



Working together, restoring the river

DRAFT AGENDA

ALLIANCE OF ROUGE COMMUNITIES

Tuesday, October 26, 2010

1:30 – 3:30 p.m.

Redford Township District Library (second floor)

25320 Six Mile Rd., Redford

*James W. Ridgway, P.E.
Executive Director*

Auburn Hills
Beverly Hills
Bingham Farms
Birmingham
Bloomfield Hills
Bloomfield Twp.
Canton Twp.
Commerce Twp.
Dearborn
Dearborn Heights
Farmington
Farmington Hills
Franklin
Garden City
Inkster
Lathrup Village
Livonia
Melvindale
Northville
Northville Twp.
Novi
Oakland County
Oak Park
Orchard Lake
Plymouth
Plymouth Twp.
Pontiac
Redford Twp.
Rochester Hills
Romulus
Southfield
Troy
Van Buren Twp.
Walled Lake
Washtenaw County
Wayne
Wayne County
Wayne County Airport
Authority
Westland
Wixom

- 1. **Welcome** –Gary Mekjian, Chair
 - a. Roll Call/Determination of Quorum
 - b. Introductions of ARC guests **Information**
 - c. Additions or changes to the Draft Meeting Agenda
 - d. Approval of September 9, 2010 Meeting Summary **Action** Pg. 2

- 2. **Treasurers/Finance Committee Report** – Dan Swallow, Treasurer
 - a. 2010 Budget Status Report **Information** Pg. 9
 - b. 2010 Budget Amendments **Action** Pg. 10
 - c. 2011 Budget Requests **Action** Pg. 13

- 3. **Executive Director Report** –Jim Ridgway
 - a. GLRI Grant Status Report **Information**

- 4. **Standing Committee Reports** – Gary Mekjian
 - a. Organization Committee (K. Cave and J. Seymour, Co-Chairs) **Information**
 - i. ARC Purchasing Policy Revision **Action** Pg. 44
 - b. PIE Committee (B. Siedlaczek, Chair) **Information**
 - i. Progress Report
 - c. Technical Committee (G. Zorza, Vice Chair) **Information**
 - i. Progress Report

- 5. **Report from WCDPS** – Kelly Cave **Information**

- 6. **Opportunity for Public Comment** – Gary Mekjian

- 7. **Summary of Actions of Full Alliance** – Chris O’Meara **Information**

- 8. **Upcoming Meeting Schedule** **Information**
 - PIE Committee meeting, October 28, 2010 at 1:30p.m., Wayne County Commerce Court Offices
 - Organization Committee meeting, November 3, 2010 at 1:30 p.m., Southfield

9. Other Business

10. Adjourn **Action**

Cooperating Partners
*Cranbrook Institute of Science
Friends of the Rouge
Southeastern Oakland
County Water Authority
Wayne State University*



Alliance
of Rouge
Communities

Working together, restoring the river

*James W. Ridgway, P.E.
Executive Director*

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
Inkster
Lathrup Village
Livonia
Melvindale
Northville
Northville Twp.
Novi
Oak Park
Oakland County
Orchard Lake
Plymouth
Plymouth Twp.
Pontiac
Redford Twp.
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Van Buren Twp.
Walled Lake
Washtenaw County
Wayne
Wayne County
Wayne County Airport
Authority
Westland
Wixom

DRAFT MEETING SUMMARY
ALLIANCE OF ROUGE COMMUNITIES
September 9, 2010, 1:30 p.m. – 3:30 p.m.
Southfield Public Library

1. Welcome (Tim Faas)

- a. Roll Call /Determination of Quorum** - Roll call was taken. The 23 members listed below were in attendance, which was sufficient for a quorum.

| ARC Member | Attended Y/N | ARC Member | Attended Y/N |
|------------------|--------------|--------------------------------|--------------|
| Auburn Hills | N | Novi | N |
| Beverly Hills | Y | Oakland County | Y |
| Bingham Farms | Y | Oak Park | N |
| Birmingham | Y | Orchard Lake | N |
| Bloomfield Hills | N | Plymouth | N |
| Bloomfield Twp. | Y | Plymouth Twp. | Y |
| Canton Twp. | Y | Pontiac | N |
| Commerce Twp. | N | Redford Twp. | Y |
| Dearborn | N | Rochester Hills | Y |
| Dearborn Heights | Y | Romulus | N |
| Farmington | Y | Southfield | Y |
| Farmington Hills | Y | Troy | Y |
| Franklin | N | Van Buren Twp. | N |
| Garden City | Y | Walled Lake | Y |
| Inkster | N | Washtenaw County | Y |
| Lathrup Village | Y | Wayne | Y |
| Livonia | Y | Wayne County | Y |
| Melvindale | Y | Wayne County Airport Authority | N |
| Northville | N | Westland | Y |
| Northville Twp. | N | Wixom | Y |
| | | | |

b. Introductions of ARC guests

T. Faas asked all guests in attendance to introduce themselves.

c. Additions or Changes to the Draft Meeting Agenda

There were no additions or changes made to the draft meeting agenda.

d. ARC Resolutions

Tim Faas presented three resolutions to Eric Witte, Jim Anulewicz and Tom Biasell in thanks as they retire. The resolutions were in recognition and gratitude for their years of service to the ARC.

Cooperating Partners:

*Cranbrook Institute of Science
Friends of the Rouge
Southeastern Oakland
County Water Authority
Wayne State University*

e. Approval of March 25, 2010 Meeting Summary

A motion was made by Kevin Buford, Westland, to approve the March 25, 2010 meeting summary. It was seconded by Michael Howell, Wixom, and passed unanimously.

2. Organization Committee Report (J. Seymour, Co-chair)

a. ARC Policies and Procedures

Joan Seymour reviewed the Officer Appointment Policy which covers the issue of an officer leaving mid-term and the process to fill the position. Joan Seymour reviewed the policies that were developed by the Organization Committee to fulfill the requirements by the EPA to receive the GLRI grant funding. These policies include a revision to the Purchasing Policy and development of a Record Retention Policy, a Property Management Policy, and a Travel Reimbursement Policy. The motion was made by Mike Buiten, Wayne to adopt the following policies: Officer Appointment Policy, Record Retention Policy, Property Management Policy, Travel Reimbursement Policy and the amended Purchasing Policy to include sole source as presented. The motion was seconded by K. Buford, Westland, and passed unanimously.

b. Membership

J. Seymour reviewed the request by Cranbrook Institute of Science to become a Cooperating Partner and Henry Ford Community College to become an Associate Member with dues of \$750. The motion was made by Jeff Mueller, Lathrup Village, to accept Henry Ford Community College as an Associate Member and Cranbrook Educational Community as a Cooperating partner in the ARC. The motion was seconded by Jim Anulewicz, Plymouth Twp., and passed unanimously.

J. Seymour stated that the ARC website will be updated to include more information regarding becoming Associate and Cooperating Partners in the ARC. The Organization Committee will also be making revisions to the ARC Bylaws and Strategic Plan. If you have any suggested revisions to either of these documents please forward them to Kelly Cave or Joan Seymour for the committee's discussion.

3. Treasurers/Finance Committee Report (W. Domine, Interim Treasurer)

a. Final 2009 Budget vs. Actual Report

The final 2009 Budget vs. Actual Report was handed out for information.

b. 2010 Budget Status Report

Wayne Domine reviewed the balance sheet along with the accounts receivable and payables report.

c. 2010 Budget Amendments

W. Domine reviewed the PIE Amendment 1 and TC Amendment 1. These budget amendments are being requested to cover a budget deficit caused by the fact that ARC staff wrote six grants rather than the budgeted two grants. Both amendments are transferring a total of \$11,000 in dues only from current executive director services not being used to budget to TC3 – Pursuing Grant Opportunities. There is no increase to the overall budget, just budget shifts. The motion was made by K. Buford, Westland, to amend the ARC 2010 budget as presented in PIE Amendment 1 and TC Amendment 1. The motion was seconded by J. Mueller, Lathrup Village, and passed unanimously.

d. ARC Audit Year Ending 12/31/09

The ARC Audit for year ending December 31, 2009 was handed out for information and will be posted on the ARC website.

e. ARC Policies and Procedures

i. W. Domine reviewed the Procedure for Annual Budget Preparation/Budget Amendments stating that these have been followed all along but the Finance Committee wanted to provide the official procedure. The motion was made by K. Buford, Westland, to adopt the Procedure for Annual Budget Preparation/Budget Amendments as presented. The motion was seconded by M. Howell, Wixom, and passed unanimously.

ii. W. Domine reviewed the Timekeeping Policy that was required by the EPA to receive the GLRI grant funding. One revision was requested to remove the sentence regarding the pay dates of the 1st and 15th, the reference to bi-weekly would cover the pay dates. The motion was made by M. Howell, Wixom, to adopt the Timekeeping Policy with the revision. The motion was seconded by K. Buford, Westland, and passed unanimously.

f. ARC Accounting Procedures Manual

W. Domine reviewed the Accounting Procedures Manual that was developed by the Finance Committee and ARC Staff as part of the EPA requirements to receive the GLRI grant funding. The motion was made by Paul Smith, Farmington, to adopt the ARC Accounting Procedures manual as presented. The motion was seconded by J. Mueller, Lathrup Village, and passed unanimously.

4. Executive Director Report (J. Ridgway)

a. Grant Status Report

Jim Ridgway reviewed the handout regarding the successful 2010 ARC grant applications and the required match. The GLRI grant projects were chosen to submit because they were "shovel ready" which are the types of projects the GLRI was looking to fund. The Rouge Green Infrastructure match is coming from various sources, including the ARC. The Danvers Pond project requires no match. Two Rouge Round X grants were awarded to the ARC. The first is the Rouge Green Corridor which requires match that is coming from various sources. The second is the Wayne Road Dam which the ARC will be providing the match. The match being provided by the ARC is budgeted for 2010 and will continue to be a line item in the ARC budget for projects just like these. There was discussion on the Wayne Rd. Dam project regarding the benefit to the entire Rouge Watershed versus just one community. T. Biasell expressed concern that the other projects are affecting many communities where this one is affecting one. J. Ridgway informed the ARC that the Wayne Road Dam project will prepare the plans and specifications for removal of the dam which will then increase the opportunity to look for funding of the actual removal under grants such as NOAA which require no match. He said this will then make the funding of the removal very likely as with the Danvers Pond which is being funded and requires no match. The watershed-wide benefits of the Wayne Road Dam removal have been discussed for a very long time. It will improve the river downstream and allow for a fish passage upstream. This project is very high on RRAC's list of projects. J. Ridgway stressed the fact that the ARC can only choose to submit grant applications to the funding that is available and in this case we had to move the plans and specs forward in order to get future funding for the removal. The ARC Staff are always looking for non-federal match or other grant funds that

can be used as match like the Erb Foundation who is providing match for the GLRI grant for the Rouge Green Infrastructure. He stressed that if the ARC, as a group of communities, wants to improve the Rouge River some projects may be site specific. T. Biasell suggested that the ARC Staff or other committee look at analyzing from a priority basis on future grants and possibly adding another step to the grants procedure when the ARC will be using dues for match to confirm that this is the direction the ARC wants to go. J. Ridgway stated that he agrees with T. Biasell's suggestion. The motion was made by K. Buford, Westland, to accept the GLRI and Round X grants and to approve the required match. The motion was seconded by T. Biasell, Farmington Hills, and passed unanimously.

b. Contested Case Update

J. Ridgway informed the ARC that the contested case continues to move along. He stated that the many different lawyers are doing a very good job of working together. He stated that the lawyers would be surprised if anything was decided by April. J. Ridgway wanted to remind the ARC that the contested case is not being funded by the ARC because not all ARC communities are contesting.

J. Ridgway made the announcement that the Friends of the Rouge are turning 25 years old next year and he asked that everyone go to the FOTR website and upload your photos or stories that you have collected over the last 25 years in celebration of the anniversary. Sally Petrella thanked the ARC for their support over the years and added that FOTR will be hosting several celebration activities next year including a photo contest and an anniversary event and encouraged everyone to get involved.

5. Standing Committee Reports

b. PIE Committee (Brandy Siedlaczek, Chair)

B. Siedlaczek reported that the PIE Committee held the first rain barrel sale in Redford Township in July which sold 619 rain barrel to 382 people and raised \$918 for the ARC Foundation. The PIE is planning another rain barrel sale in Troy for September 18. She informed the ARC that they gave away 1,000 Norway Spruce tree seedlings at the household hazardous waste event held August 31 at Westland Mall and asked people to register their trees on the ARC website. 75 of the trees went to the Green Schools program as well. The PIE is planning a Green Infrastructure workshop for January 2011 at Lawrence Tech.

c. Technical Committee (Gary Zorza, Vice Chair)

G. Zorza commended the ARC Staff for their efforts in getting the various grants. He stated that the storm water reporting system is in the beta testing stage and is expected to be out for the ARC members to use at the end of the year. The committee is meeting with the MDNRE in October to review the reporting system and get their thoughts on it. The Technical Committee is also looking for volunteer communities to test the system. Jen Lawson, ARC Staff provided a brief online tour of the reporting system showing them how it can be individually adapted to each communities needs. She informed the ARC that they Technical Committee will be hosting workshops to educate the communities on how to use the system and are developing a user guide. The next Technical Committee meeting is scheduled for October 5 and the collaborative action plan will be discussed. He stated that the 2011 budget preparation is moving forward and that they are reviewing some of the services that SEMCOG may be able to provide.

SEMCOG gave a brief overview of the services that they can provide to SEMCOG members including Storm Water Pollution Prevention Plans, Pollution Intervention Plans, Phase II audit assistance including meeting with you prior to the audit, attending during the audit and reviewing the MDNRE audit letter. SEMCOG can also provide good housekeeping training, storm water ordinance revisions and green infrastructure strategies. G. Zorza stated that it is very helpful, if you are a member of SEMCOG, to have them sit in on the Phase II audit.

d. Nominating Committee – 2011-2012 (Tom Biasell, Chair)

T. Biasell reviewed the 2011-2012 nominations for the ARC officers as follows: Gary Mekjian, Southfield, for Chair, Kevin Buford, Westland for Vice Chair and Dan Swallow, Van Buren Twp. for Treasurer. He also stated that any nominations could be made from the floor. There were no additional nominations made. T. Biasell expressed that it will be a good representation of city and townships and both Wayne and Oakland County. The Motion was made by J. Anulewicz, Plymouth Twp., to nominate the 2011-2012 ARC Offices as, Gary Mekjian, Chair, Kevin Buford, Vice-Chair and Dan Swallow, Treasurer. The motion was seconded by T. Biasell, Farmington and passed unanimously.

6. Rouge Program Office Report (Razik Alsaigh reported for Kelly Cave, Wayne County)

The Rouge River 2009 Progress Report is available on both the Rouge and ARC websites. R. Alsaigh stated the he will be meeting with various communities regarding the Round X funding and the preparation of IAAs and hope to have them done by the end of the year. Please let him know if you need assistance.

7. Opportunity for Public Comment

T. Faas gave his thanks to the ARC Staff for their assistance during his years as ARC Chair. He stated that he has enjoyed his duties as chair including the contested case issue, the various grant applications and the general hardships that the ARC and its members have gone through over the last 2 years. The ARC should be proud of our ability to retain most of our members and the value that the ARC provides its member. The transition from the old officers to the newly elected officers will happen at the next Full ARC meeting in October.

Howard Knorr, citizen, expressed his concerns regarding the expansion project at the Detroit Country Day School in Beverly Hills. The projects is planned on a 4.77 acre parcel which will require the removal of 300 trees, some 100 years old, cutting and filling of the flood plain and removing some rare native plants and wetlands.

Dave Ruby, a resident of Beverly Hills, expressed his concerns with the building by Detroit Country Day. He is a resident on the river south of 13 Mile Rd. and asked for the support of the ARC.

Sally Petrella with Friends of the Rouge informed the group that the report on the Rouge Rescue is available and was very successful with 40 sites and 1,900 volunteers. She passed out information for the October 16 fall bug hunt. The spring bug hunt report is available on both the FOTR and ARC websites. She reported that a new bug that hasn't been identified in Michigan was found and that several sites are showing improvement. Joe Rathburn did a mussel survey and some new species were found. Unfortunately,

overall things did not show improvement. S. Petrella said that FOTR has several activities coming up including a planting in Bloomfield Twp. on 9/18 and a Kayak tour on 9/26 which should go by Fordson Island and show the partnership with the Port Authority that received grant funding to remove several abandoned boats along the island. They are also having a fundraiser on 11/7 at the Liberty Street in Plymouth. The FOTR annual meeting will be held 11/30 at the Glenn Oaks Golf Course with dinner prior and Steve Chester as the key note speaker. She also shared a book written by John Hartig called Burning Rivers about the polluted rivers that have caught fire and the Rouge River is one of them. The ARC is also mentioned in the book.

Hae-Jin Yoon from the MDNRE reported that the schedule of audits will remain about 5 per year and hopefully increase after the first year.

Lisa Appel with the Cranbrook Institute of Science thanked the ARC for approving their Cooperating Partnership with the ARC. She reviewed several of the programs at the Institute relating to water education including the Rouge River Water Festival that will be happening next week.

Lilian Dean invited everyone to come over and participate at Adler School after the meeting where they are installing a rain garden and having an open house.

8. Summary of Actions of Full Alliance (Chris O'Meara, ARC staff)

- The March 25, 2010 Full ARC Meeting Summary was approved.
- The following policies were adopted: Officer Appointment Policy, Record Retention Policy, Property Management Policy, Travel Reimbursement Policy and the amended Purchasing Policy to include sole source as presented.
- Henry Ford Community College was accepted as an Associate Member and Cranbrook Educational Community was accepted as a Cooperating partner in the ARC.
- The ARC 2010 budget was amended as presented in PIE Amendment 1 and TC Amendment 1.
- Send any suggested revisions to the Bylaws and/or Strategic Plan to K. Cave or J. Seymour.
- The Procedure for Annual Budget Preparation/Budget Amendments was adopted.
- The Timekeeping Policy with the revision was adopted.
- The ARC Accounting Procedures manual was adopted.
- The GLRI and Round X grants were accepted and the required match approved.
- The 2011-2012 ARC Offices were nominated as, Gary Mekjian, Chair, Kevin Buford, Vice-Chair and Dan Swallow, Treasurer.

