used in the existing contract is over 10 years old, and; 3) a rate schedule is simpler and is used in the vast majority of our industrial and municipal clients.

The motion was made by Karen Mondora, Farmington Hills, to forward the revised ECT 2013 contract rates to the Full ARC for approval. The motion was seconded by Jill Rickard, Northville Twp. and passed unanimously.

### **2013 ECT Contract Extension**

John O'Meara, ARC Staff, informed the committee that the ECT 2013 contract will expire on December 31, 2015. He asked the committee to start discussing either extending the ECT contract, which can be done for up to three years under the current contract, or put an RFP out for bid for Executive Director Staff Services beginning in 2016.

### **2016 Budget Preparation Schedule**

Bob Belair, Treasurer, reviewed the 2016 Budget Preparation Schedule and informed the committee that the Finance Committee expects to receive the 2016 Budget Recommendations in early September.

The motion was made by Karen Mondora, Farmington Hills, to forward the 2016 Budget Preparation Schedule to the Full ARC for approval. The motion was seconded by Gary Mekjian, Farmington Hills, and passed unanimously.

#### **b. Organization Committee**

Noel Mullett, Wayne County, reported that the Organization Committee has not met in 2015 and has nothing to report.

#### **c. PIE (Public Involvement and Education) Committee**

Charles Marcus, Bloomfield Twp., reported that the PIE Committee has not met in 2015 but will be developing some new public education pieces later this year for ARC members.

#### **d. Technical Committee**

Karen Mondora, Farmington Hills, reported that the Technical Committee has not met in 2015. She informed the committee that they will continue discussions with MDEQ regarding MS4 issues including post construction stormwater and extended detention, offsite mitigation and payment in lieu.

## **7. Report from WCDPS**

Noel Mullett, Wayne County, stated that the County would be working with the ARC along with some communities on IAAs for the Wayne County Great Lakes Invasive Species Collaboration grant.

## **8. Other Business**

There was no other business.

## **9. Summary of Executive Committee Actions**

- The motion was approved to accept the November 5, 2014 meeting summary.
- The motion was approved to forward the 2015 Budget Amendments FC1, FC2 and FC3 to the Full ARC.
- The motion was approved to forward the 2013 ECT contract amendment adding Appendix G, H and I to the Full ARC.
- The motion was approved to forward the revised ECT contract rates to the Full ARC.
- The motion was approved to forward the 2016 ARC Budget Preparation Schedule to the Full ARC.

## **10. Upcoming Meeting(s)**

- Full ARC Meeting, May 13, 1:30 p.m. – 3:30 p.m., Rochester Hills Museum at Van Hoosen Farms, 1005 Van Hoosen Rd.

## **11. Adjourn**

The motion to adjourn the meeting was made by Gary Mekjian, Farmington Hills, and seconded by Karen Mondora, Farmington Hills. The motion passed.

# ARC Executive Committee Attendance List

Meeting Date: 5/6/15

Name		Community	Attended	Initials
Alsaigh	Razik	WCDPS	<input type="checkbox"/>	---
Belair	Bob	Canton Township	<input checked="" type="checkbox"/>	<u>AB</u>
✓ Buiten	Mike	Wayne	<input checked="" type="checkbox"/>	<u>MB</u>
Casari	Tom	Northville Township	<input type="checkbox"/>	---
Cave	Kelly	WCDPS	<input type="checkbox"/>	---
DeMaria	Annette	ECT	<input checked="" type="checkbox"/>	<u>AD</u>
✓ Domine	Wayne	Bloomfield Township	<input checked="" type="checkbox"/>	<u>WD</u>
El-Gharib	Ramzi	Wayne	<input type="checkbox"/>	---
Fellrath	Patrick	Plymouth Township	<input type="checkbox"/>	---
✓ Garrison	Jacy	Oakland County	<input checked="" type="checkbox"/>	<u>JB</u>
✓ Markus	Charles	Bloomfield Twp.	<input checked="" type="checkbox"/>	<u>CM</u>
Mekjian	Gary	Farmington Hills	<input checked="" type="checkbox"/>	<u>GM</u>
✓ Mondora	Karen	Farmington Hills	<input checked="" type="checkbox"/>	<u>KM</u>
✓ Mullett	Noel	WCDPS	<input checked="" type="checkbox"/>	<u>NM</u>
Nash	Jim	Oakland County	<input type="checkbox"/>	---
O'Meara	John	ECT	<input checked="" type="checkbox"/>	---
Pratt	Evan	Washtenaw County Water Resour	<input type="checkbox"/>	---



Meeting Date: 5/6/15

<i>Name</i>		<i>Community</i>	<i>Attended</i>	<i>Initials</i>
Price	Meghan	ECT	<input type="checkbox"/>	
Rice	Heather	Washtenaw County Water Resour	<input checked="" type="checkbox"/>	<i>HR</i>
✓ Rickard	Jill	Northville Township	<input checked="" type="checkbox"/>	<i>JR</i>
Ridgway	Jim	ECT	<input checked="" type="checkbox"/>	<i>JR</i>
Rohraff	Don	Livonia	<input type="checkbox"/>	
Roney	Kevin	Garden City	<input type="checkbox"/>	
Scappaticci	Roberto	Romulus	<input type="checkbox"/>	
✓ Siedlaczek	Brandy	Southfield	<input checked="" type="checkbox"/>	<i>BS</i>
Smrtka	Barb	Farmington Hills	<input type="checkbox"/>	
✓ Wayne	Adam	Novi	<input checked="" type="checkbox"/>	<i>AW</i>
Wineka	Jim	Oakland County	<input type="checkbox"/>	
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			<input type="checkbox"/>	
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