



Working together, restoring the river

James W. Ridgway, P.E.
Executive Director

DRAFT AGENDA EXECUTIVE COMMITTEE MEETING

Tuesday, March 26, 2013, 1:30 p.m.
Southfield Parks and Recreation, Room 223/224
26000 Evergreen Road

1. **Welcome** – Kevin Buford, Chair
2. **Roll Call of Members** (ECT) and record of others present

<i>Alliance of Rouge Communities Executive Committee</i>		
Officers		
Chair	Kevin Buford	Westland
Vice-Chair	Jim Murray	Dearborn
Treasurer	Brandy Siedlaczek	Southfield
Past Chair	Gary Mekjian	Farmington Hills
Counties		
Oakland Co. – Rep.	Jim Nash	OCWRC
Oakland Co. – Alt.	Jim Wineka	OCWRC
Washtenaw Co.- Rep.	Evan Pratt	WCWRC
Washtenaw Co.- Alt.	Heather Rice	WCWRC
Wayne Co. - Rep.	Kelly Cave	WCDPS
Wayne Co. - Alt.	Noel Mullett	WCDPS
SWAGs		
Main 1 & 2 - Rep.	Wayne Domine	Bloomfield Township
Main 1 & 2 - Alt.	Vacant	
Main 3 & 4 - Rep.	Vacant	
Main 3 & 4 - Alt.	Vacant	
Upper - Rep.	Karen Mondora	Farmington Hills
Upper - Alt.	Don Rohraff	Livonia
Middle 1 - Rep.	Tom Casari	Northville Twp.
Middle 1 - Alt.	Adam Wayne	Novi
Middle 3 - Rep.	Jack Barnes	Garden City
Middle 3 - Alt.	Vacant	
Lower 1 - Rep.	Bob Belair	Canton Township
Lower 1 - Alt.	Vacant	
Lower 2 - Rep.	Ramzi El-Gharib	Wayne
Lower 2 - Alt.	Roberto Scappaticci	Romulus

Cooperating Partners:

Cranbrook Institute of Science
Friends of the Rouge
Rouge River Advisory Council
Southeastern Oakland
County Water Authority
Wayne State University

3. Additions or Changes to Draft Agenda		
4. Summary of October 30, 2012, Executive Committee Meeting	Action	3
5. Executive Director Report (Ridgway)		
a. Grant Status Report	Information	10
b. Legacy Project Update	Information	
c. Permit Update	Information	
d. Draft ED Services 2012 Annual Report	Information	
6. Standing Committee Reports (Buford)		
a. <u>Finance Committee</u> (Siedlaczek, Treasurer/O’Meara)		
i. 2012 A133 Audit	Information	
ii. 2013 Dues	Information	12
iii. 2013 A/R and A/P Reports	Information	
iv. 2013 Budget Amendments		
1. Organization Committee Amendment 1	Action	16
v. ECT Contract Amendment	Action	
b. <u>Organization Committee</u> (Cave, Co-Chair)		
i. Bylaws	Information	
ii. Ban on Texting While Driving Policy	Action	19
iii. Grant Eligibility And Management Requirements Policy	Action	20
iv. Strategic Plan	Action	23
v. Funding White Paper	information	
c. <u>PIE (Public Involvement and Education) Committee</u> (Siedlaczek, Chair)		
i. Status Report	Information	
d. <u>Technical Committee</u> (Mondora, Chair)		
i. Status Report	Information	
7. Report from WCDPS (Cave)		
a. Status Report	Information	
8. Other Business		
9. Summary of Executive Committee Actions (O’Meara)		
10. Upcoming Meetings		
• Full ARC Meeting, March 28, 1:30 p.m. – 3:30 p.m., Henry Ford Community College, Rosenau Conference room, 5101 Evergreen Rd., Dearborn, AS building (Andrew Mazzara Administrative Services and Conference Center)		
• Organization Committee Meeting, April 23, 1:30 p.m., Farmington Hills		
• PIE Meeting, May 23, location and time TBD		
• PIE Meeting, July 11, Beverly Hills		
11. Adjourn		



Working together, restoring the river

James W. Ridgway, P.E.
Executive Director

DRAFT EXECUTIVE COMMITTEE MEETING SUMMARY

Tuesday, October 30, 2012, 1:30 p.m.
Farmington Hills City Hall Community Room
31555 W. Eleven Mile Rd., Farmington Hills