9. Upcoming Meeting Schedule (C. O'Meara)

- Finance Committee Meeting, September 21, 2010, 1:30 p.m., Bloomfield Twp. Offices
- Technical Committee meeting, October 5, 2010, 1:30 p.m. location TBD
- Finance Committee Meeting, October 7, 2010, 2:30 p.m., location TBD
- Executive Committee meeting, October 14, 2010, 1:30 p.m., location TBD
- Full ARC Meeting, October 26, 2010 at 1:30 p.m.
- PIE Committee Meeting, October 28, 2010 at 1:30 p.m., Wayne County Commerce Court Offices

10. Other Business

Chuck Hersey of SEMCOG gave a brief summary of their response to the proposed EPA rulemaking on SSOs and Peak Flows. His memo is included at the end of this summary.

Mark Mikesell, ECT, gave a brief presentation regarding the Lower Rouge (Main Branch) Legacy Act Site Investigation in the Rouge Area of Concern. He said this project is focused on contaminated sediment in the industrialized portion of the Rouge River Main Branch, south of the concrete channel. Ultimately, the project will create a list of potentially responsible parties in the study area who may be able to access Legacy Act funding to clean up contaminated sites. The project will also identify data gaps and prioritize any needs for additional studies in this portion of the Rouge River.

11. Adjourn

The motion was made by J. Anulewicz, Plymouth Twp., to adjourn the meeting. The motion was seconded by John Selmi, Redford, and passed unanimously.

Alliance of Rouge Communities
DRAFT Amended 2010 Budget - 10/7/10

Expected Revenues Available for 2010

| | | |
|---------------------------------|-----------|--------------|
| * 2010 Dues from Communities | \$ | 274,868 |
| 2010 Rouge Project Grant | \$ | 313,121 |
| Future other Grants (estimated) | \$ | 45,000 |
| SPAC Grant | \$ | 8,882 |
| Rollover Dues from 2009 Budget | \$ | 127,973 |
| | \$ | 769,843 |

Amended by Full ARC on 9/9/2010

| Proposed 2010 Budget Items | Committee Proposal | Funding Source | | | | "Provider" using Budget (3) |
|--|--------------------|-------------------|-------------------|----------------|--------------|-------------------------------------|
| | | ARC Dues | Rouge Grant | SPAC Grant | Other Source | |
| Organization Committee | | | | | | |
| (1)OC1 Executive Director Services | \$ 159,771 | \$ 79,886 | \$ 79,886 | | | Exe.Dir. Serv. |
| (2)(4) OC2 ARC Insurance | \$ 3,978 | \$ 3,978 | \$ - | | | outside purchase |
| (2)OC3 Accounting/Legal Services | \$ 10,100 | \$ 10,100 | \$ - | | | outside purchase |
| Organization Committee Total | \$ 173,849 | \$ 93,964 | \$ 79,886 | | \$ - | |
| Public Education and Involvement Committee | | | | | | |
| PIE1 Green Infrastructure Campaign | \$ 94,000 | \$ 47,000 | \$ 47,000 | | | Exe.Dir. Serv./Wayne County |
| (5)PIE2 Riparian Corridor Management Booklet | \$ 6,500 | \$ 3,250 | \$ 3,250 | | | Exe.Dir. Serv. |
| PIE3 Pub Ed Materials | \$ 32,000 | \$ 16,000 | \$ 16,000 | | | Exe.Dir. Serv./Wayne County |
| PIE4 ARC Website Maintenance | \$ 7,000 | \$ 3,500 | \$ 3,500 | | | Exe.Dir. Serv. |
| (6)PIE5 Friends of the Rouge | \$ 20,886 | \$ 10,443 | \$ 10,443 | | | Friends of the Rouge |
| PIE6 WMP Revisions (edit/format only) | \$ 7,600 | \$ 3,800 | \$ 3,800 | | | Exe.Dir. Serv. |
| PIE Committee Total | \$ 167,986 | \$ 83,993 | \$ 83,993 | | \$ - | |
| Technical Committee | | | | | | |
| TC1 Rouge River Watershed Monitoring Activities | \$ 127,917 | \$ 63,959 | \$ 63,959 | | | Friends of the Rouge- RPO |
| TC2 Collaborative Storm Water Action Plan Implementation | \$ 138,000 | \$ 69,000 | \$ 69,000 | | | Exe. Dir. Serv./Wayne & Oakland Co. |
| (2)(5)TC3 Pursuing Grant Opportunities | \$ 21,000 | \$ 21,000 | \$ - | | | Exe. Dir. Serv. |
| Potential Project & Available Match | \$ 90,000 | \$ 45,000 | \$ - | \$ 45,000 | | ARC and outside grant |
| TC4 Land Cover Inventory | \$ 20,000 | \$ 10,000 | \$ 10,000 | | | Exe. Dir. Serv./Wayne Co. |
| Technical Committee Total | \$ 396,917 | \$ 208,959 | \$ 142,959 | | \$ 45,000 | |
| Total Amount Requested by All Committees | \$ 738,752 | \$ 386,915 | \$ 306,837 | | \$ 45,000 | |
| (7)Strategy to Delist BUIs in the Rouge River AOC | \$8,882 | | | \$8,882 | | Exe. Dir. Serv. |
| Available Unallocated Budget | \$ 67,209 | \$ 60,926 | \$ 6,284 | | | |

Notes

- (1) Includes fiduciary services, advocacy and administration
- (2) Not a Rouge grant eligible item; funded 100% from ARC dues
- (3) Officers and committee members provide assistance to implement most of the ARC tasks. Cost for this assistance is not included in ARC budget.
- * Based on 2009 dues amounts minus Superior Township (\$7,359), Ypsilanti (\$1,054) W. Bloomfield Twp. (\$12,851) and Allen Park (\$759) plus \$187.50 for 4th quarter HFCC Associate Membership
- (4) BUDGET CORRECTION: Estimate was \$4,100. Actual insurance cost shows a reduction of \$122 to bring to current \$3,978
- (5) 9-9-10 BUDGET AMENDMENT to PIE2 and TC3: transfer \$2,500 from PIE2, \$7,500 from TC1 and \$1,000 from TC2 to bring the TC3 budget from \$10,000 to \$21,000. Transfers only affect the Executive Director Services budget, it does not affect services provided by FOTR, WC or OCVRC
- (6) WC IAA shows a budget of \$22,453, the ARC received an adjusted budget from FOTR of \$20,886
- (7) 10-14-10 DRAFT BUDGET AMENDMENT ARC received SPAC Grant - %40 (\$8,882) of \$22,205 in 2010, remaining 60% (\$13,323) in 2011 budget and OC3 Accounting/Legal services increase from \$5,000 to \$10,100

11:20 AM

10/14/10

Alliance of Rouge Communities
A/R Aging Summary
As of October 14, 2010

| | <u>Current</u> | <u>1 - 30</u> | <u>31 - 60</u> | <u>61 - 90</u> | <u>> 90</u> | <u>TOTAL</u> |
|--|----------------|---------------|------------------|-----------------|------------------|------------------|
| Commerce Township | 0.00 | 0.00 | 0.00 | 0.00 | 522.00 | 522.00 |
| ⁴ Dearborn Heights | 0.00 | 0.00 | 0.00 | 0.00 | -30.00 | -30.00 |
| ³ Henry Ford Community College | 0.00 | 0.00 | 187.50 | 0.00 | 0.00 | 187.50 |
| Inkster | 0.00 | 0.00 | 0.00 | 6,468.00 | 0.00 | 6,468.00 |
| Plymouth | 0.00 | 0.00 | 0.00 | 2,210.00 | 0.00 | 2,210.00 |
| Pontiac | 0.00 | 0.00 | 0.00 | 508.00 | 0.00 | 508.00 |
| ¹ Rouge River National Wet Weather Dem. Pro | 0.00 | 0.00 | 31,412.14 | 0.00 | 0.00 | 31,412.14 |
| ² Superior Township | 0.00 | 0.00 | 0.00 | 0.00 | 7,359.00 | 7,359.00 |
| Wayne County Airport Authority | 0.00 | 0.00 | 0.00 | 0.00 | 2,266.00 | 2,266.00 |
| TOTAL | <u>0.00</u> | <u>0.00</u> | <u>31,599.64</u> | <u>9,186.00</u> | <u>10,117.00</u> | <u>50,902.64</u> |

1 Check received on 10/13/10, being deposited.

2 Will be written off by accountant.

3 Henry Ford Community College has been invoiced for 4th quarter membership dues.

4 Dearborn Heights overpaid in 2010 and will receive a refund of \$30.

All others have been sent letters and statements regarding their outstanding member dues from Dan Swallow.

Alliance of Rouge Communities

10/26/2010 10:25 AM

Register: 9998 · ARC Chase Checking

From 01/01/2010 through 10/26/2010

Sorted by: Date, Type, Number/Ref

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Account</u> | <u>Memo</u> | <u>Payment</u> | <u>C</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|-------------------------------|------------------------------|-------------------------|----------------|----------|----------------|----------------|
| 01/07/2010 | | | 12000 · Undeposited Funds | Deposit: grant reimb... | | X | 18,518.27 | 191,816.73 |
| 01/07/2010 | | | -split- | VOID: Deposit recor... | | X | 0.00 | 191,816.73 |
| 01/07/2010 | | | -split- | Deposit: sanborn lan... | | X | 11,070.70 | 202,887.43 |
| 01/21/2010 | | Allen Park | 11000 · Accounts Receivable | VOID: made out wro... | | X | | 202,887.43 |
| 01/21/2010 | 1025 | David Chapman Agency | 20000 · Accounts Payable | ARC insurance | 3,978.00 | X | | 198,909.43 |
| 01/21/2010 | 1026 | Friends of the Rouge | 20000 · Accounts Payable | | 15,732.23 | X | | 183,177.20 |
| 01/21/2010 | 1027 | Honigman Miller Schwartz a... | 20000 · Accounts Payable | ARC foundation | 71.00 | X | | 183,106.20 |
| 01/21/2010 | 1028 | Wayne County - DOE | 20000 · Accounts Payable | grow zone signs | 630.00 | X | | 182,476.20 |
| 01/21/2010 | 1029 | Allen Park | 11000 · Accounts Receivable | VOID: check made o... | | X | | 182,476.20 |
| 01/21/2010 | 1030 | Oak Park | 11000 · Accounts Receivable | VOID:check made o... | | X | | 182,476.20 |
| 01/21/2010 | 1031 | Romulus | 11000 · Accounts Receivable | VOID: check made o... | | X | | 182,476.20 |
| 01/21/2010 | 1032 | Novi | 11000 · Accounts Receivable | VOID:check made o... | | X | | 182,476.20 |
| 01/21/2010 | 1033 | Allen Park | 11000 · Accounts Receivable | Refund of ARC Land... | 100.00 | X | | 182,376.20 |
| 01/21/2010 | 1034 | Oak Park | 11000 · Accounts Receivable | Refund of ARC Land... | 100.00 | X | | 182,276.20 |
| 01/21/2010 | 1035 | Romulus | 11000 · Accounts Receivable | Refund of ARC Land... | 483.00 | X | | 181,793.20 |
| 01/21/2010 | 1036 | Novi | 11000 · Accounts Receivable | Refund of overpaym... | 103.95 | X | | 181,689.25 |
| 01/26/2010 | 1037 | Environmental Consulting &... | 20000 · Accounts Payable | | 67,514.98 | X | | 114,174.27 |
| 02/19/2010 | | | 12000 · Undeposited Funds | VOID: Deposit enter... | | X | 0.00 | 114,174.27 |
| 02/19/2010 | | Birmingham | 47240 · Program Service Fees | landcover inventory ... | | X | 146.99 | 114,321.26 |
| 03/04/2010 | 1038 | Environmental Consulting &... | 20000 · Accounts Payable | | 20,530.62 | X | | 93,790.64 |
| 03/04/2010 | 1039 | Friends of the Rouge | 20000 · Accounts Payable | | 7,213.25 | X | | 86,577.39 |
| 03/04/2010 | 1040 | Honigman Miller Schwartz a... | 20000 · Accounts Payable | | 842.00 | X | | 85,735.39 |
| 03/04/2010 | 1041 | Sanborn | 20000 · Accounts Payable | | 12,000.00 | X | | 73,735.39 |
| 03/12/2010 | | | -split- | Deposit | | X | 76,892.23 | 150,627.62 |
| 03/15/2010 | 1043 | Environmental Consulting &... | 20000 · Accounts Payable | ECT project 09-0008 | 3,097.89 | X | | 147,529.73 |
| 03/15/2010 | 1044 | Sanborn | 20000 · Accounts Payable | | 45,700.00 | X | | 101,829.73 |
| 03/15/2010 | 1045 | Wayne County - DOE | -split- | wayne county services | 11,152.29 | X | | 90,677.44 |
| 03/17/2010 | | Rochester Hills | 11000 · Accounts Receivable | 2010 Membership D... | | X | 1,875.00 | 92,552.44 |

Alliance of Rouge Communities

10/26/2010 10:25 AM

Register: 9998 · ARC Chase Checking

From 01/01/2010 through 10/26/2010

Sorted by: Date, Type, Number/Ref

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Account</u> | <u>Memo</u> | <u>Payment</u> | <u>C</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|-------------------------------|------------------------------------|---------------------------|----------------|----------|----------------|----------------|
| 03/20/2010 | 1046 | Environmental Consulting &... | 20000 · Accounts Payable | VOID: paid invoice i... | | X | | 92,552.44 |
| 04/09/2010 | 1047 | Environmental Consulting &... | 20000 · Accounts Payable | paid last of 2009 inv... | 8,896.23 | X | | 83,656.21 |
| 04/13/2010 | | | -split- | VOID: Deposit typo ... | | X | 0.00 | 83,656.21 |
| 04/13/2010 | | | 12000 · Undeposited Funds | Deposit: 2010 memb... | | X | 2,635.00 | 86,291.21 |
| 04/13/2010 | | | -split- | Deposit: \$1453 from ... | | X | 21,346.00 | 107,637.21 |
| 04/27/2010 | | | 12000 · Undeposited Funds | Deposit | | X | 25,432.00 | 133,069.21 |
| 05/25/2010 | | | -split- | Deposit | | X | 71,115.28 | 204,184.49 |
| 05/25/2010 | 1049 | Environmental Consulting &... | 20000 · Accounts Payable | | 65,466.30 | X | | 138,718.19 |
| 05/25/2010 | 1050 | Friends of the Rouge | 20000 · Accounts Payable | | 11,765.82 | X | | 126,952.37 |
| 05/25/2010 | 1051 | Honigman Miller Schwartz a... | 20000 · Accounts Payable | 501c3 mailing | 45.84 | X | | 126,906.53 |
| 06/22/2010 | | | -split- | Deposit: 2010 dues | | X | 9,073.00 | 135,979.53 |
| 06/23/2010 | | | -split- | Deposit: 2010 dues | | X | 47,621.00 | 183,600.53 |
| 07/02/2010 | | | -split- | Deposit: 2010 dues a... | | | 49,264.11 | 232,864.64 |
| 07/06/2010 | | | -split- | Deposit | | | 31,972.00 | 264,836.64 |
| 07/14/2010 | | Great Lakes Commission | 48600 · GLC PAC Support Grant | grant reimbursement | | | 5,805.30 | 270,641.94 |
| 07/26/2010 | 1048 | Environmental Consulting &... | 20000 · Accounts Payable | | 58,947.80 | | | 211,694.14 |
| 07/26/2010 | 1052 | Friends of the Rouge | 20000 · Accounts Payable | | 7,457.85 | | | 204,236.29 |
| 07/26/2010 | 1053 | Honigman Miller Schwartz a... | 20000 · Accounts Payable | | 201.25 | | | 204,035.04 |
| 07/26/2010 | 1054 | Sanborn | 20000 · Accounts Payable | land cover | 12,000.00 | | | 192,035.04 |
| 07/26/2010 | 1055 | Tina L. Cusac, CPA | 20000 · Accounts Payable | | 902.50 | | | 191,132.54 |
| 07/27/2010 | | | 12000 · Undeposited Funds | Deposit 2010 dues | | | 1,220.00 | 192,352.54 |
| 07/29/2010 | | | -split- | 2010 ARC Dues Dep... | | | 23,188.00 | 215,540.54 |
| 08/04/2010 | 1056 | United States Treasury | 60920 · Business Registration F... | 501c4 application fili... | 850.00 | | | 214,690.54 |
| 08/04/2010 | 1057 | Plymouth Township | 11000 · Accounts Receivable | Refund of 2009 and ... | 20.00 | | | 214,670.54 |
| 08/05/2010 | | | 12000 · Undeposited Funds | Deposit: Rouge Gran... | | | 34,746.68 | 249,417.22 |
| 08/19/2010 | | | 12000 · Undeposited Funds | Deposit 2010 dues | | | 20,255.00 | 269,672.22 |
| 09/08/2010 | 1058 | Environmental Consulting &... | 20000 · Accounts Payable | | 16,778.93 | | | 252,893.29 |
| 09/08/2010 | 1059 | Friends of the Rouge | 20000 · Accounts Payable | | 9,285.38 | | | 243,607.91 |

