

ALLIANCE OF ROUGE COMMUNITIES

EXECUTIVE DIRECTOR

2007 ANNUAL REPORT



Working together, restoring the river

Submitted by:
Environmental Consulting & Technology, Inc.

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The following summary includes a brief description of activities completed by the Executive Director and ECT staff in accordance with Appendix A of the 2007 Executive Director Services Contract:

TASK 1: MEETINGS

a. Full Alliance of Rouge Communities Meetings

- March 1, 2007 in Dearborn
- June 27, 2007 in Novi: This was a joint meeting between the ARC and the Michigan Department of Environmental Quality regarding proposed Total Maximum Daily Load Requirements in the Rouge River Watershed.
- December 12, 2007 in Farmington Hills: The 2008 ARC budget was discussed and approved. The ARC voted to update the seven subwatershed management plans in 2008.

b. Executive Committee Meetings

- January 25, 2007 in Southfield (pre-ED)
- April 24, 2007 in Dearborn
- July 30, 2007 in Dearborn
- October 25, 2007 in Dearborn

c. Organizational Committee Meetings

- August 22, 2007
- September 18, 2007

The ED provided information and research for the Countys' ARC contribution policy. Meeting topics focused on the ARC Strategic Plan which addressed the following four main areas: Membership, Finance, Storm Water Permitting and Communications.

d. Public Involvement and Education Committee Meetings

- January 16, 2007, Southfield
- April 26, 2007, Canton Township
- July 12, 2007, Beverly Hills
- October 18, 2007, Livonia
- Rouge 2007, University of Michigan-Dearborn

In 2007, the PIE committee hosted three Onsite Sewage Disposal System maintenance workshops at Van Buren Township, Livonia and Farmington for nearly 200 residents. The PIE Committee also prepared "Measuring Our Success" Posters which outlined activities conducted by Lower 1 and Lower 2 subwatersheds in support of their subwatershed management plans. The Household Hazardous Waste

Subcommittee met throughout the year to discuss and design a HHW guide for ARC communities. The PIE committee staff also developed all the presentations for the Rouge 2007 event held at UM-D.

e. Technical Committee Meetings

- June 15, 2007 in Farmington Hills
- July 17, 2007 in Farmington Hills
- August 10, 2007 in Farmington Hills
- August 22, 2007 in Farmington Hills
- September, 27, 2007 in Farmington Hills (this was a mini-meeting to discuss 319/CMI grants)
- December 3, 2007 in Farmington Hills

In 2007, the Executive Director and ECT staff prepared and submitted to MDEQ, on behalf of the Technical Committee, a report to MDEQ responding to the proposed Total Maximum Daily Load (TMDL) public notice released by MDEQ. The Technical Committee also oversaw the ongoing effort to respond to the proposed NPDES Phase II Watershed Permit. ED Staff also developed a preliminary Five-Year WQ Monitoring Plan. The data sharing task and five-year monitoring plan were incorporated into the 2008 Watershed Management Plan Update.

f. SWAG Meetings

- Main 1-2: May 5, 2007
- Lower 2/Middle 3 May 9, 2007
- Upper: May 17, 2007
- Lower 1/Middle 1: May 24, 2007
- Main 3-4: See below

The seven Rouge River Watershed SWAGs met to rank Rouge Program Office Round VIII grant submittals for their subwatersheds. Because The Main 3-4 SWAG had only three grant request (2 storm water and 1 CSO/SSO), members ranked grants via email.

g. Finance Committee

The Executive Director and staff attended a Finance Committee meeting on October 2, 2007 at Wayne County Commerce Court.

h. Ongoing Support Services

The Executive Director and staff provided ongoing support in the form of attendance at SEMCOG meetings regarding the new NPDES Phase II storm water permit requirements and drafted responses and summaries regarding the new permit requirements.