1. Welcome – Gary Mekjian, Chair

2. Roll Call of Members

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

ARC Executive Committee			Attended Meeting
Officers			
Chair	Gary Mekjian	Farmington Hills	Y
Vice-Chair	Kevin Buford	Westland	Y
Treasurer	Don Rohraff	Livonia	N
Past Chair	Tim Faas	Canton Twp.	Y
Counties			
Oakland Co. – Rep.	John McCulloch	OCWRC	N
Oakland Co. – Alt.	Jim Wineka	OCWRC	Y
Oakland Co. – Alt.	Joseph Colaianne	OCWRC	N
Washtenaw Co.- Rep.	Janis Bobrin	WCWRC	N
Washtenaw Co.- Alt.	Heather Rice	WCWRC	Y
Wayne Co. - Rep.	Kelly Cave	WCDPS	N
Wayne Co. - Alt.	Noel Mullett	WCDPS	N
SWAGs			
Main 1 & 2 - Rep.	Brandy Siedlaczek	Southfield	Y
Main 1 & 2 - Alt.	Wayne Domine	Bloomfield Township	N
Main 3 & 4 - Rep.	Jim Murray	Dearborn	Y
Main 3 & 4 - Alt.	VACANT		
Upper - Rep.	Karen Mondora	Farmington Hills	Y
Upper - Alt.	Kevin Maillard	Livonia	N
Middle 1 - Rep.	Tom Casari	Northville Township	Y
Middle 1 - Alt.	Adam Wayne	Novi	Y
Middle 3 - Rep.	Jack Barnes	Garden City	N
Middle 3 - Alt.	VACANT		
Lower 1 - Rep.	Bob Belair	Canton Township	Y
Lower 1 - Alt.	VACANT		
Lower 2 - Rep.	Ramzi El-Gharib	Wayne	N
Lower 2 - Alt.	Tom Wilson	Romulus	N

Others Present: Annette DeMaria, Zachare Ball, and Chris O'Meara, ECT Staff

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

Cooperating Partners:

Cranbrook Institute of Science
Friends of the Rouge
Rouge RAP Advisory Council
Southeastern Oakland County Water Authority
Wayne State University

3. Additions or Changes to Draft Agenda

Gary Mekjian changed 6.a.i to an action item.

4. Summary of October 4, 2012 Executive Committee Meeting

The motion was made by Kevin Buford to accept the October 4, 2012 meeting summary. The motion was seconded by Karen Mondora. Motion passed.

5. Executive Director Report (ARC Staff reported on behalf of Jim Ridgway)

a. Grant Status Report

U.S. Forestry - Emerald Ash Tree Replacement

Zachare Ball reported that the first phase of tree plantings have begun.

b. Legacy Project Update

Annette DeMaria report that ARC Staff have been working on the match element of the project. Marathon has donated their legal team to look at the match issues. ARC Staff has worked with DWSD to collect a great deal of data. The preliminary assessment suggest that the Green Infrastructure activities will, in fact, become eligible as match. If DWSD's efforts are deemed "eligible" as match, the matching issue for the RIFS is solved. The ARC communities will not be asked to provide any match. The ARC's current efforts are being funded by a grant provided by the ERB Foundation. ARC staff continues to work with all parties, including EPA and MDEQ, to gain further commitments from the private industries to assure that once the full scope of the remediation is identified, the industries will take responsibility for matching to "real work." More importantly, the ARC and/or any ARC communities will not find themselves responsible for any aspect of this remediation.

c. Permit Update

Nothing new to report at this time.

6. Standing Committee Reports

a. Executive Director Services RFP Review Committee-Engineering Services (Mekjian)

Gary Mekjian discussed the options drafted for future ARC grants that require engineering services. The options that the Executive Committee is suggesting go to the Organization Committee to be incorporated into the ARC Purchasing Policy are:

- Select ECT to perform design and construction engineering services.
- Use one of the short listed firms (ECT, HRC, OHM team, or CarlisleWartman/CardnoJFNew) to perform design and construction engineering services with ARC staff grant administration.
- If the community/county involved wishes to, they may prepare an RFQ and select a consultant specific to their project as long as the process meets grant procurement requirements. This does not preclude any of the short listed firms from submitting. ARC staff would again provide the grant administration.

The motion was made by Jim Murray to review the three engineering options with the Full ARC and forward them to the Organization Committee to be incorporated into a revision of the Purchasing Policy. The motion was seconded by Kevin Buford and passed unanimously.

b. Finance Committee (C. O'Meara reported on behalf of Don Rohraff)

2011 A133 Audit

Chris O'Meara reviewed the A133 Audit results which showed no instances of noncompliance and no significant deficiencies.