Alliance of Rouge Communities

10/26/2010 10:25 AM

Register: 9998 - ARC Chase Checking

From 01/01/2010 through 10/26/2010

Sorted by: Date, Type, Number/Ref

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Account</u> | <u>Memo</u> | <u>Payment</u> | <u>C</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|-------------------------------|---------------------------|------------------------|----------------|----------|----------------|----------------|
| 09/08/2010 | 1060 | Sanborn | 20000 - Accounts Payable | | 5,216.50 | | | 238,391.41 |
| 09/08/2010 | 1061 | Wayne County - DOE | -split- | 50% funded through ... | 32,687.44 | | | 205,703.97 |
| 10/14/2010 | | | 12000 - Undeposited Funds | Deposit | | | 31,412.14 | 237,116.11 |
| 10/26/2010 | 1062 | Environmental Consulting &... | 20000 - Accounts Payable | | 68,216.24 | | | 168,899.87 |
| 10/26/2010 | 1063 | Friends of the Rouge | 20000 - Accounts Payable | | 1,736.44 | | | 167,163.43 |
| 10/26/2010 | 1064 | Tina L. Cusac, CPA | 20000 - Accounts Payable | | 4,605.00 | | | 162,558.43 |

Alliance of Rouge Communities
Expenses by Vendor Detail
January 1 through October 26, 2010

| Type | Date | Num | Account | Amount | Balance |
|--|-----------|--------|---|----------|------------|
| Environmental Consulting & Technology, In | | | | | |
| Bill | 5/19/2010 | 101828 | 60000 · GLC PAC Support Grant | 5,805.30 | 5,805.30 |
| Bill | 3/17/2010 | 101108 | 60406 · OC1-Annual Report | 1,700.38 | 7,505.68 |
| Bill | 4/14/2010 | 101494 | 60406 · OC1-Annual Report | 418.30 | 7,923.98 |
| Bill | 3/12/2010 | 100726 | 60407 · OC1- Marketing & Comm. Strategy | 743.64 | 8,667.62 |
| Bill | 3/17/2010 | 101108 | 60407 · OC1- Marketing & Comm. Strategy | 229.31 | 8,896.93 |
| Bill | 8/10/2010 | 102720 | 60407 · OC1- Marketing & Comm. Strategy | 2,595.07 | 11,492.00 |
| Bill | 9/28/2010 | 103497 | 60407 · OC1- Marketing & Comm. Strategy | 659.24 | 12,151.24 |
| Bill | 8/25/2010 | 103107 | 60407 · OC1- Marketing & Comm. Strategy | 458.60 | 12,609.84 |
| Bill | 6/28/2010 | 102288 | 60408 · OC1-Contractor Management | 1,318.48 | 13,928.32 |
| Bill | 3/12/2010 | 100726 | 60409 · OC1-Finance Committee | 334.64 | 14,262.96 |
| Bill | 3/17/2010 | 101108 | 60409 · OC1-Finance Committee | 1,158.33 | 15,421.29 |
| Bill | 4/14/2010 | 101494 | 60409 · OC1-Finance Committee | 761.42 | 16,182.71 |
| Bill | 6/28/2010 | 102288 | 60409 · OC1-Finance Committee | 110.99 | 16,293.70 |
| Bill | 8/10/2010 | 102720 | 60409 · OC1-Finance Committee | 1,423.83 | 17,717.53 |
| Bill | 9/28/2010 | 103497 | 60409 · OC1-Finance Committee | 1,240.21 | 18,957.74 |
| Bill | 3/12/2010 | 100724 | 60413 · OC1-Executive Committee | 752.94 | 19,710.68 |
| Bill | 3/17/2010 | 101106 | 60413 · OC1-Executive Committee | 1,808.61 | 21,519.29 |
| Bill | 4/14/2010 | 101493 | 60413 · OC1-Executive Committee | 1,552.39 | 23,071.68 |
| Bill | 5/19/2010 | 101815 | 60413 · OC1-Executive Committee | 449.28 | 23,520.96 |
| Bill | 6/28/2010 | 102286 | 60413 · OC1-Executive Committee | 57.33 | 23,578.29 |
| Bill | 7/30/2010 | 102718 | 60413 · OC1-Executive Committee | 1,927.31 | 25,505.60 |
| Bill | 9/28/2010 | 103495 | 60413 · OC1-Executive Committee | 2,330.17 | 27,835.77 |
| Bill | 8/25/2010 | 103106 | 60413 · OC1-Executive Committee | 206.07 | 28,041.84 |
| Bill | 4/14/2010 | 101493 | 60414 · OC1-Organizational Committee | 958.81 | 29,000.65 |
| Bill | 5/19/2010 | 101815 | 60414 · OC1-Organizational Committee | 304.97 | 29,305.62 |
| Bill | 6/28/2010 | 102286 | 60414 · OC1-Organizational Committee | 2,476.62 | 31,782.24 |
| Bill | 7/30/2010 | 102718 | 60414 · OC1-Organizational Committee | 917.21 | 32,699.45 |
| Bill | 9/28/2010 | 103495 | 60414 · OC1-Organizational Committee | 427.61 | 33,127.06 |
| Bill | 8/25/2010 | 103106 | 60414 · OC1-Organizational Committee | 1,420.47 | 34,547.53 |
| Bill | 4/14/2010 | 101493 | 60415 · OC1-Full Alliance Meetings | 1,716.87 | 36,264.40 |
| Bill | 4/14/2010 | 101493 | 60416 · OC1-SWAGs | 3,255.70 | 39,520.10 |
| Bill | 5/19/2010 | 101815 | 60416 · OC1-SWAGs | 5,778.17 | 45,298.27 |
| Bill | 6/28/2010 | 102286 | 60416 · OC1-SWAGs | 1,579.80 | 46,878.07 |
| Bill | 8/25/2010 | 103106 | 60416 · OC1-SWAGs | 1,239.36 | 48,117.43 |
| Bill | 3/12/2010 | 100726 | 60417 · OC1-Materials Dist. & FOIA OMA | 418.30 | 48,535.73 |
| Bill | 4/14/2010 | 101494 | 60417 · OC1-Materials Dist. & FOIA OMA | 1,924.18 | 50,459.91 |
| Bill | 5/19/2010 | 101830 | 60417 · OC1-Materials Dist. & FOIA OMA | 585.62 | 51,045.53 |
| Bill | 6/28/2010 | 102288 | 60417 · OC1-Materials Dist. & FOIA OMA | 669.28 | 51,714.81 |
| Bill | 8/10/2010 | 102720 | 60417 · OC1-Materials Dist. & FOIA OMA | 752.94 | 52,467.75 |
| Bill | 9/28/2010 | 103497 | 60417 · OC1-Materials Dist. & FOIA OMA | 920.26 | 53,388.01 |
| Bill | 8/25/2010 | 103107 | 60417 · OC1-Materials Dist. & FOIA OMA | 1,171.24 | 54,559.25 |
| Bill | 3/12/2010 | 100726 | 60418 · OC1-Advocacy & Liaison | 1,115.46 | 55,674.71 |
| Bill | 3/17/2010 | 101108 | 60418 · OC1-Advocacy & Liaison | 2,282.05 | 57,956.76 |
| Bill | 4/14/2010 | 101494 | 60418 · OC1-Advocacy & Liaison | 2,265.01 | 60,221.77 |
| Bill | 5/19/2010 | 101830 | 60418 · OC1-Advocacy & Liaison | 4,399.39 | 64,621.16 |
| Bill | 6/28/2010 | 102288 | 60418 · OC1-Advocacy & Liaison | 3,346.38 | 67,967.54 |
| Bill | 8/10/2010 | 102720 | 60418 · OC1-Advocacy & Liaison | 2,123.61 | 70,091.15 |
| Bill | 9/28/2010 | 103497 | 60418 · OC1-Advocacy & Liaison | 3,725.23 | 73,816.38 |
| Bill | 8/25/2010 | 103107 | 60418 · OC1-Advocacy & Liaison | 4,444.58 | 78,260.96 |
| Bill | 3/12/2010 | 100726 | 60419 · OC1-Quick Books & Finance | 1,338.56 | 79,599.52 |
| Bill | 3/17/2010 | 101108 | 60419 · OC1-Quick Books & Finance | 250.98 | 79,850.50 |
| Bill | 4/14/2010 | 101494 | 60419 · OC1-Quick Books & Finance | 501.96 | 80,352.46 |
| Bill | 5/19/2010 | 101830 | 60419 · OC1-Quick Books & Finance | 669.28 | 81,021.74 |
| Bill | 6/28/2010 | 102288 | 60419 · OC1-Quick Books & Finance | 752.94 | 81,774.68 |
| Bill | 8/10/2010 | 102720 | 60419 · OC1-Quick Books & Finance | 1,422.22 | 83,196.90 |
| Bill | 9/28/2010 | 103497 | 60419 · OC1-Quick Books & Finance | 2,342.48 | 85,539.38 |
| Bill | 8/25/2010 | 103107 | 60419 · OC1-Quick Books & Finance | 1,756.86 | 87,296.24 |
| Bill | 3/12/2010 | 100723 | 60421 · PIE1-Green Infrast. Campaign | 1,678.68 | 88,974.92 |
| Bill | 3/17/2010 | 101105 | 60421 · PIE1-Green Infrast. Campaign | 3,599.21 | 92,574.13 |
| Bill | 4/14/2010 | 101492 | 60421 · PIE1-Green Infrast. Campaign | 9,410.16 | 101,984.29 |
| Bill | 5/19/2010 | 101829 | 60421 · PIE1-Green Infrast. Campaign | 9,419.18 | 111,403.47 |
| Bill | 6/28/2010 | 102285 | 60421 · PIE1-Green Infrast. Campaign | 2,806.31 | 114,209.78 |
| Bill | 7/30/2010 | 102717 | 60421 · PIE1-Green Infrast. Campaign | 9,662.56 | 123,872.34 |
| Bill | 9/28/2010 | 103494 | 60421 · PIE1-Green Infrast. Campaign | 1,938.38 | 125,810.72 |
| Bill | 8/25/2010 | 103105 | 60421 · PIE1-Green Infrast. Campaign | 7,884.92 | 133,695.64 |
| Bill | 4/14/2010 | 101492 | 60423 · PIE3-Pub. Ed. Materials | 257.97 | 133,953.61 |
| Bill | 5/19/2010 | 101829 | 60423 · PIE3-Pub. Ed. Materials | 85.99 | 134,039.60 |
| Bill | 6/28/2010 | 102285 | 60423 · PIE3-Pub. Ed. Materials | 143.32 | 134,182.92 |

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10/26/10

Accrual Basis

**Alliance of Rouge Communities
Expenses by Vendor Detail
January 1 through October 26, 2010**

| Type | Date | Num | Account | Amount | Balance |
|---|-----------|--------|--|------------|------------|
| Bill | 9/28/2010 | 103494 | 60423 · PIE3-Pub. Ed. Materials | 3,098.58 | 137,281.50 |
| Bill | 8/25/2010 | 103105 | 60423 · PIE3-Pub. Ed. Materials | 458.61 | 137,740.11 |
| Bill | 3/12/2010 | 100723 | 60425 · PIE5-Website Maintenance | 334.64 | 138,074.75 |
| Bill | 3/17/2010 | 101105 | 60425 · PIE5-Website Maintenance | 93.28 | 138,168.03 |
| Bill | 4/14/2010 | 101492 | 60425 · PIE5-Website Maintenance | 1,432.94 | 139,600.97 |
| Bill | 5/19/2010 | 101829 | 60425 · PIE5-Website Maintenance | 888.89 | 140,489.86 |
| Bill | 6/28/2010 | 102285 | 60425 · PIE5-Website Maintenance | 286.93 | 140,776.79 |
| Bill | 7/30/2010 | 102717 | 60425 · PIE5-Website Maintenance | 581.62 | 141,358.41 |
| Bill | 9/28/2010 | 103494 | 60425 · PIE5-Website Maintenance | 67.98 | 141,426.39 |
| Bill | 8/25/2010 | 103105 | 60425 · PIE5-Website Maintenance | 379.59 | 141,805.98 |
| Bill | 3/12/2010 | 100723 | 60429 · OC1-PIE Mtgs and Budget Prep | 171.98 | 141,977.96 |
| Bill | 3/17/2010 | 101105 | 60429 · OC1-PIE Mtgs and Budget Prep | 1,054.33 | 143,032.29 |
| Bill | 4/14/2010 | 101492 | 60429 · OC1-PIE Mtgs and Budget Prep | 1,295.26 | 144,327.55 |
| Bill | 5/19/2010 | 101829 | 60429 · OC1-PIE Mtgs and Budget Prep | 1,089.19 | 145,416.74 |
| Bill | 6/28/2010 | 102285 | 60429 · OC1-PIE Mtgs and Budget Prep | 812.64 | 146,229.38 |
| Bill | 7/30/2010 | 102717 | 60429 · OC1-PIE Mtgs and Budget Prep | 2,063.57 | 148,292.95 |
| Bill | 9/28/2010 | 103494 | 60429 · OC1-PIE Mtgs and Budget Prep | 3,473.60 | 151,766.55 |
| Bill | 8/25/2010 | 103105 | 60429 · OC1-PIE Mtgs and Budget Prep | 2,255.97 | 154,022.52 |
| Bill | 3/17/2010 | 101107 | 60431 · TC1-R. R. Water. Monitor Act. | 123.94 | 154,146.46 |
| Bill | 4/16/2010 | 101517 | 60431 · TC1-R. R. Water. Monitor Act. | 123.94 | 154,270.40 |
| Bill | 6/28/2010 | 102287 | 60431 · TC1-R. R. Water. Monitor Act. | 123.94 | 154,394.34 |
| Bill | 7/30/2010 | 102719 | 60431 · TC1-R. R. Water. Monitor Act. | 123.94 | 154,518.28 |
| Bill | 3/12/2010 | 100725 | 60432 · TC2-ARC Collb. IDEP/TMDL Plan | 991.52 | 155,509.80 |
| Bill | 3/17/2010 | 101107 | 60432 · TC2-ARC Collb. IDEP/TMDL Plan | 619.70 | 156,129.50 |
| Bill | 6/28/2010 | 102287 | 60432 · TC2-ARC Collb. IDEP/TMDL Plan | 1,052.46 | 157,181.96 |
| Bill | 7/30/2010 | 102719 | 60432 · TC2-ARC Collb. IDEP/TMDL Plan | 371.82 | 157,553.78 |
| Bill | 8/25/2010 | 103108 | 60432 · TC2-ARC Collb. IDEP/TMDL Plan | 247.88 | 157,801.66 |
| Bill | 3/12/2010 | 100725 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 412.25 | 158,213.91 |
| Bill | 3/17/2010 | 101107 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 247.88 | 158,461.79 |
| Bill | 5/24/2010 | 101881 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 38.73 | 158,500.52 |
| Bill | 4/16/2010 | 101517 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 123.94 | 158,624.46 |
| Bill | 6/28/2010 | 102287 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 557.70 | 159,182.16 |
| Bill | 7/30/2010 | 102719 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 619.68 | 159,801.84 |
| Bill | 3/12/2010 | 100725 | 60434 · TC4-Pursuing Grant Oppor. | 5,984.65 | 165,786.49 |
| Bill | 3/17/2010 | 101107 | 60434 · TC4-Pursuing Grant Oppor. | 1,754.12 | 167,540.61 |
| Bill | 5/24/2010 | 101881 | 60434 · TC4-Pursuing Grant Oppor. | 1,109.33 | 168,649.94 |
| Bill | 4/16/2010 | 101517 | 60434 · TC4-Pursuing Grant Oppor. | 1,090.75 | 169,740.69 |
| Bill | 3/12/2010 | 100725 | 60438 · OC1-Tech. Mtgs. & Budget Prep. | 759.13 | 170,499.82 |
| Bill | 3/17/2010 | 101107 | 60438 · OC1-Tech. Mtgs. & Budget Prep. | 1,452.31 | 171,952.13 |
| Bill | 5/24/2010 | 101881 | 60438 · OC1-Tech. Mtgs. & Budget Prep. | 661.56 | 172,613.69 |
| Bill | 4/16/2010 | 101517 | 60438 · OC1-Tech. Mtgs. & Budget Prep. | 1,318.98 | 173,932.67 |
| Bill | 6/28/2010 | 102287 | 60438 · OC1-Tech. Mtgs. & Budget Prep. | 371.82 | 174,304.49 |
| Bill | 7/30/2010 | 102719 | 60438 · OC1-Tech. Mtgs. & Budget Prep. | 3,803.38 | 178,107.87 |
| Bill | 9/28/2010 | 103496 | 60438 · OC1-Tech. Mtgs. & Budget Prep. | 4,790.46 | 182,898.33 |
| Bill | 8/25/2010 | 103108 | 60438 · OC1-Tech. Mtgs. & Budget Prep. | 1,448.80 | 184,347.13 |
| Bill | 3/12/2010 | 100726 | 60440 · Adm. Oversight/Support | 1,358.77 | 185,705.90 |
| Bill | 3/17/2010 | 101108 | 60440 · Adm. Oversight/Support | 1,404.47 | 187,110.37 |
| Bill | 4/14/2010 | 101494 | 60440 · Adm. Oversight/Support | 2,639.17 | 189,749.54 |
| Bill | 5/19/2010 | 101830 | 60440 · Adm. Oversight/Support | 1,369.18 | 191,118.72 |
| Bill | 8/10/2010 | 102720 | 60440 · Adm. Oversight/Support | 2,407.68 | 193,526.40 |
| Bill | 8/25/2010 | 103107 | 60440 · Adm. Oversight/Support | 711.91 | 194,238.31 |
| Bill | 4/14/2010 | 101492 | 61428 · WMP Revisions | 1,461.79 | 195,700.10 |
| Bill | 5/19/2010 | 101829 | 61428 · WMP Revisions | 1,756.13 | 197,456.23 |
| Bill | 6/28/2010 | 102285 | 61428 · WMP Revisions | 2,248.51 | 199,704.74 |
| Bill | 7/30/2010 | 102717 | 61428 · WMP Revisions | 1,626.66 | 201,331.40 |
| Bill | 8/25/2010 | 103105 | 61428 · WMP Revisions | 1,006.98 | 202,338.38 |
| Bill | 3/12/2010 | 100725 | 6449 · Stormwater Reporting System | 1,084.45 | 203,422.83 |
| Bill | 3/17/2010 | 101107 | 6449 · Stormwater Reporting System | 355.86 | 203,778.69 |
| Bill | 5/24/2010 | 101881 | 6449 · Stormwater Reporting System | 154.92 | 203,933.61 |
| Bill | 4/16/2010 | 101517 | 6449 · Stormwater Reporting System | 123.94 | 204,057.55 |
| Bill | 6/28/2010 | 102287 | 6449 · Stormwater Reporting System | 2,885.69 | 206,943.24 |
| Bill | 7/30/2010 | 102719 | 6449 · Stormwater Reporting System | 1,177.40 | 208,120.64 |
| Bill | 9/28/2010 | 103496 | 6449 · Stormwater Reporting System | 1,056.25 | 209,176.89 |
| Bill | 8/25/2010 | 103108 | 6449 · Stormwater Reporting System | 232.38 | 209,409.27 |
| Total Environmental Consulting & Technology, In | | | | 209,409.27 | 209,409.27 |