TASK 2: SUPPORT FOR THE ARC

a. Freedom of Information Act (FOIA) and Open Meetings Act – State Law Requirements

There were no FOIA requests submitted to the ARC in 2007.

b. Routine Distribution of Materials.

Distribution of Materials in 2007 included all meeting materials for the ARC Executive Committee, the ARC, the PIE, Technical and Organizational Committees and all special meetings. Staff also distributed materials related to TMDLs, the new Phase II permit and flyers for upcoming events.

c. ARC Website Maintenance

A new website address was secured for the ARC and the ARC Website was created (www.allianceofrougecommunities.com) and all files were transferred from the existing Rouge Project site (www.rougeriver.com). The Website was maintained monthly.

d. Advocate for Rouge River Watershed

These duties were conducted in concert with activities listed under the Primary Liaison task.

e. Primary Liaison

Activities conducted by the Executive Director include:

The Executive Director attended various meetings/discussions with the U.S. Army Corps of Engineers (grants), the Michigan Department of Environmental Quality (permits and TMDLs), and the U.S. Environmental Protection Agency. The ED was interviewed by Canton Cable Television to discuss the ARC and the ARC's activities. The ED attended meetings with the Alliance of Downriver Watershed and the Great Lakes Alliance. He attended the RRAC meeting on July 12, 2007 at University of Michigan-Dearborn. He attended a meeting with Salem Township officials on August 16, 2007 in Salem Township.

f. Strategic Plan

The Organizational Committee/Strategic Plan Subcommittee met on August 22, 2007 and September 18, 2007 to discuss the proposed Strategic Plan. A draft was distributed for comment to the full ARC at its December 12, 2007 meeting. A final draft was subsequently approved by the ARC Executive Committee in 2008.

g. Administrative Oversight

These activities were discussed in monthly invoice summaries.

h. ARC Marketing & Communications Strategy

This strategy was developed as part of the Strategic Planning effort. The draft Strategic Plan was approved by the ARC Executive Committee in January, 2008. Newspaper stories about the ARC hiring an Executive Director ran in the Detroit News, the Detroit Free Press and the Observer-Eccentric Newspapers.

i. Annual Report

ARC activities were documented as part of the Year in Review 2007 report.

TASK 3: PURSUE GRANT OPPORTUNITIES

The Grants Subcommittee met on April 16, 2007 and September 5, 2007. ED staff prepared a summary of grant funding opportunities for the September, 2007 meeting. Staff prepared information related to ACOE funding availability on behalf of ARC and forwarded to ACOE. In addition, the ED met with the ACOE to discuss funding and project opportunities.

Staff submitted the following two (2) 319/CMI grant applications on behalf of the ARC to MDEQ on October 31, 2007:

- Low Impact Development Techniques Across the Rouge River Watershed (Total project: \$611,783, grant request: \$449,708)
- Assessing the Source of Background E.coli in the Rouge River Watershed (Total project: \$58,311, grant request: \$15,079)

TASK 4: FIVE_YEAR MONITORING PROGRAM (2008-20012)

See Technical Committee Meetings above.

TASK 5: EVALUATE DATA SHARING OPPORTUNITIES

ED Staff reviewed and discussed internally various potential sources of outside data and reliability of sources of outside data. This task will be completed during the update of the WMP in 2008 given that it is a complementary task to the 5-year monitoring program.

TASK 6: LONG-TERM PLANNING EFFORTS FOR ARC PIE

PIE Planning Subcommittee meetings were held on August 2, 2007 in Troy and August 20, 2007 in Southfield. A 2008 PIE Budget by task was developed and task requests were submitted to the Finance Committee.

TASK 7: FINANCIAL SUSTAINABILITY OF THE PIE PROGRAMS and SWPPI IMPLEMENTATION

The PIE Committee requested that this task be conducted by the Executive Director staff as part of its Pursue Grant Opportunities and Primary Liaison responsibilities. This funding was subsequently used to cover other ED staff charges.