**Alliance of Rouge Communities
 Expenses by Vendor Detail
 January 1 through October 26, 2010**

| Type | Date | Num | Account | Amount | Balance |
|--|------------|-----------|--|-------------------|-------------------|
| Friends of the Rouge | | | | | |
| Bill | 3/11/2010 | S2 | 60412 · PIE8-FOTR Support | 1,892.00 | 1,892.00 |
| Bill | 3/11/2010 | S1 | 60412 · PIE8-FOTR Support | 2,024.90 | 3,916.90 |
| Bill | 4/9/2010 | S3 | 60412 · PIE8-FOTR Support | 1,466.47 | 5,383.37 |
| Bill | 6/9/2010 | S5 | 60412 · PIE8-FOTR Support | 1,268.08 | 6,651.45 |
| Bill | 7/23/2010 | s6 | 60412 · PIE8-FOTR Support | 1,501.66 | 8,153.11 |
| Bill | 8/11/2010 | S7 | 60412 · PIE8-FOTR Support | 1,832.70 | 9,985.81 |
| Bill | 9/23/2010 | 8 | 60412 · PIE8-FOTR Support | 528.66 | 10,514.47 |
| Bill | 3/12/2010 | 2 | 60431 · TC1-R. R. Water. Monitor Act. | 1,138.60 | 11,653.07 |
| Bill | 3/12/2010 | 1 | 60431 · TC1-R. R. Water. Monitor Act. | 3,484.77 | 15,137.84 |
| Bill | 4/9/2010 | 3 | 60431 · TC1-R. R. Water. Monitor Act. | 1,759.08 | 16,896.92 |
| Bill | 6/9/2010 | 5 | 60431 · TC1-R. R. Water. Monitor Act. | 2,866.46 | 19,763.38 |
| Bill | 5/12/2010 | 4 | 60431 · TC1-R. R. Water. Monitor Act. | 3,323.31 | 23,086.69 |
| Bill | 7/23/2010 | 6 | 60431 · TC1-R. R. Water. Monitor Act. | 3,359.43 | 26,446.12 |
| Bill | 8/11/2010 | 7 | 60431 · TC1-R. R. Water. Monitor Act. | 2,591.59 | 29,037.71 |
| Bill | 9/13/2010 | 8s | 60431 · TC1-R. R. Water. Monitor Act. | 1,207.78 | 30,245.49 |
| Total Friends of the Rouge | | | | 30,245.49 | 30,245.49 |
| Honigman Miller Schwartz and Cohn LLP | | | | | |
| Bill | 5/14/2010 | 881548 | 62140 · Legal Fees | 101.25 | 101.25 |
| Bill | 4/12/2010 | 876506 | 62140 · Legal Fees | 100.00 | 201.25 |
| Total Honigman Miller Schwartz and Cohn LLP | | | | 201.25 | 201.25 |
| Sanborn | | | | | |
| Bill | 5/7/2010 | ann000244 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 12,000.00 | 12,000.00 |
| Bill | 6/17/2010 | ann000253 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 5,216.50 | 17,216.50 |
| Total Sanborn | | | | 17,216.50 | 17,216.50 |
| Tina L. Cusac, CPA | | | | | |
| Bill | 6/30/2010 | 1218 | 62110 · Accounting Fees | 902.50 | 902.50 |
| Bill | 10/13/2010 | 1244 | 62110 · Accounting Fees | 477.50 | 1,380.00 |
| Bill | 7/31/2010 | 1230 | 62110 · Accounting Fees | 4,127.50 | 5,507.50 |
| Total Tina L. Cusac, CPA | | | | 5,507.50 | 5,507.50 |
| Wayne County - DOE | | | | | |
| Bill | 8/16/2010 | 257068 | 60421 · PIE1-Green Infrast. Campaign | 12,500.04 | 12,500.04 |
| Bill | 8/16/2010 | 257068 | 60423 · PIE3-Pub. Ed. Materials | 302.51 | 12,802.55 |
| Bill | 8/16/2010 | 257068 | 60431 · TC1-R. R. Water. Monitor Act. | 38,170.45 | 50,973.00 |
| Bill | 8/16/2010 | 257068 | 60432 · TC2-ARC Collb. IDEP/TMDL Plan | 10,391.31 | 61,364.31 |
| Bill | 8/16/2010 | 257068 | 60433 · TC3-Green Inf. & Imp. Cvr. Map | 4,010.57 | 65,374.88 |
| Total Wayne County - DOE | | | | 65,374.88 | 65,374.88 |
| TOTAL | | | | 327,954.89 | 327,954.89 |



DEVELOPING A STRATEGY TO DELIST BUIs IN THE ROUGE RIVER AOC

| | | |
|----------------------------|--------------------|-------------------------------------|
| SPAC Grant: | \$22,205.43 | Start Date: October, 2010 |
| Required Match: | \$0 | Completion Date: March, 2011 |
| Total Project Cost: | \$22,205.43 | |

The proposed project will 1) refine and prioritize the list of activities recommended in 2008 to remove the loss of fish and wildlife habitat Beneficial Use Impairment (BU I) in the Rouge AOC, 2) use the Rouge River Watershed Management Plan and other sources to categorize projects that should be in the Rouge AOC delisting strategy, and 3) inform and educate the public on restoration criteria and AOC delisting goals. This funding request will allow the ARC, Friends of the Rouge and Wayne County to assist the Rouge RAP Advisory Council in identifying projects to address the Rouge BUIs leading to the delisting of the Rouge AOC.

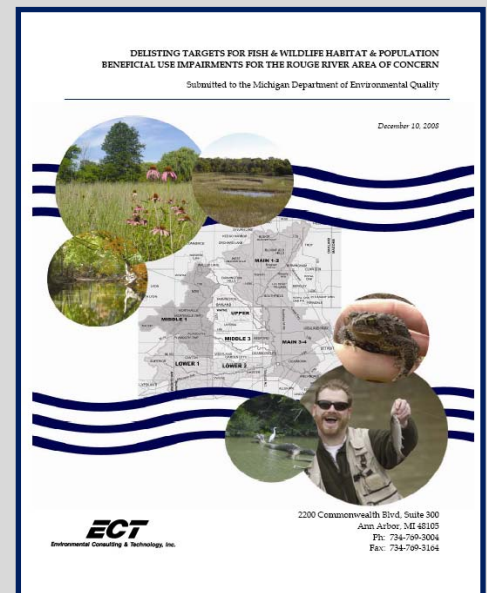
The projects listed in this delisting strategy will be eligible for federal grant funding through the GLRI and other federal initiatives in the coming years. The grant contains the following general elements:

Determine Activities Required to Delist BUIs - Project partners will review required BUI restoration criteria outlined in the *Guidance for Delisting Michigan's Great Lakes Areas of Concern* and the *2004 Rouge River RAP* to develop a delisting strategy and projected delisting schedule specific to each BUI in the Rouge AOC. Additionally, project partners will refine and prioritize the Sites for Habitat and Population BUI Delisting contained in the *Delisting Targets for Fish & Wildlife Habitat & Population Beneficial Use Impairments for the Rouge River Area of Concern*.

Review and Categorize Projects in the Rouge River Watershed Management Plan Update: - Project partners will review the action plan including the project concepts developed by Rouge River Watershed communities in the Rouge River WMP Update and identify the BUI(s) each activity/project addresses leading to the delisting of Rouge AOC. It is anticipated that this effort will also help RRAC, ARC and MDNRE strategically prioritize and coordinate projects for possible grant funding opportunities in 2011 and beyond.

Technical Review Committee: - The project partners will enlist the ARC Technical Committee to review products from Task 1 and Task 2 and to provide oversight on the project final report. Project partners will develop a draft document outlining the criteria to delist each BUI and the restoration activities being proposed by the Rouge AOC communities that will contribute to delisting each BUI.

The deliverable for this project will be a final report that includes all documentation and recommendations from Tasks 1-3. This report will serve as the foundation for a Stage II RAP for the Rouge AOC. It is anticipated that this final report will also be submitted to the Great Lakes National Program Office.





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ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2010 BUDGET AMENDMENT: SPAC 1

REQUEST DATE: October 6, 2010

LINE ITEM: SPAC 1 Strategy to Delist BUIs in the Rouge River AOC

COMMITTEE MAKING REQUEST: Finance Committee

BACKGROUND: The Great Lakes Commission through the Statewide Public Advisory Committee put out a RFP asking for projects to support Remedial Action Plans. The ARC, MDNRE, Wayne County, RRAC and Friends of the Rouge submitted a grant application on September 1, 2010 that would allow the ARC and the Rouge River AOC to work with the state Rouge RAP coordinator to develop a delisting strategy for the Rouge River AOC. Additionally, the grant project will allow the ARC to incorporate community projects in the draft Watershed Management Plan update into the strategy to delist Beneficial Use Impairments in the Rouge River. This strategy will make the community projects eligible for future funding through federal grant programs.

The ARC application was approved on October 1, 2010. The total grant amount is \$22,205.43. No match is required. Forty percent of the grant (\$8,882) will be sent to the ARC in October, 2010. The remaining grant funds will be sent in 2011. This amendment provides for the 2010 grant payment and represents an increase to the overall ARC budget of \$8,882. The total grant budget is as follows:

| | |
|---------------------|--------------------|
| ARC staff: | \$16,976.43 |
| Wayne County staff: | \$ 2,700.00 |
| FOTR staff: | <u>\$ 2,529.00</u> |
| Total: | \$22,205.43 |

DESCRIPTION OF ANTICIPATED ACTIVITIES: This project will 1) refine and prioritize the list of activities recommended in 2008 to remove the loss of fish and wildlife habitat BUI in the Rouge AOC, 2) use the Rouge River Watershed Management Plan and other sources to categorize projects that should be in the Rouge AOC delisting strategy, and 3) inform and educate the public on restoration criteria and AOC delisting goals. This funding request will enable the Alliance of Rouge Communities (ARC) Executive Director Services contractor (Environmental Consulting & Technology, Inc.), Friends of the Rouge and Wayne County to assist the Rouge RAP Advisory Council and the ARC in identifying projects to address the Rouge BUIs leading to the delisting of the Rouge AOC. Ultimately this project will provide MDNRE with the basis for a Stage II Remedial Action Plan for the Rouge AOC.

RATIONALE: This project will better align the ARC to successfully apply for federal grant funding for projects in 2011 and beyond.

BUDGET: This budget amendment covers the increase in ARC budget. It requires no match.

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The ARC Executive Director Staff, in partnership with Wayne County and Friends of the Rouge will be responsible for the work.



**ALLIANCE OF ROUGE COMMUNITIES
FINANCE COMMITTEE**

**REQUEST FOR AMENDMENT
Year 2010 BUDGET**

REQUEST DATE: October 5, 2010

LINE ITEM: OC3 – Accounting and Legal Services

COMMITTEE MAKING REQUEST: Finance Committee

BACKGROUND: The Alliance of Rouge Communities voted in September 2008 to budget for lawyer and accountant fees starting in 2010. The ARC will be required to provide an audit as part of future grant requests. This line item is also budgeting for any potential lawyer services that the ARC may require.

DESCRIPTION OF ANTICIPATED ACTIVITIES: This amendment will cover unanticipated accounting services that were not budgeted for in 2010. These include assistance from the accountant in preparing the required policies, procedures, accounting manual and the Office of Management and Budget questionnaire as requirements of the EPA GLRI grant. The accountant also met with the Executive Committee and ARC staff on the GLRI requirements. This amendment also covers the additional research and time spent on the ARCs initial audit for fiscal year 2009. Finally, this amendment covers additional research and communications with Wayne County in preparation of Form 990 for the ARC taxes.

RATIONALE (including why needed): The budget amendment would cover the additional costs incurred by the accounting firm.

BUDGET (including how the requested amount was established): Increase budget from \$5,000 to \$10,100. This budget item will be paid with 100% ARC dues.

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The Chair of the Finance Committee (Mr. Dan Swallow) will oversee this task on behalf of the Finance Committee. The ARC Executive Director staff will work with the law firm and accounting firm.

Alliance of Rouge Communities
DRAFT 2011 Budget - 9/28/10

Expected Revenues Available for 2011

| | |
|--|--------------|
| 2011 Dues from Communities* | \$ 275,431 |
| 2011 Rouge Project Grant (estimated) | \$ 252,356 |
| GLRI Grants | \$ 1,148,005 |
| GLRI Match | \$ 166,250 |
| RPO Round X Grant | \$ 64,899 |
| RPO Round X Match | \$ 17,552 |
| SPAC Grant | \$ 13,323 |
| Rollover Dues from 2010 Budget (estimated) | \$ 129,800 |
| | \$ 2,067,616 |

| Proposed ARC 2011 Budget Items | Committee Proposal | Funding Source | | | | | | "Provider" Using Budget (3) |
|---|---|-------------------|--------------------|----------------------------|--------------------|-------------------|---------------------------|-----------------------------|
| | | ARC Dues | Rouge Grant | Rouge Round X Grant | GLRI Grant | SPAC Grant | Other Source/Match | |
| Rouge Grant | | | | | | | | |
| Organization Committee | | | | | | | | |
| (1)OC1 Executive Director Services | \$ 159,771 | \$ 79,886 | \$ 79,886 | | | | | EDS |
| Pursuing Grant Opportunities | \$ 10,000 | \$ 10,000 | - | | | | | EDS |
| Organization Committee Total | \$ 169,771 | \$ 89,886 | \$ 79,886 | | | | \$ - | |
| Finance Committee | | | | | | | | |
| (2)FC1 Accounting/Legal Services | \$ 7,500 | \$ 7,500 | \$ - | | | | | outside purchase |
| (2)FC2 ARC Insurance | \$ 4,000 | \$ 4,000 | \$ - | | | | | outside purchase |
| Finance Committee Total | \$ 11,500 | \$ 11,500 | \$ - | | | | | |
| Public Education and Involvement Committee | | | | | | | | |
| PIE1 Green Infrastructure Campaign | \$ 94,000 | \$ 47,000 | \$ 47,000 | | | | | EDS/WC |
| PIE2 Public Ed Materials | \$ 17,500 | \$ 8,750 | \$ 8,750 | | | | | EDS/WC |
| PIE3 Website Maintenance | \$ 7,750 | \$ 3,875 | \$ 3,875 | | | | | EDS/WC |
| PIE4 Watershed Stewardship and Reporting | \$ 18,590 | \$ 9,295 | \$ 9,295 | | | | | FOTR |
| PIE Committee Total | \$ 137,840 | \$ 68,920 | \$ 68,920 | | | | \$ - | |
| Technical Committee | | | | | | | | |
| TC1 Rouge River Watershed Monitoring Activities | \$ 77,100 | \$ 38,550 | \$ 38,550 | | | | | WC/USGS/CDM |
| TC2 Storm Water Reporting | \$ 23,000 | \$ 11,500 | \$ 11,500 | | | | | EDS |
| TC3 IDEP | \$ 85,000 | \$ 42,500 | \$ 42,500 | | | | | EDS/WC/OC |
| TC4 Compliance Initiatives | \$ 22,000 | \$ 11,000 | \$ 11,000 | | | | | EDS/WC |
| Technical Committee Total | \$ 207,100 | \$ 103,550 | \$ 103,550 | | | | \$ - | |
| Total Amount Requested by All Committees | \$ 526,211 | \$ 273,856 | \$ 252,356 | | | | \$ - | |
| | | ARC Dues | Rouge Grant | Rouge Round X Grant | GLRI Grant | SPAC Grant | Other Source/Match | |
| GLRI Grant | | | | | | | | |
| GLRI 1 | Transforming the Rouge AOC from Mowed Down to Grown Up | | | | | | | |
| Task 1 - Grow Zone Design and Construction Oversight | \$270,000 | | | | \$213,750 | | \$56,250 | |
| Task 2 - Construct Grow Zones | \$20,000 | | | | \$20,000 | | | |
| Task 3 - Final design, permitting and construction oversight at Valley Woods Wetland Preserve | \$310,000 | | | | \$280,000 | | \$30,000 | |
| Task 4 - Construct Valley Woods Wetland Preserve Improvements | \$30,000 | | | | \$30,000 | | | |
| Task 5 - Monitoring | \$160,000 | | | | \$80,000 | | \$80,000 | |
| Task 6 - Public Education | \$15,000 | \$15,000 | | | | | | |
| Task 7 - Grant Administration and Reporting | \$25,000 | | | | \$25,000 | | | |
| Sub-total GLRI 1 | \$830,000 | \$15,000 | | | \$648,750 | | \$166,250 | |
| GLRI 2 | Danvers Pond Dam Removal and Stream Restoration | | | | | | | |
| Task 1 - Permit Submittal | \$9,499 | | | | \$9,499 | | | |
| Task 2 - Bidding and Contractor Selection | \$9,558 | | | | \$9,558 | | | |
| Task 3 - Construction | \$404,200 | | | | \$404,200 | | | |
| Task 4 - Construction Oversight | \$59,947 | | | | \$59,947 | | | |
| Task 5 - Grant Administration and Closeout | \$16,051 | | | | \$16,051 | | | |
| Subtotal GLRI 2 | \$499,255 | \$0 | | | \$499,255 | | \$0 | |
| TOTAL GLRI | \$1,329,255 | \$15,000 | | | \$1,148,005 | | \$166,250 | |
| | | ARC Dues | Rouge Grant | Rouge Round X Grant | GLRI Grant | SPAC Grant | Other Source/Match | |
| Rouge Round X | | | | | | | | |
| RPO 1 | RGC Urban Habitat Improvement | | | | | | | |
| Task 1 - Demonstration Riparian Buffer Planning and Installation | \$7,146 | | | \$4,943 | | | \$2,203 | |
| Task 2 - Wetland Conservation and Mitigation Plan | \$2,867 | | | \$30 | | | \$2,837 | |
| Task 3 - Interpretive Signage | \$3,946 | | | \$2,030 | | | \$1,916 | |
| Task 4 - Public Workshop | \$1,910 | | | \$346 | | | \$1,564 | |
| Subtotal RPO 1 | \$15,869 | | | \$7,349 | | | \$8,520 | |
| Task 5 - Grant Management | \$2,339 | | | | | | \$2,339 (4) | |
| RPO 2 | Wayne Road Dam Removal Design | | | | | | | |
| Task 1 - Preliminary Engineering and Field Investigation | \$31,659 | \$17,879 | | \$13,780 | | | | |
| Task 2 - Design and Permitting | \$76,748 | \$32,978 | | \$43,770 | | | | |
| Task 3 - Grant Management | \$6,693 | | | | | | \$6,693 (4) | |
| Subtotal RPO 2 | \$115,100 | \$50,857 | | \$57,550 | | | \$6,693 | |
| TOTAL RPO ROUND X | \$133,308 | \$50,857 | | \$64,899 | | | \$17,552 | |
| | | ARC Dues | Rouge Grant | Rouge Round X Grant | GLRI Grant | SPAC Grant | Other Source/Match | |
| SPAC | | | | | | | | |
| (5)SPAC Strategy to Delist BUIs in the Rouge River AOC | \$13,323 | | | | | \$13,323 | | |
| TOTAL SPAC | \$13,323 | \$0 | | | | \$13,323 | | |
| Total Match requirements from ARC dues | | \$65,857 | | | | | | |
| Available Unallocated ARC Budget | \$65,519 | \$65,519 | | | | | | |

Notes

- (1) Includes fiduciary services, advocacy and administration
(2) Not a Rouge grant eligible item; funded 100% from ARC dues
(3) EDS - Executive Director Services, WC - Wayne County, OC - Oakland County Officers and committee members provide assistance to implement most of the ARC tasks. Cost for this assistance is not included in ARC budget.
(4) The Organization Committee asked that the EDS 2011 budget of \$168,803 be reduced to it's 2010 level of \$159,771 with no change to the hours proposed in the 2011 budget. The overage of \$9,032 in 2011 will be used as match for the Round X Grants.
* Based on 2010 dues amount plus HFCC \$750
(5) ARC received SPAC Grant - %40 (\$8,882) of \$22,205 in 2010, remaining 60% (\$13,323) in 2011 budget



Working together, restoring the river

*James W. Ridgway, P.E.
Executive Director*

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
Inkster
Lathrup Village
Livonia
Melvindale
Northville
Northville Twp.
Novi
Oak Park
Oakland County
Orchard Lake
Plymouth
Plymouth Twp.
Pontiac
Redford Twp.
Rochester Hills
Romulus
Southfield
Troy
Van Buren Twp.
Walled Lake
Washtenaw County
Wayne
Wayne County
Wayne County Airport Authority
Westland
Wixom

2011 TECHNICAL COMMITTEE BUDGET HIGHLIGHTS

The 2011 Technical Committee budget represents nearly a 20% reduction¹ from the 2010 budget. The primary activities are:

- (TC1) The Rouge River Watershed Monitoring Activities task budget continues work performed last year to address the 5-year monitoring plan for the Rouge River. Activities include continuous stream flow, DO and temperature monitoring; continued work on a geomorphological assessment for the watershed and a summary report of the monitoring data from the previous year. The annual macroinvertebrate monitoring will also be completed by FOTR, but it will be funded by another grant.
- (TC2) The Storm Water Reporting System: Operation and Maintenance task completes a stream-lined, easy web-based mechanism for Phase II permit reporting to the Michigan Department of Natural Resources and Environment (MDNRE). The 2011 effort will include the following: member assistance in system use, maintenance, system modifications and administration of the system.
- (TC3) The IDEP Investigations and Training task continues field investigations in priority areas, IDEP training for municipal staff and allows for collaboration with MDNRE with the hope of obtaining *E. coli* monitoring assistance to narrow down the 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.
- (TC4) The Compliance Initiatives task provides ARC members with resources to aid them in permit compliance. Activities will include continued development and refinement of a Collaborative Action Plan/SWPPI, assistance for ARC members that will be audited by the DNRE (including gathering information from project partners and collaboration with SEMCOG), and assistance in developing the SWMP and SWPPP required by ARC members holding a jurisdictional permit (including collaboration with SEMCOG).

¹ This reduction does not include budget for the Pursuing Grants task and Macroinvertebrate Monitoring which are still being carried out, but are funded outside of the TC budget.

Cooperating Partners:

*Cranbrook Institute of Science
Friends of the Rouge
Southeastern Oakland
County Water Authority
Wayne State University*

ARC 2011 Technical Committee Budget Summary
24-Sep-10

| Item # | Description | Budget | Responsible Party | | | | |
|--------------------|--|------------------|-------------------|--------------------|-----------------|-----------------|-----------------|
| | | | Wayne County | Executive Director | USGS | CDM | Oakland County |
| TC1 | Rouge River Watershed Monitoring Activities | | | | | | |
| | A. DO/Flow Monitoring | | | | \$55,100 | | |
| | B. Water Quality Summary | | | | | \$20,000 | |
| | C. Geomorphology Assessment | | \$2,000 | | | | |
| | D. Macroinvertebrate Monitoring (funded by others) | | | | | | |
| | Subtotal: | \$77,100 | \$2,000 | \$0 | \$55,100 | \$20,000 | \$0 |
| TC2 | Storm Water Reporting | | | | | | |
| | A. Operation and Maintenance of the web-based Reporting System | | | \$23,000 | | | |
| | Subtotal: | \$23,000 | \$0 | \$23,000 | \$0 | \$0 | \$0 |
| TC3 | IDEP | | | | | | |
| | A. IDEP Field Investigations | | \$37,500 | \$2,500 | | | \$37,500 |
| | B. IDEP Coordination | | | \$2,500 | | | |
| | C. IDEP Training | | \$4,000 | \$1,000 | | | |
| | Subtotal: | \$85,000 | \$41,500 | \$6,000 | \$0 | \$0 | \$37,500 |
| TC4 | Pollution Prevention Training | | | | | | |
| | A. Conduct P2 Training Workshops | | | | | | |
| | Subtotal: | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TC4 | Compliance Initiatives | | | | | | |
| | A. MS4 Permit compliance assistance | | \$4,000 | \$18,000 | | | |
| | Subtotal: | \$22,000 | \$4,000 | \$18,000 | \$0 | \$0 | \$0 |
| Grand Total | | \$207,100 | \$47,500 | \$47,000 | \$55,100 | \$20,000 | \$37,500 |

Goal: \$ 207,100



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**ALLIANCE OF ROUGE COMMUNITIES
FINANCE COMMITTEE**

**2011 Budget Recommendation
Technical Committee
Monitoring Services**

REQUEST DATE: September 24, 2010

LINE ITEM TC1: Rouge River Watershed Monitoring Activities

COMMITTEE MAKING REQUEST: Technical Committee

BACKGROUND: During 2007, the Technical Committee drafted a new set of goals for the new 5-year monitoring plan that were based on the assumption that grant funding would not be available to continue the extensive monitoring program previously undertaken in the watershed. In 2008, the Technical Committee drafted a 5-Year Monitoring Plan for the watershed, which reduced the amount and type of monitoring occurring throughout the watershed (See Table 1). The 5-Year Plan summarizes the manner in which restoration progress will be measured in the watershed and is included in the draft Watershed Management Plan. The 2011 activities specified in the 5-Year Plan include biological, physical and hydrologic monitoring at the locations specified in Table 1. Some of these activities are funded by the ARC, while others are funded by other agencies. Activities for 2011 are itemized below.

- Continuous stream flow monitoring at D06 and US10.
- Continuous DO and temperature monitoring at D06.
- Geomorphology assessment.
- Macroinvertebrate monitoring.

Table 1. Rouge River 5-Year Monitoring Plan

| Element | Monitoring Locations | O = Non-ARC services (as of 9/2010) X = ARC funded services (as of 9/2010) | | | | |
|---|--|---|------|------|------|------|
| | | 2009 | 2010 | 2011 | 2012 | 2013 |
| Planning & Reporting | | | | | | |
| Monitoring Plan Annual Review | Not Applicable | X | X | X | X | X |
| Data Handling, Data Management & Analysis | Not Applicable | X | X | X | X | X |
| Report/Brochure/Press Release | Not Applicable | | X | | X | |
| Physical Monitoring | | | | | | |
| Geomorphology/stream classification | 10 Sites (WC/FOTR) | O | O | O | O | O |
| Precipitation | Apr-Nov at 21 sites (15 min totals) | O | O | O | O | O |
| Continuous Stream Flow (15 min data)* | Year round | | | | | |

| Element | Monitoring Locations | O = Non-ARC services (as of 9/2010) X = ARC funded services (as of 9/2010) | | | | |
|--|--------------------------------------|---|------|------|------|------|
| | | 2009 | 2010 | 2011 | 2012 | 2013 |
| Main 1/2 | 3 sites (<i>US4,US5,US6</i>) | O | O | O | O | O |
| Upper | <i>US3</i> each year + U05 one year | O | OX | O | O | O |
| Middle 1 | 1 site at outlet (US10) | | | X | | |
| Middle 3 | <i>US2</i> each year + D06 one year | O | O | OX | O | O |
| Lower 1 | 1 site at outlet (US9) | | | | X | |
| Lower 2 | <i>US1</i> each year + L05D one year | O | O | O | XO | O |
| Main 3/4 | 1 site (<i>US7</i>) | O | O | O | O | O |
| Water Quality | | | | | | |
| Continuous DO and Temp (15 min) | May-Oct | | | | | |
| Main 1/2 | | | | | | |
| Upper | 1 site at outlet (U05) | | X | | | |
| Middle 1 | | | | | | |
| Middle 3 | 1 site at outlet (D06) | | | X | | |
| Lower 1 | | | | | | |
| Lower 2 | 1 site at outlet (L05D) | | | | X | |
| Main 3/4 | 1 site (US7) | | | | | X |
| <i>E. coli</i> ** | As selected by MDNRE | | O | | | |
| Total Phosphorus (TP)** | As selected by MDNRE | | O | | | |
| Total Suspended Solids (TSS)** | As selected by MDNRE | | O | | | |
| Biological Health | | | | | | |
| Fish, Macroinvertebrates, Habitat** | As selected by MDNRE | | O | | | |
| Macroinvertebrates | 20-24 sites by FOTR | X | X | O | O | X |
| Macroinvertebrates | 20 sites by WC | O | O | O | O | O |
| Green Infrastructure (Land Cover) Monitoring | Across ARC | X | O | O | O | O |
| Public Education/Involvement | | | | | | |
| Public Survey | Not Applicable | | | | | |
| Summary of Volunteer Restoration Efforts | Not Applicable | O | O | O | O | O |
| Pollution Prevention | | | | | | |
| Illicit Discharges Identified & Eliminated | Not Applicable | O | O | O | O | O |

*Stream gages operated by USGS are italicized and underlined.

**Based on the availability of funding per the MDNRE (not completed in 2010).

Precipitation

Twenty-one rain gages are operated continuously by the local communities and counties in the watershed. The gages are located throughout the watershed, but there is sparse coverage in Wayne County. The operation and maintenance of these gages is done at no direct cost to the ARC. Precipitation data helps direct community specific efforts including: retention basin operation, combined sewer overflow reporting, illicit discharge elimination investigations, water quality monitoring, etc. Therefore, precipitation monitoring should continue at its current level of effort.

Stream Discharge/Flow

Stream discharge data coupled with water quality data (measured or historical) is used in pollutant modeling and pollutant loading calculations to determine areas where storm water pollution remediation efforts need to be undertaken. Discharge also impacts stream habitat for aquatic organisms. Therefore, discharge monitoring should continue in each subwatershed until the

established targets are met and until stable aquatic life communities are established and maintained.

Seven stream gages (US1 - US7) are operated continuously in the watershed. These gages are currently operated and maintained by the United States Geological Survey (USGS) each year. The operation and maintenance of the USGS gages is done at no direct cost to the ARC. Five additional stream gages should be operated for one year each. The purpose of two of the additional gages (US9 and US10) is to provide discharge data in two unmonitored subwatersheds (Lower 1 and Middle 1). The purpose of the other three gages (U05, D06 and L05D) is to provide discharge data during periods of continuous water quality monitoring as described below. As indicated in the proposed monitoring schedule, stream gage US10 (Middle 1) at the outlet is scheduled to be funded this year.

Continuous Water Quality Monitoring

Dissolved oxygen (DO) and temperature data are used as indicators of the overall health of the river at various locations. Since this data is collected continuously, it is very useful in determining spatial and temporal water quality trends. In general, DO and temperature water quality standards are met on a routine basis throughout the watershed. In addition, DO and temperature levels have remained fairly stable or improving at most locations. Therefore, continuous DO and temperature monitoring should be limited to the downstream terminus of each subwatershed for a total of 4 locations (US7, U05, D06 and L05D).

Macroinvertebrate Monitoring

Macroinvertebrate density and diversity data are used as indicators for stream habitat and water quality. Data collection efforts have historically occurred three times a year (spring and fall for macroinvertebrates and winter for stoneflies) by volunteers, who are organized by Friends of the Rouge (FOTR). This sampling occurs at more than 20 sites by FOTR volunteers and at 20 additional sites that are not safe for volunteer monitoring by Wayne County staff. Although much of the data is collected by volunteers, data is collected under a quality assurance plan approved by the MDNRE. This data collection not only provides historical water and habitat quality conditions based on the presence of certain aquatic organisms, but also provides opportunities for public involvement. Therefore, it is suggested that macroinvertebrate sampling continue in the watershed to provide stakeholders an overall assessment of conditions at multiple locations within each subwatershed (more than can be assessed by the continuous water quality monitoring) and to promote stewardship within the watershed.

MDNRE Fishery, Habitat, Macroinvertebrate and Water Quality Monitoring

The MDNRE did not conduct a fisheries assessment in the watershed in 2010, due to budget constraints. The MDNRE did not conduct a fish community assessment in 2010, as they did in 2000 and 2005. A more detailed assessment is desired by the Technical Committee, but it is prohibited by budget constraints. The Executive Director will pursue grant funding opportunities for this type of work.

Geomorphology/Stream Classification

Stream bank erosion has long been identified as a major problem within the Rouge River watershed but until recently there has not been a science based (quantitative) approach for assessing if the problem is getting better or if it is worsening. Using stream channel geomorphology field measurement techniques (per Harrelson, et.al. 1994), the Reference Reach Spreadsheet© (developed by Mecklenberg, Ohio EPA) as adapted by the MDNRE, Wayne County will monitor and assess stream channel stability across the watershed. This will be done to both geospatially assess channel

stability across the watershed, as well as, assess stabilizing or destabilizing trends over time. Wayne County will work with FOTR and others to encourage the participation and involvement of students and other volunteers in these efforts to further promote awareness and stewardship in the watershed.

DESCRIPTION OF ANTICIPATED ACTIVITIES:

The anticipated activities for 2011 include the following:

No Cost Items:

1. Continuous stream flow monitoring at all seven of the USGS sponsored sites (US1 - US7); and
2. Macroinvertebrate monitoring at 40-44 locations in the spring and fall, plus stonefly monitoring in the winter beginning in January of 2011. FOTR/WC are expected to obtain grant funding to carry out this item.

2010 Budget Items:

1. Conduct continuous flow and dissolved oxygen (DO) monitoring at one site (D06);
2. Conduct continuous stream flow (15 min data) monitoring at two sites (D06 and US10);
3. Conduct geomorphology assessment at 10 sites; and
4. Summarizing the 2010 water quality monitoring effort in a brief report for the Technical Committee and communities.

Task A. Flow/DO Monitoring

Flow monitoring will be completed by the USGS and includes continuous flow and dissolved monitoring at site D06 on the Middle 3 Branch as well as continuous stream flow monitoring at site US10 on the Middle 1 branch. USGS will provide CDM 15 minute data that has been QA/QC'd in a format acceptable to CDM. CDM will oversee USGS's work as part of their agreement with Wayne County. Wayne County will administer USGS's contract.

Task B. Water Quality Summary

A water quality summary will be completed by CDM and includes the following components:

- Acquiring the rainfall, flow and continuous temperature and dissolved oxygen data,
- Reviewing the data for anomalies,
- Loading the data into the ARC web-based water quality database and maintaining the database,
- Analyzing the data for temporal trends,
- Assigning the data to wet and dry weather conditions,
- Graphing of the data, and
- A brief report describing the results of the 2010 flow and DO data collection effort and an assessment of historic data trends.

Wayne County will oversee and administer CDM's contract.

Task C. Geomorphology Survey

A geomorphology survey will be completed by Wayne County to provide baseline data regarding channel stability at 10 sites throughout the watershed. The survey will use field techniques developed by the Ohio EPA and adapted by the MDNRE. The effort will consist of data collection

and development of a brief report and maps that describe the results.

RATIONALE (including why needed): Measuring the condition of the Rouge River ecosystem is an ongoing activity that helps determine if the ARC's storm water management efforts are effective and if they are appropriately directed. The monitoring program is detailed in the draft Watershed Management Plan (WMP) as a way of measuring progress toward watershed restoration. The MDNRE provided no comments on the 5-Year Monitoring Plan in their review of the WMP indicating that it is sufficient for meeting the Phase II permit and Section 319 funding requirements.

BUDGET (including how the amount requested was established): The total monitoring cost for 2011 is \$77,100.00 as summarized below.

| Activity | Responsible Party | Estimate | Rational |
|--|-------------------|--------------------|---|
| A. Flow/DO Monitoring | USGS | \$55,100 | Estimate given by USGS in 2008. |
| B. Data Management and Water Quality Summary | CDM | \$20,000 | Based on previous estimates from CDM. |
| C. Geomorphology Assessment | WC | \$2,000 | Partially funded by ARC with remaining funding coming from WC |
| Total: | | \$77,100.00 | |

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The various agencies identified above will carry out the work. The Chair of the Technical Committee (currently, Mr. Gary Zorza, Vice-Chair) will oversee the task on behalf of the Technical Committee.



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**ALLIANCE OF ROUGE COMMUNITIES
FINANCE COMMITTEE**

**2011 Budget Recommendation
Technical Committee
Storm Water Reporting System**

REQUEST DATE: September 24, 2010

LINE ITEM TC2: Storm Water Reporting System: Operation and Maintenance

COMMITTEE MAKING REQUEST: Technical Committee

BACKGROUND: With the introduction of the new and rigorous permit requirements, there has been a consensus that supports a single permit under which all ARC members can collaborate and share services. In the 2010 ARC work plan, a web-based Rouge River Storm Water Reporting System (Reporting System) for permit activities was developed for use by all ARC members. The Reporting System offers ARC members a stream-lined, easy web-based mechanism for Phase II permit reporting to the Michigan Department of Natural Resources and Environment (MDNRE). ARC staff will assist all members in a collaborative approach to permit reporting which will be applicable to both the 2003 watershed-based and the 2008 jurisdictional MS4 Permit. Once the contested case is resolved, the Reporting System will need to be tweaked to be consistent with the resulting new permit.

The Reporting System is based on a watershed-wide Storm Water Pollution Prevention Initiative (SWPPI) which was developed in 2009. The watershed-wide SWPPI was developed based on select member SWPPIs guided by the Executive Director's (ED) interpretation of the minimum reporting requirements required for the 2003 permit.

The Reporting System will eventually allow for individual member, county-wide and watershed-wide storm water reports. The focus of the system will be the individual member reports until a watershed-wide report is acceptable to the MDNRE.

Currently the Reporting System is undergoing minor modifications based on feedback from beta testers. By the end of 2010, the Reporting System will be used to complete one community's Storm Water Annual Report which will allow the ED staff to further refine it, so it is ready for member use in early 2011.

DESCRIPTION OF ANTICIPATED ACTIVITIES: The main purpose of this initiative is to assist ARC members in the permit required storm water reporting by focusing on efforts that can be completed on a watershed-wide basis, thereby reducing workload and costs to individual ARC members.

In 2011, ED staff will further refine the Reporting System developed in 2010. By the beginning of 2011, the Reporting System will be ready for individual member reporting. The 2011 effort will include the following:

- a. Assistance to ARC members on system use including an orientation document;
- b. Maintenance of the reporting system including code refining, modifications to web interface and minor content modifications as found to be necessary; and
- c. Administration of the reporting system including setting up user names, passwords, and troubleshooting any problems.

Individual ARC members will be relied upon to 1) input their community's information into and printing their community's report from the reporting system, and 2) submitting their report to DNRE.

RATIONALE (including why needed): These activities are needed to ease the MS4 reporting burden on community staff and to lay the ground work for a watershed-wide report.

BUDGET (including how the amount requested was established): The estimated total budget for this initiative is \$23,000 and is detailed in the table below.

| Task | Responsible Party | Estimate | Rational |
|---|-------------------|--------------------|----------|
| a. System use assistance to ARC members | ED | \$6,000 | 60 hrs |
| b. Maintenance of the system | ED | \$15,000 | 200 hrs |
| c. Administration | ED | \$2,000 | 24 hrs |
| Total: | | \$23,000.00 | |

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: ED staff will implement these activities. The Chair of the Technical Committee (currently, Mr. Gary Zorza, Vice-Chair) will oversee the task on behalf of the Technical Committee.



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**ALLIANCE OF ROUGE COMMUNITIES
FINANCE COMMITTEE**

**2010 Budget Recommendation
Technical Committee
IDEP**

REQUEST DATE: September 24, 2010

LINE ITEM TC3: IDEP Investigations and Training

COMMITTEE MAKING REQUEST: Technical Committee

BACKGROUND: There is evidence of contamination from sewage throughout the Rouge River during both wet and dry weather conditions based on the State of Michigan's 2007 Total Maximum Daily Load (TMDL) report for *E. coli*. As such, the draft 2008 Rouge River Watershed Management Plan (RRWMP) identifies *E. coli* as a priority pollutant, along with sediment, nutrients and hydrology as requiring reduction. In 2008, Executive Director (ED) staff identified several areas as highest priority for further illicit discharge investigations. These areas were selected based on the presence of elevated *E. coli* concentrations and human *E. coli* biomarkers in dry weather conditions (See Table 1).

In 2010, some progress was made in further defining the sources in these problem areas, but more effort is required.

Table 1. High Priority Areas needing further IDEP Investigations

| Location | Community |
|---|--|
| U01-Upper Branch u/s of Powers Rd. | Farmington Hills (mostly), Farmington, West Bloomfield Twp*, Walled Lake |
| U15-Bell Branch u/s of 6 Mile Rd. | Livonia, Farmington Hills |
| D62-Tonquish Creek u/s of Joy Rd. | Plymouth, Plymouth Twp |
| G97-Lower Branch u/s of Henry Ruff Rd. | Wayne, Westland, Romulus and all of the Lower 1 communities |
| G39-Franklin Branch u/s of Middlebelt Rd. | West Bloomfield* |
| G61-Pebble Creek u/s of Franklin Rd. | Southfield, Franklin |

*Not an ARC member, so no ARC funding will be expended in this community.

DESCRIPTION OF ANTICIPATED ACTIVITIES: The three tasks addressed under this initiative are 1) illicit discharge elimination 2) IDEP Coordination and 3) IDEP training. Each task is described below.

Task A. IDEP Field Investigations

Conduct concentrated field investigations in priority areas to further isolate problem areas, identify illicit connections, and take corrective action to remove them. This work would be overseen and coordinated by ED staff to ensure field efforts in each county are occurring in a manner that is most beneficial to the ARC. The field work will be undertaken by Wayne and Oakland county's IDEP staff with cooperation of the local communities. The field will involve a combination of sampling, dye testing, and CCTV inspections, as necessary.

Prior to the ARC entering an agreement with Oakland County, the ED will determine the status of any current IDEP work being conducted in the Rouge and where additional efforts are needed to address the priority areas in Oakland County. The ED will then draft a scope of work for review by the Technical Committee. Agreements and funding needed between participating entities will be identified in the scope of work.

Prior to Wayne County expending budget for this task, they will present a scope of work for review by the Technical Committee. Agreements and funding needed between participating entities will be identified in the scope of work.

ED staff will occasionally solicit progress reports from both counties for reporting to the Technical Committee. The ED will also provide an update at Rouge 2010 or at a full ARC meeting, as deemed appropriate.

Responsibility: ED (oversight), Wayne & Oakland counties (implementation)

Task B. IDEP Coordination

The MDNRE did not conduct a fishery, habitat, macroinvertebrate and water quality monitoring program in the Rouge River Watershed as anticipated (the Rouge was part of the 2010 monitoring cycle). However, the MDNRE will consider a request from the ARC to monitor the Rouge Watershed in 2011. The request has a greater chance of approval if the ARC provides a detailed monitoring plan. Although it may not be prioritized as high as the watersheds that are part of the 2011 Basin Year monitoring cycle in 2011.

In early 2011, the ED staff will develop a monitoring plan that focuses on monitoring assistance needed to better delineate the priority areas. ED staff will 1) receive input from the Oakland and Wayne counties on selecting the priority area of focus; 2) work with the local community to understand the local conditions; 3) develop and submit the monitoring request; 4) collaborate with DNRE monitoring staff to increase our chances of success; and 5) follow-up with MDNRE after the submission.

Responsibility: ED

Task C. IDEP Training

Conduct IDEP training for ARC members. Wayne County and ED staff will hold one IDEP training for the ARC using the training module that was updated in 2010. The training will fulfill the IDEP training requirements for the new Phase II permit. The task will include training preparation and meeting room coordination. Non-ARC members will be able to attend for a fee. Responsibility: Wayne County and ED

RATIONALE (including why needed): The new Phase II permit allows for a collaborative approaches. This watershed-wide approach to IDEP implementation is proposed in lieu of completing these more prescriptive permit sampling and monitoring requirements. The watershed-wide outfall map and the Storm Water Reporting System are two steps toward having one storm water report for the DNRE, which will ease the burden on community staff.

BUDGET (including how the amount requested was established): The estimated total budget for this initiative is \$85,000 and summarized in the table below.

| Task | Responsible Party | Estimate | Rational |
|------------------------------|-------------------|--------------------|--|
| A. IDEP Field Investigations | ED, WC and OC | \$77,500 | OC: \$37,500 WC: \$37,500 ED: \$2,500, 25 hrs for IAA preparation, collaboration, technical input and reporting to ARC |
| B. IDEP Coordination | ED | \$2,500 | 25 hrs |
| C. IDEP Training | WC, ED | \$5,000 | WC: \$4,000 for training instruction and training coordination ED: \$1,000, 8 hours for training instruction |
| Total: | | \$85,000.00 | |

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The responsible parties are outlined in the table above. The Chair of the Technical Committee (currently, Mr. Gary Zorza, Vice-Chair) will oversee the task on behalf of the Technical Committee.



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**ALLIANCE OF ROUGE COMMUNITIES
FINANCE COMMITTEE**

**2011 Budget Recommendation
Technical Committee
Compliance Initiatives**

REQUEST DATE: September 30, 2010

LINE ITEM TC4: Compliance Initiatives

COMMITTEE MAKING REQUEST: Technical Committee

BACKGROUND: With the lawsuit/contested case remaining unresolved, ARC members are now operating under two different storm water permits: the (old) 2003 watershed-based permit and the 2008 jurisdictional permit. Under the 2008 permit, permittees are required to develop a Storm Water Management Program Plan (SWMP) and Storm Water Pollution Prevention Plan (SWPPP). The SWMP for the jurisdictional permit is equivalent to the SWPPI for the watershed-based permit. Bloomfield Twp. currently has their SWMP complete. Other community's SWMPs are due in June 2011. Like the SWPPIs, for which the ARC developed a watershed-wide template, the SWMPs should be developed to be consistent with the Rouge Storm Water Reporting System.

The SWPPP is an element of the SWMP. SEMCOG has offered to develop the SWPPPs for ARC members at no additional cost to the community.

Through the ARC Technical Committee, Wayne County has been developing the Collaborative Action Plan to address TMDL requirements and serve as the "Collaborative SWPPI" identified in the ARC's Alternative Permit or as the Alternative Approach for the TMDL/PEP/IDEP/SWPPI sections of the Watershed Based 2008 permit (i.e. a new SWPPI Template). With the lawsuit/contested case unresolved and the Rouge Watershed Management Plan being updated this plan will need to be refined.

In addition in 2010, the DNRE began performing storm water program compliance audits of the Phase II communities. First in line for these audits are those communities operating under the 2003 permit, which are the same communities contesting the permit. Many permit-required items in the Rouge are being accomplished on a watershed-wide basis. Therefore, a watershed-wide approach to the audit would benefit ARC members by reducing the amount of time needed to complete the audit.

DESCRIPTION OF ANTICIPATED ACTIVITIES: Work associated with this request may include the following:

- A. Collaborative Action Plan Development. WC and ED staff will collaborate on the Collaborative Action Plan to determine how it can be further amended, as necessary, to serve ARC members. If accepted by ARC members, the Plan may be used as a timely revision of the existing watershed based SWPPI template.
- B. Phase II DNRE Audit Assistance. ED staff will assist ARC members with the Phase II DNRE audits. SEMCOG has offered to provide ARC members support during the audit process at no additional cost to the community. This could include conducting a pre-audit and attending the audit. However, ED staff may need to provide SEMCOG or the community with certain items in preparation of the audit. ED staff and SEMCOG will meet with DNRE to identify audit items that the ARC and cooperating partners handle for all members. This information could then be provided to the DNRE prior to the audit. This would streamline the audit (both for ARC members and the DNRE) and relieve ARC members from certain responsibilities.
- C. SWMP and SWPPP Coordination. For jurisdictional permittees to be included in the Rouge River Storm Water Reporting System, each member's SWMP should be similar to the watershed-wide SWPPI (to the extent possible). Using an existing SWMP as a starting point, ED staff will provide ARC members a SWMP template to ensure they are as consistent as possible with the Reporting System.

ED staff will also collaborate with SEMCOG as the SWPPP are developed to ensure that they are consistent across the watershed.

RATIONALE (including why needed): These activities are needed to aid members in compliance with the MS4 permits. Each of the activities is being done to reduce the workload for individual members by approaching them on a watershed-wide basis. ARC staff's involvement with the audits and SWMP development will be beneficial in developing the Rouge Storm Water Reporting System.

BUDGET (including how the amount requested was established): The estimated budget for these Technical Committee initiatives is \$22,000 as summarized in the table below.

| Task | Responsible Party | TC Budget | Rational |
|--------------------------|-------------------|--------------------|----------------------------------|
| A. Action Plan | ED, WC | \$8,000 | \$4,000 for WC and 40 hrs for ED |
| B. Compliance Audits | ED | \$6,000 | 60 hrs |
| C. SWMP/SWPPP Assistance | ED | \$8,000 | 80 hrs |
| Total: | | \$22,000.00 | |

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: ED staff will complete the items listed in this Budget Request. The Chair of the Technical Committee (currently, Mr. Gary Zorza, Vice-Chair) will oversee the task on behalf of the Technical Committee.



Alliance
of Rouge
Communities

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*James W. Ridgway, P.E.
Executive Director*

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
Inkster
Lathrup Village
Livonia
Melvindale
Northville
Northville Twp.
Novi
Oak Park
Oakland County
Orchard Lake
Plymouth
Plymouth Twp.
Pontiac
Redford Twp.
Rochester Hills
Romulus
Southfield
Troy
Van Buren Twp.
Walled Lake
Washtenaw County
Wayne
Wayne County
Wayne County Airport
Authority
Westland
Wixom

2011 PUBLIC INVOLVEMENT AND EDUCATION (PIE) COMMITTEE BUDGET HIGHLIGHTS

The 2011 PIE budget represents nearly a 20% reduction in cost from the 2010 budget. Primary activities are:

- (PIE 1) The *Green Infrastructure Activities* task budget remains the same and will provide for the design and plant materials for 8-10 grow zones in the watershed; four workshops; rain barrel sales and education and buying trees for new participating Green Schools.
- (PIE 2) The *Public Education Materials* task has a minor budget for printed materials, but will primarily support the purchase and distribution of seedlings at local events, such as HHW collection days and water festivals.
- (PIE 3) The *Website Maintenance* task budget increased slightly and supports design, writing and maintenance fees for the ARC website.
- (PIE 4) *Watershed Stewardship and Reporting* supports Friends of the Rouge conducting grow zone maintenance workshops, native plant workshops for homeowners, promoting an Adopt a Grow Zone program and participation in community events to promote watershed stewardship.

Cooperating Partners:

*Cranbrook Institute of Science
Friends of the Rouge
Southeastern Oakland
County Water Authority
Wayne State University*

ARC 2011 Budget
 PIE Committee Budget Summary
 8-Sep-10

| Item # | Description | 2011 Budget | Responsible Party | | | | | | |
|--------------------|---|-------------------|-------------------|-----------------------|------------------|-------------|-------------|-------------|-------------|
| | | | Wayne County | Executive Director | FOTR | | | | |
| PIE 1 | Green Infrastructure Campaign | | | | | | | | |
| | 1. Grow zone program/ Admin | | \$ 15,000 | \$ 49,000 | | | | | |
| | 2. Workshops (2 Septic System; 1 Golf Course; Green Infrastructure) | | \$ 2,500 | \$ 15,000 | | | | | |
| | 3. Rain Barrel Education/Sales | | | \$ 5,000 | | | | | |
| | 4. Green Schools - Trees | | \$ 7,500 | | | | | | |
| | Subtotal: | \$ 94,000 | \$ 25,000 | \$ 69,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| PIE 2 | Public Ed Materials | | | | | | | | |
| | 1. Seedlings for events | | \$ 2,500 | | | | | | |
| | 2. Printing | | \$ 2,500 | \$2,500 | | | | | |
| | 3. Management and Distribution | | \$ 5,000 | \$5,000 | | | | | |
| | Subtotal: | \$ 17,500 | \$ 10,000 | \$ 7,500 | \$ - | \$ - | \$ - | \$ - | \$ - |
| PIE 3 | Website Maintenance | | | | | | | | |
| | 1. Update and Edit | | | \$7,000 | | | | | |
| | 2. Fees | | | \$750 | | | | | |
| | Subtotal: | \$7,750 | \$0 | \$7,750 | \$ - | \$ - | \$ - | \$ - | \$ - |
| PIE 4 | Watershed Stewardship and Reporting | | | | | | | | |
| | Subtotal: | \$ 18,590 | | | \$ 18,590 | | | | |
| | Subtotal: | \$ 18,590 | | | \$ 18,590 | | | | |
| Grand Total | | \$ 137,840 | \$ 35,000 | \$ 84,250 | \$ 18,590 | \$ - | \$ - | \$ - | \$ - |



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ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2011 BUDGET RECOMMENDATION

REQUEST DATE: September 7, 2010

LINE ITEM: Green Infrastructure Campaign (PIE 1)

COMMITTEE MAKING REQUEST: PIE

BACKGROUND: This task continues the work begun in 2009 to educate the public about the benefits of green infrastructure. Since 2005, the ARC PIE Committee has conducted such activities as septic system maintenance workshops, green infrastructure workshops and bus tours across the watershed and sales of rain barrels to interested citizens. Additionally, a successful green infrastructure grant program was conducted by the PIE Committee in 2009 and 2010 that has provided funding for 21 small green infrastructure projects across the Rouge River Watershed.

DESCRIPTION OF ANTICIPATED ACTIVITIES: Proposed budget for the Green Infrastructure Campaign is \$94,000 and remains unchanged from 2010. This task will include the following activities and budgets:

- *Grow Zone Program:* Total Task Budget: \$64,000

The PIE Committee will publicize and oversee a program that will provide funding to facilitate communities, schools and non-profits to establish schoolyard habitats, native plant grow zones, buffers and plant trees. This task reflects the ARC's continuing efforts to promote green infrastructure. The projects being targeted with this budget are simple grow zones and buffers that can be easily installed and then used to educate the public and promote similar activities in schools, communities and neighborhoods. The PIE Committee will also conduct up to two meetings with ARC staff, communities and PIE members to develop review and revise criteria, accept and screen applications. The \$64,000 total for this task will allow for the following tasks: Wayne County will make site visits to successful applicants, provide trouble-shooting, assist with plant/seed delivery and sorting and ordering signage. Wayne County will also plan and conduct several volunteer workday events at existing GI sites within the Rouge River watershed. ARC staff will make site visits, design the grow zones and provide trouble-shooting assistance. Additionally, ARC staff will perform administration tasks, including developing criteria, publicizing the program and accepting and ranking projects.

- *Workshops:* Total Task Budget: \$17,500

The PIE Committee proposes to conduct the following workshops in 2011:

-- *Septic System Maintenance Workshops:* Every two years, the PIE Committee presents Septic System Maintenance Workshops for watershed homeowners in two

watershed communities – one in Wayne County and one in Oakland County. To date, more than 400 people have attended these workshops. These workshops will be presented in Spring, 2011.

-- *Golf Course Green Practices Workshop*: This workshop will be presented at a golf course in the Rouge River Watershed in conjunction with the Turf Grass Association at Michigan State University to educate golf course owners in the Rouge River Watershed about green infrastructure and practices. This workshop will be presented in the Fall, 2011.

-- *Green Infrastructure Conference*: ARC PIE staff, Wayne County, SEMCOG, Lawrence Technological University, the Alliance of Downriver Watersheds and others are planning a green infrastructure conference at Lawrence Technological University to educate local government, businesses and others about green infrastructure. This workshop will be presented in the first quarter of 2011.

- *Rain Barrel Education/Sales*: Total Task Budget: \$5,000

The PIE Committee and staff planned two rain barrel sales in 2010. One event held in Redford Township drew 382 people in July, 2010; another planned in Troy on September 18, 2010 will draw at least that many people if not more. The PIE Committee plans to conduct two rain barrel sales in 2011. One is tentatively planned in the spring in Southfield.

- *Green Schools*: Total Task Budget: \$7,500

Wayne County, on behalf of the PIE Committee, will continue to oversee the Green Schools program in Wayne County and coordinate with Oakland County. The Green Schools Program educates students about waste reduction and pollution prevention. Each new Green School will get a tree to plant to promote green infrastructure. In 2010, 75 Rouge River Watershed schools joined the Green Schools program and received trees.

RATIONALE (including why needed): Green Infrastructure is a catch-all term for many of the post-construction storm water BMPs that need to be implemented to maintain storm water permit compliance and should be implemented on an increasing basis to realize the restoration of the Rouge River. This task is repeated from the 2010 ARC budget, because so far, the 21 grow zone and buffer projects are successful. This activity directly impacts reducing storm water runoff and sewer overflows. Green Infrastructure has a variety of environmental and economic benefit. These benefits include: cleaner water, enhanced water supplies, cleaner air, reduced urban temperatures, moderates the impacts of climate change, increased energy efficiency, source water protection, community aesthetics and cost savings. Additionally, these sites are a good way to publicize ARC activities, as they are marked with Grow Zone signs featuring the ARC logo.

BUDGET (including how the requested amount was established): \$94,000

Grow Zone Program: \$64,000 (projects range from \$1,000-\$5,000) Budget cost is based on similar projects conducted by Wayne County Department of Environment and the ARC. This budget will include coordination of the overall project and site visits and design work for 8-12 green infrastructure projects; plants and seed for the projects, and signage for the projects. This budget will also cover staff time for up to two (2) subcommittee meetings to prepare the program RFP and to interact with the Grow Zone Subcommittee to review the grant applications, rank the grant applications and manage the program. Additionally, volunteer days will be organized to help maintain the projects planted in since 2009. The \$64,000 Budget is earmarked in the following way:

- \$15,000 for Wayne County to make site visits to successful applicants, provide trouble-shooting, assist with plant/seed delivery and sorting and ordering signage. Wayne County will also plan and conduct several volunteer workday events at existing GI sites within the Rouge River watershed.
- \$49,000 for ARC staff (\$15,000 for plant material; \$20,525 for site visits, design, trouble-shooting, etc (264 hours at \$77.47 an hour), and \$13,475 for administration, including developing the RFP, review and ranking of submitted projects (118 hours at \$114 an hour).

Workshops: The \$17,500 budget was based on presenting similar workshops in previous years. The budget for this task will be earmarked in the following way:

- \$2,500 for Wayne County to assist with the Septic System Maintenance Workshop in Wayne County.
- \$15,000 for ARC staff to plan and facilitate the Septic System Maintenance Workshops, the Golf Course Green Practices Workshop and the Green Infrastructure Conference (This represents 150 hours at \$77.46 an hour and 30 hours at \$114 an hour)

Rain Barrel Education and Sales: The \$5,000 budget earmarked for this task was based on similar tasks performed in 2010 and will pay for ARC staff to make arrangements for the rain barrel sales. Subtasks include choosing locations, interacting with ARC communities and sales reps, facilitating publicity and staffing two rain barrel events in 2011. (This represents 39 hours at \$77.46 and 18 hours at \$114 an hour)

Green Schools Program: The \$7,500 budget cost is based on similar work conducted by Wayne County in 2009-10 to conduct the Green Schools program in Wayne County and Oakland County. This budget would pay for Wayne County staff to purchase trees for newly designated Green Schools in Wayne and Oakland County.

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The Chair of the Public Involvement and Education Committee (currently, Ms. Brandy Siedlaczek) will oversee the task on behalf of the PIE Committee. ARC Executive Director staff will perform the work with assistance from Wayne County on the Grow Zone Program, the Septic System Maintenance workshop and the Green Schools Program.



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ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2011 BUDGET RECOMMENDATION

REQUEST DATE: September 7, 2010

LINE ITEM: Public Outreach Materials (PIE 2)

COMMITTEE MAKING REQUEST: PIE

BACKGROUND: In the past, the PIE Committee has printed and distributed a variety of public education materials to ARC communities to help them fulfill requirements of their storm water permits. However, in 2010 the PIE Committee staff piloted distributing native seedlings at community events, rather than printing materials that may or may not be distributed by communities. The seedling outreach was piloted at the Wayne County Household Hazardous Waste event at Westland Mall on August 28, 2010. Some 1,000 seedlings were distributed to participants in the HHW event. This event enabled ARC staff to do the following:

- Make direct contact with the public to promote the Alliance of Rouge Communities.
- Directly distribute focused public education materials with the seedlings. These materials included *The Value of Trees* brochure and illicit connection hotline brochures.
- Promote the ARC website. Recipients of seedlings were asked to register their trees on the ARC website.

DESCRIPTION OF ANTICIPATED ACTIVITIES: This task would cover the cost of purchasing tree seedlings to distribute at up to three public events, the time to plan and prep for the events and printing and related graphics support for the seedling packaging. Finally, this task will pay for ARC staff and Wayne County staff to plan the events, staff the events and provide support.

RATIONALE (including why needed): This activity would help ARC communities fulfill the public education program (PEP) requirements as it relates to stewardship and watershed awareness. It will also promote the ARC to residents of ARC communities.

BUDGET (including how the requested amount was established): \$17,500

- *2,000 Seedlings:* \$2,500 for seedlings is based on the fact that 1,000 Norway Spruce seedlings cost \$1,100 in 2010. The cost for 2,000 seedlings would be approximately \$2,200. The \$2,500 figure anticipates any increases in the cost of seedlings or shipping. (*Wayne County task*)

- *Printing:* \$5,000 for any printed materials included with the trees, packaging, labels and other incidentals. This cost also provides for small printings of other materials as requested by ARC communities. (*\$2,500 for Wayne County and \$2,500 for ARC staff*)
- *Management and Distribution:* \$10,000 in labor for ordering, packaging and distributing the trees. (\$5,000 for Wayne County and \$5,000 for ARC staff, which represents approximately 44 hours of staff time for the year)

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The Chair of the Public Involvement and Education Committee (currently, Ms. Brandy Siedlaczek) will oversee the task on behalf of the PIE Committee. ARC Executive Director staff and Wayne County staff will track and manage inventory and orders, distribute seedlings, and perform other activities required by this task.



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ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2011 BUDGET RECOMMENDATION

REQUEST DATE: September 7, 2010

LINE ITEM: ARC Website Update and Maintenance (PIE 3)

COMMITTEE MAKING REQUEST: PIE

BACKGROUND: Monthly maintenance and regular updates are required for the ARC website (www.allianceofrougecommunities.com) This task would provide budget to pay the monthly website fee and staff time to provide regular updates to the site.

DESCRIPTION OF ANTICIPATED ACTIVITIES: This budget would cover the cost of monthly maintenance, including adding graphics, editing and review and the monthly website fee.

RATIONALE: This activity would provide for technical support to the website as well as production of a website that is useful to ARC members and the general public.

BUDGET: \$7,750. The budget is based on hours per month to perform updates and maintenance and the monthly website fee. Annual website fee: \$540; Graphics, editing and review: \$5,640 (86 hours)

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The Chair of the Public Involvement and Education Committee (currently, Ms. Brandy Siedlaczek) will oversee the task on behalf of the PIE Committee. The ARC Executive Director staff will perform the work.



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ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2011 BUDGET RECOMMENDATION

REQUEST DATE: September 8, 2010

LINE ITEM: Watershed Stewardship and Reporting (PIE 4)

COMMITTEE MAKING REQUEST: PIE

BACKGROUND: Partnerships are critical for Friends of the Rouge in meeting its mission to promote restoration and stewardship of the Rouge River ecosystem. To sustain and grow these partnerships and to promote the organization, FOTR must attend local and regional meetings and events. This year, FOTR will partner with the ARC to produce two River Restoration Workshops: one focused on grow zone maintenance and the second focused on green landscaping for homeowners. Both workshops will build off a roundtable meeting FOTR is partnering with the ARC to put on in late 2010. Additionally, FOTR will attend various community and regional events to promote stewardship of the Rouge River and to promote the ARC. Finally, the FOTR will provide the ARC a detailed report on various activities sponsored around the watershed, including the Frog and Toad Survey, Benthic Macroinvertebrate Surveys, and Rouge Rescue to assist ARC members in reporting these activities for as part of their annual reports.

DESCRIPTION OF ANTICIPATED ACTIVITIES: This budget would cover the cost of two workshops, participation in community events and the 2011 annual summary of participation in FOTR activities. Specific activities are as follows:

Task 1: Local & Regional Outreach

March/April 2011: A Grow Zone Maintenance Workshop, in partnership with the ARC, will be held for approximately 50 participants to kick off the Adopt a Grow Zone program. The focus of the workshop will be to train volunteers on the protocol of the program as well as grow zone maintenance techniques in an effort to engage volunteers in maintaining grow zones on public land.

Late February/Early March 2011: Friends of the Rouge and the ARC will coordinate a Grow Zone workshop for approximately 100 watershed homeowners. The workshop will be broadly based and cover a number of topics to teach residents what they can do in their own yards to improve water quality. Specific topics will include gardening with native plants and the benefits of rain gardens and stream-side buffers. Information on river friendly lawn care and invasive plants will be briefly covered and handouts will be provided. The Grow Zone Maintenance workshop will be promoted at this workshop and attendees will be encouraged to participate in the Adopt a Grow Zone program.

Examples of the types of community events to be attended by FOTR staff include:

RRAC/AOC, Detroit River Days, Cranbrook Water Festival, University of Michigan-Dearborn Water Festival, State of the Strait Conference, Earth Day Events, Stewardship Network Cluster Planning Meetings and various community events.

Budget: \$16,445

Task 2: Annual Report

Friends of the Rouge will develop and generate an annual report of the activities it conducts that help ARC members fulfill the requirements of the storm water permit. This will include all FOTR programs (Rouge Rescue, Rouge Education Project, Benthic Monitoring, Frog and Toad Survey, River Restoration) and Local and Regional Outreach. Information will include event dates and locations; number of volunteers; residency of volunteers, etc.

Budget: \$2,145

RATIONALE: These activities support the ARC mission of providing public education and supporting river stewardship, as well as providing a tool for ARC members' annual reporting.

TOTAL BUDGET: \$18,590. This budget is based on the following:

Task 1:

Grow Zone Maintenance Workshop: \$2,361 (labor for two FOTR staff and expenses)
 Grow Zone Workshop for homeowners: \$2,516 (labor for two FOTR staff and expenses)
 Community Events: \$12,155 (for attendance at 15-20 meetings/events)
 Total: \$16,445

Task 2:

Annual Report: \$2,145 for FOTR staff (five staff members) to generate the annual report.

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The Chair of the Public Involvement and Education Committee (currently, Ms. Brandy Siedlaczek) and ARC staff will oversee this task on behalf of the PIE Committee. FOTR will perform the work.



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*James W. Ridgway, P.E.
Executive Director*

2011 EXECUTIVE DIRECTOR SERVICES BUDGET HIGHLIGHTS

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
Inkster
Lathrup Village
Livonia
Melvindale
Northville
Northville Twp.
Novi
Oak Park
Oakland County
Orchard Lake
Plymouth
Plymouth Twp.
Pontiac
Redford Twp.
Rochester Hills
Romulus
Southfield
Troy
Van Buren Twp.
Walled Lake
Washtenaw County
Wayne
Wayne County
Wayne County Airport
Authority
Westland
Wixom

The proposed 2011 Executive Director Services included an increase of about 6% because of overhead adjustments and slight salary increases.

However, the Organization Committee recommended that the 2011 ED Services budget remain at the 2010 amount, but that the ED staff provide the level of service represented by the original proposed 2011 budget.

- The 2011 increase is \$9,032 over the 2010 ED Services Budget.
- The ED staff proposes to use the \$9,032 to provide some match for ARC grant funded projects, specifically:
 - \$6,693 to provide grant management for the RPO Round X Wayne Road Dam Design project.
 - \$2,339 to provide grant management for the RPO Round X Rouge Green Corridor Urban Habitat Improvement project.

This funding will reduce the amount of ARC dues needed to match the Round X projects, and falls within services typically provided by ED staff.

Cooperating Partners:

*Cranbrook Institute of Science
Friends of the Rouge
Southeastern Oakland
County Water Authority
Wayne State University*



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ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2011 BUDGET RECOMMENDATION

REQUEST DATE: September 28, 2010

LINE ITEM: OC1 Executive Director Services

COMMITTEE MAKING REQUEST: Organization Committee

BACKGROUND: The ARC hired Environmental Consulting & Technology (ECT) in early 2007 to provide Executive Director Services to the ARC. Based on ECT's performance to date, the ARC Officers requested an updated cost proposal from ECT. Attached is the breakdown of hours and costs. The service level is similar to what the ARC has received from ECT since 2007.

DESCRIPTION OF ANTICIPATED ACTIVITIES: The Executive Director Staff oversees the day-to-day affairs of the Alliance of Rouge Communities, including fiduciary services and budget. Additional duties for 2011 include:

- Staffing and facilitation of the full ARC (3 meetings); the Executive Committee (6 meetings); the Organization Committee (4 meetings) and the Subwatershed Advisory Groups (SWAGs) (1 meeting for three combined SWAGs).
- Distribution of meeting materials and FOIA services
- Serving as the Primary Liaison and Advocate for the Rouge River Watershed
- Quick Books Monthly Tracking and Reporting
- Facilitation of the Finance Committee meetings (4 meetings)
- Administrative Oversight/Contractor Management/Ongoing Support
- ARC Marketing & Communications
- Annual Report

This request includes the budget for facilitation and oversight of the Technical Committee (4 meetings) and the Public Involvement and Education Committee (4 meetings) as well as preparation of the 2012 committee budgets.

Added Task: The Technical Committee has requested that the *Pursuing Grant Opportunities* task be removed from the Technical Committee's responsibility and transferred to the Executive Director Services contract. This represents \$10,000 in non-federal ARC monies to pursue grants in 2011.

RATIONALE: The Alliance of Rouge Communities needs an executive director to manage its day to day activities and finances.

BUDGET: ECT submitted an estimated 2011 budget of \$168,803 for the above services (not including the grant writing task) which reflects the same hours, but includes a 6% increase in budget based on overhead and salary. However, the Organization Committee is requesting ECT's compensation for Executive Director Services remain at the 2010 level of \$159,771 for the same hours reflected in the budget.

| | |
|---|------------------|
| RECOMMENDATION: Executive Director Services: | \$159,771 |
| Pursuing Grant Opportunities: | <u>\$ 10,000</u> |
| TOTAL: | \$169,771 |

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The Executive Committee must approve any extension of contract with the Executive Director in 2011. The Executive Director will report to the ARC Chair.

2011 ARC EXECUTIVE DIRECTOR PROPOSED BUDGET

August 17, 2010

| Task No. | Task Description | ECT Staff Hourly Rate | Jim Ridgway \$60 | Annette Demaria \$40 | Zachare Ball \$38 | Chris Omeara \$28 | Total Labor Costs by Task | Overhead @ 1.8452 | Fixed Fee @ 15% | Total Cost by Task |
|----------|--|--------------------------|------------------------|----------------------------|-------------------------|-------------------------|------------------------------|----------------------|--------------------|---|
| 1 | EXECUTIVE DIRECTOR ARC MEMBERSHIP MEETING SUPPORT | | | | | | | | | |
| 1a | Full Alliance Meetings (3) [2nd, 3rd & 4th Q] | | 18 | 6 | 18 | 30 | \$2,844 | \$5,248 | \$1,214 | \$9,306 |
| 1b | Executive Committee (6) | | 27 | | 20 | 51 | \$3,808 | \$7,027 | \$1,625 | \$12,460 |
| 1c | Organizational Committee (4) | | 24 | | 24 | 8 | \$2,576 | \$4,753 | \$1,099 | \$8,429 |
| 1d | SWAGs (1 each =3 mtgs)) | | 10 | 5 | 10 | | \$1,180 | \$2,177 | \$504 | \$3,861 |
| | Total Hours Task 1 Meetings | | 79 | 11 | 72 | 89 | | | | Total Cost Task 1 Meetings \$34,055 |
| 2 | EXECUTIVE DIRECTOR SERVICES & OPERATIONS | | | | | | | | | |
| 2a | Routine Distribution of Materials/FOIA & Open Meetings Act | | | | | 100 | \$2,800 | \$5,167 | \$1,195 | \$9,162 |
| 2b | Advocate for RR Watershed & Primary Liaison | | 180 | | | 75 | \$12,900 | \$23,803 | \$5,505 | \$42,209 |
| 2c | Quick Books Monthly Tracking & Reporting (8 hours/mo) | | | | | 120 | \$3,360 | \$6,200 | \$1,434 | \$10,994 |
| 2d | Finance Committee (4) | | 8 | | 8 | 36 | \$1,792 | \$3,307 | \$765 | \$5,863 |
| 2e | Administrative Oversight/ Contractor Management/Ongoing Support | | 20 | | 80 | 20 | \$4,800 | \$8,857 | \$2,049 | \$15,706 |
| 2f | ARC Marketing & Communications Strategy | | 8 | | 24 | 12 | \$1,728 | \$3,189 | \$737 | \$5,654 |
| 2g | Annual Report | | 2 | 2 | 12 | 8 | \$880 | \$1,624 | \$376 | \$2,879 |
| | Total Hours Task 2 Support for the ARC | | 218 | 2 | 124 | 371 | | | | Total Cost Task 2 Support for the ARC \$92,466 |
| 3 | TECHNICAL COMMITTEE SUPPORT | | | | | | | | | |
| 3a | Technical Committee (4) + Budget Requests Preparation | | | 150 | | | \$6,000 | \$11,071 | \$2,561 | \$19,632 |
| | See Technical Committee Budget Request Packet for other Executive Director assigned tasks. | | | | | | | | | |
| | Total Hours Task 3 Technical Committee Support | | 0 | 150 | 0 | 0 | | | | Total Cost Task 3 Technical Committee Support \$19,632 |
| 4 | PUBLIC INVOLVEMENT & EDUCATION | | | | | | | | | |
| 4a | Public Involvement & Education Committee (4) + Budget Requests Preparation | | | | 150 | | \$5,700 | \$10,518 | \$2,433 | \$18,650 |
| | See PIE Committee Budget Request Packet for other Executive Director assigned tasks. | | | | | | | | | |
| | Total Hours Task 4 Public Involvement & Education | | 0 | 0 | 0 | 0 | | | | Total Cost Task 5 Grant Support \$18,650 |
| 5 | PURSUING GRANT OPPORTUNITIES | | | | | | | | | |
| 5a | Grant Preparation (up to 6 grant applications) | | | | | | \$0 | \$0 | \$0 | \$20,000 |
| | Total Hours Task 5 Pursuing Grant Opportunities | | 0 | 0 | 150 | 0 | | | | Total Cost Task 5 Grant Support \$20,000 |
| | Total Estimated Hours by ECT Staff | | 297 | 163 | 346 | 460 | | | | EXPENSES \$4,000 |
| | | | | | | | | | | TOTAL ARC EXECUTIVE DIRECTOR \$188,803 |
| | | | | | | | | | | RECOMMENDED ARC ED SERVICES \$179,771 |



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ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2011 BUDGET REQUEST

REQUEST DATE: September 13, 2010

LINE ITEM: FC1 – Accounting/Lawyer Services

COMMITTEE MAKING REQUEST: Finance Committee

BACKGROUND: The Alliance of Rouge Communities voted in September 2008 to budget for lawyer and accountant fees starting in 2010. The ARC will be required to provide an audit as part of future grant requests. This line item is also budgeting for any potential lawyer services that the ARC may require.

DESCRIPTION OF ANTICIPATED ACTIVITIES: This line item would cover the accountant services to do the annual audit for 2010 for the ARC along with the annual tax return. These funds will also be used for any potential legal tasks related to the ARC in 2011.

RATIONALE: The budget allocation would cover the costs incurred by a law firm and accounting firm.

BUDGET: \$7,500. This budget item will be paid with 100% ARC dues.

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The Chair of the Finance Committee (Mr. Dan Swallow) will oversee this task on behalf of the Finance Committee. The ARC Executive Director staff will work with the law firm and accounting firm.



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ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2011 BUDGET REQUEST

REQUEST DATE: September 13, 2010

LINE ITEM: FC2 ARC Insurance

COMMITTEE MAKING REQUEST: Finance Committee

BACKGROUND: In previous years, the ARC approved an insurance contract for liability insurance coverage for its directors and officers. This request is a continuation of the same policy coverage as in previous years.

DESCRIPTION OF ANTICIPATED ACTIVITIES: The insurance is needed to protect the directors and officers (and any other ARC member) against claims filed against them as executives of the organization.

RATIONALE (including why needed): The ARC Bylaws require that the ARC have insurance.

BUDGET (including how the amount requested was established): \$4,000 based on an estimated budget. \$4,000 was budgeted in 2010. It is anticipated that this line item will be confirmed prior to the October 26, 2010 Full ARC meeting.

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: The Executive Director will ensure the insurance coverage does not lapse in 2011.



DRAFT Purchasing Policy (with Excluded Parties insert)
Adopted by the Alliance of Rouge Communities on 9/23/08
Revised on 9/9/10

PURPOSE

The purchasing policy is to provide the Alliance of Rouge Communities (ARC) a reference tool regarding the purchasing of goods and services.

Specifically, the purpose of a purchasing policy for the Alliance of Rouge Communities is to:

- Ensure proper accounting procedures necessary to maintain efficient control over the ARC's expenditures.
- Ensure necessary authorization is obtained for applicable expenditures.
- Detail specific procedures for emergency purchases.
- Identify eligible expenditure reimbursements.
- Specify vendor selection guidelines.
- Detail the procedure for processing of invoices.
- Detail the procedure for check distribution.

EXPENDITURE CONTROL

A summary of the purchasing policy is provided in the following table with more detail provided in the following paragraphs.

| Amount of Purchase | \$0 to \$999 | \$1,000 to \$4,999 | \$5,000 to \$9,999 | \$10,000 to \$19,999 | Over \$20,000 |
|--|--------------|--------------------|--------------------|----------------------------|----------------------------|
| Public Bids/Proposals Required | NO | NO | NO | NO | YES |
| Quotes Required | NO | 3 Verbal | 3 Written | 3 Written | -- |
| Type of Documentation Required | Receipt | Purchase Order | Purchase Order | Purchase Order | Contract |
| Formal Approval Required By | NO | Exec. Director | Exec. Director | Exec. Director AND Officer | Exec. Committee |
| Signature Required on PO and/or Contract | -- | Exec. Director | Exec. Director | Exec. Director AND Officer | Exec. Director AND Officer |

- **For Purchases between \$ 0.00 to \$ 999.00**
The Executive Director can authorize with his/her signature. A receipt is required
- **For purchases between \$ 1000.00 to \$ 4,999.00**
The Executive Director can authorize with his/her signature. Price comparison shall be prepared and attached to purchase order. Verbal quotes are acceptable. A Purchase Order shall be issued.

- **For purchases between \$ 5,000.00 to \$ 9,999.00**
The Executive Director can authorize with his/her signature. Price comparison shall be prepared and attached to purchase order. Three written quotes will be received. A Purchase Order shall be issued.
- **For Purchase between \$ 10,000.00 to \$19,999.00**
Purchases exceeding \$10,000.00 can be authorized by signature of the Executive Director of the ARC and an ARC officer. Price comparison schedule shall be prepared and/or reason for vendor selection to be filled out and attached to purchase order. Three written quotes will be received. A Purchase Order shall be issued.
- **\$20,000.00 and higher**
Formal, publically advertised, competitive sealed bids/proposals are required. A Request for Bids/Proposals shall be developed by the Executive Director, which shall be approved by the ARC Executive Committee. The Request for Bids/Proposals shall require interested bidders/proponents to provide the following information as appropriate:
 - description of service or goods desired
 - desired delivery date or commencement date
 - desired termination date
 - bidder's/proponent's qualifications
 - warranties
 - references
 - performance bonds (if required)
 - acquisition cost, fees, or other potential ARC financial obligation

The Request for Bids/Proposals shall also indicate the following information:

- deadline to submit
- date, time and place that bids/proposals will be publicly opened
- address to which bids/proposals are to be submitted

All Requests for Bids/Proposals shall include a statement that the Alliance of Rouge Communities reserves the right to accept or reject any or all bids/proposals to waive informalities or errors in the process, and to accept any bid/proposal deemed to be in the best interest of the ARC, including bids/proposals that are not for the lowest amount.

Sealed bids/proposals shall be submitted to the ARC Executive Director by a date and time specified, and shall be marked on the outside "sealed bid/proposal for _____ (indicate goods and or services)." Each bid/proposal shall be stamped with date and time received. The ARC Executive Director or her/his designee and one ARC Executive Committee Member shall publicly open all bids/proposals submitted at the date and time indicated on the request for bids/proposals. All bidders/proponents shall be notified of the contract award in a timely manner.

No purchase shall be divided for the purpose of circumventing the dollar value limitation contained in this section. However, a series of purchases from one vendor which individually are within the above limits, but collectively exceed them, shall not be deemed to be one purchase for the purposes of this division if such series of purchases could not reasonably have been made at one time.

EXCEPTIONS TO PRICE COMPARISON OR COMPETITIVE BID/PROPOSAL REQUIREMENTS

As described above, purchases between \$1,000 and \$19,999 require price comparison and purchases above \$20,000 require a competitive process for bids/proposals. Criteria for when an exception to these requirements may be made are:

- (1) Where there is only one source able, suitable, or acceptable to provide the service or equipment desired;
- (2) Where the subject of the contract is not competitive in nature and/or no advantage to the ARC would result from requiring competitive bidding; or
- (3) Where the urgency of the need is determined to be of an emergency nature by the Executive Director or ARC Chair and time requirements imposed for receipt of quotations for price comparison or competitive, sealed bids would be detrimental to the best interest of the ARC. Such emergency procurements shall be made with such competition as is practicable under the circumstances.

For exceptions based on criteria (1) and (2), documentation of potential exceptions to the price comparison or competitive bid/proposal requirements should be included in the request forms for annual budget items or amendments to budget items submitted to the Finance Committee by an ARC Committee. After the Finance Committee has verified that a sole source vendor or a sole source purchase is warranted, the purchase will proceed according to other terms of this policy.

For exceptions based on criteria (3), the Executive Director or ARC Chair will proceed with the emergency procurement and will provide a report to the Executive Committee and Full ARC that describes the details of the needed service or equipment, documentation of the emergency circumstances, actions taken, and details of the expenditure.

DETERMINATION OF DEBARMENT OR SUSPENSION STATUS BEFORE AWARDING OF CONTRACTS

For award of contracts where federal funds will be utilized (e.g., contract funded by a grant award to the ARC by a federal agency), the ARC will require that the selected contractor, consultant, subgrantee, or individual confirm that:

1. They are not excluded or disqualified sub-grantees or contractors in any federal program,
2. They are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency;
3. They are not included on the "Excluded Parties List" system maintained by the federal government,
4. They have not, within the three year period preceding the proposal, had one or more public transactions (federal, state or local) terminated for cause or default, and
5. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it as follows:
 - a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;
 - b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging, or
 - c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
6. The contractor, consultant, subgrantee, or individual agrees that it shall not knowingly enter into any subcontract with a contractor, consultant, or person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.

An authorized representative of the prospective ARC contractor or subgrantee is required to sign a statement verifying that they are not suspended or debarred from doing business with the federal government as described by items 1-6 above. After contract execution, the contractor shall provide immediate written notice to the ARC if, at any time, contractor or subgrantee learns that its certification

was erroneous when submitted or has become erroneous by reason of changed circumstances. If the ARC determines that the consultant, subgrantee, or individual knowingly rendered an erroneous certification, in addition to other remedies available to the ARC, the ARC County may terminate this Contract for cause or default.

The terms “covered transaction”, “debarred”, “suspended”, “ineligible”, “lower tier covered transaction”, “Grantee”, “person”, “primary covered transaction”, “principal”, “proposal”, and “voluntarily excluded”, as used in this clause, have the meaning set out in the Code of Federal Regulations (45 CFR Part 76).

PURCHASE ORDERS

All purchases shall require the issuance of a purchase order as described in Expenditure Control, except for the following expenditures:

- Utilities
- Telephone
- Postage
- Publications
- Fuel oil and gasoline
- Intergovernmental Contracts/Inter Agency Agreement
- Per Diems
- Insurance
- Payroll withholdings
- Contractual Obligations
- Professional Services Authorized by the ARC Executive Committee

A purchase order shall be issued provided that the nature of the purchase is indicated, the account number (taken from the annual budget) is provided and the account has a sufficient balance.

BLANKET PURCHASE ORDERS

Requests for blanket purchase orders shall be made in the same manner as other purchases. The blanket purchase order shall contain the vendor, a general description of item(s) requested, amount of appropriation, period of time the blanket order will remain valid (maximum of 1 year, but not beyond the current fiscal year) and account number to charge the expense.

After the blanket purchase order is issued, the Executive Director shall draw on the order and keep a record of the cost of the items received until the blanket purchase order is completed.

The Executive Director shall still be required to adhere to the requirements set forth in the expenditure control section of this policy, when issuing blanket purchase orders. When certain monetary levels are exceeded the proper authorization, quotes and bids/proposals shall still be obtained prior to purchase.

EXPENDITURE AUTHORIZATION

The Alliance of Rouge Communities shall not be responsible for any expenses incurred by an official or ARC member that is contrary to the provisions of this administrative policy. Authorization shall be obtained through the proper channels discussed in this purchasing policy.

EMERGENCY PURCHASES

Occasionally, situations arise that do not allow pre-approval for expenditures. Situations that require immediate attention for the sake of public health and safety should be addressed accordingly. The expenditure shall be provided by the ARC Executive Director or treasurer as soon as possible with the information explaining why the expenditure could not meet the pre-approval requirement.

TAX EXEMPT STATUS

The Alliance of Rouge Communities is a tax-exempt entity and is not required to pay tax. Occasionally, ARC Staff Members purchase goods and/or services with their own funds and submit for reimbursement. Whenever possible, ARC members should obtain a tax-exempt certificate from the ARC Executive Director prior to the purchase.

PROCESSING OF INVOICES

Requests for payments to vendors shall be documented in writing by a vendor invoice or, in the few instances where no invoice is forthcoming, by a written request by the ARC Executive Director. Except for rare exceptions (example: lost invoice), only original invoices shall be processed for payments, as statements or copies of invoices may result in duplicate payments.

ARC member expense reimbursements shall be documented on an expense voucher prepared by the ARC member. Invoices and expense vouchers shall include the following:

- Vendor name and mailing address
- Purpose of payment
- Total amount due
- Unit price and units delivered
- Date goods were delivered or services rendered
- Attached purchase order or resolution

CREDIT CARDS

The Alliance of Rouge Communities will not issue nor allow the use of credit cards issued in the name of the ARC.

Receipts must be obtained for all purchases made using a personal credit card and submitted to the Executive Director's Office for tracking to respective invoices/billings. In those instances when a purchase order or voucher has not been approved prior to the purchase, the credit card holder shall submit receipts clearly marked with the appropriate account to be charged immediately upon return to the ARC to properly account for the purchase.

CHECKING ACCOUNT

The ARC will maintain an interest bearing (when possible) checking account for purchases as defined by this policy. The Executive Director has the authority to request that a check be initiated. The ARC staff will generate the check. All ARC checks require the signatures of two members of the Executive Committee, being the Treasurer and one other member of the Executive Committee.

CONFLICTS

The Executive Director must notify the ARC Executive Committee, in writing, of any known or perceived conflicts of interest within 48 hours of becoming aware of the potential conflict. The Executive Committee shall determine whether, in their opinion, a conflict exists. The decision will be forwarded, in writing, to the Executive Director within seven days of the conclusion of next Executive Committee meeting. The decision of the Executive Committee is final. If it is determined that a conflict exists, the Chair of the ARC, or his/her designee, will assume the duties of the purchasing agent.

EXAMPLE CERTIFICATION FORM
****WILL NOT BE INCLUDED IN ARC PURCHASING POLICY****

**Certification Regarding
Debarment, Suspension, and Other Responsibility Matters**

The undersigned prospective contractor to the ARC certifies, to the best of its knowledge and belief, that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency;
- (2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - (a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;
 - (b) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - (c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to five years, or both.

Name and Title of Authorized Representative

Name of Participant Agency or Firm

Signature of Authorized Representative Date

I am unable to certify to the above statement. Attached is my explanation.