A/R and A/P Reports

Chris O'Meara reviewed the accounts receivable and accounts payable reports. She reported that those communities still owing their dues including Melvindale, Oak Park, and Pontiac. These communities have been sent reminders and Jim Ridgway will be following up with a phone call.

2012 Budget Amendments

Zachare Ball reviewed the PIE Committee Amendment 1 which uses \$5,000 from unused expenses from PIE1 and PIE2 to pay for:

- Green Schools: \$2,500 to buy 25 trees for the Green Schools program for new schools. This budget would be added to the Green Schools – Trees task in the PIE 2012 Budget, which is administered by Wayne County.
- Riparian Homeowners' brochure: \$2,500 for design of the brochure and collecting related content for the ARC website. This budget is lower than originally anticipated because we will be using existing materials (Waterfront Wisdom).

This request requires no budget increase to the overall 2012 ARC budget.

C. O'Meara reviewed the Finance Committee Amendment 4 which increases the FC1 budget from \$15,000 to \$17,640. The budget item, an increase of \$2,640, will cover the final invoice received by the accountant and will be paid with 100% ARC dues. This amendment covers additional work related to the increase in grants from the prior year and because this was the first A133 audit there was additional testing required for the audit and additional financial statement schedules prepared for the taxes that were not budgeted for in 2012. ARC staff have received confirmation that no further costs will be incurred this year for accounting services.

The motion was made by Jim Murray to recommend to the Full ARC approval of the 2012 Budget Amendments (PIE Amendment 1 and FC Amendment 4) as presented by the Finance Committee. The motion was seconded by Tim Faas and passed unanimously.

2012 Contract Amendments

Zachare Ball reviewed the contract amendment to the scope of services for the Great Lakes Restoration Initiative (GLRI2) Appendix B (revised) with ECT. This amendment increases the total compensation for the scope of services from \$95,000 to \$115,000 to increase the funding for the design, construction oversight and grant administration and reporting. This budget is covered by GLRI2: Danvers Pond Dam Removal and stream Restoration.

The budget adjustment has been approved by the U.S. EPA GLRI grant officer and is necessary because of the following reasons:

- Unanticipated increase in the design and permitting of the project. It was anticipated that only contract documents would be required due to the design having been completed previously. Some of this was due to the fact that the design was 3 years old by the time final permitting and construction were taking place therefore due to the dynamics of the stream updated field information was required (bottom profile and sediment samples) and subsequent redesign of portions of the project.
- MDEQ permit application and requirements for dam removals project information had been updated since 2008, so the Permit package was redone to accommodate these needs.
- Project was redesigned to accommodate work only on Farmington Hills property.
- Meetings with property owners and association to discuss project, outcomes, and resolve concerns.
- Channel alignments discussions and summary responses.

- Seawall concern investigation and response.
- Contract documents were redesigned from only City of Farmington Hills property to include the required floodplain work on adjacent properties.
- Developing a project QAPP, conducting mid-project and final Quality Assurance reviews as required by the QAPP.
- Increased grant administration and technical advisory group activities, based on the extended time of the project and contract closeout requirements provided by EPA during the project.
- Development of IAAs for ARC and Farmington Hills.

The motion was made by Kevin Buford to recommend to the Full ARC the approval of the 2012 ECT GLRI2 Contract Amendment as presented by the Finance Committee. The motion was seconded by Jim Wineka and passed unanimously.

2013 Budget Recommendations

ARC Staff reviewed the 2013 budget recommendations. Chris O'Meara reviewed the Finance Committee budget recommendations as follows:

- FC1 – Accounting/Legal Services, \$17,000 - These funds will be used for the preparation of the 2012 taxes, preparation of the financial report and the required A133 audit. These funds would also cover any legal issues that may arise related to the ARC. This line item has increased from previous years due to the costs involved with the A133 audit. This budget item will be paid with 100% ARC dues.
- FC2 – ARC Insurance, \$4,000 – These funds will cover the directors and officers insurance that is required by the ARC Bylaws.
- Executive Director Services, \$178,421 - The Executive Director Staff oversees the day-to-day affairs of the Alliance of Rouge Communities, including fiduciary and budgeting services. Additional duties for 2013 include:
 - Staffing and facilitation of the full ARC (3 meetings); the Executive Committee (6 meetings); the Organization Committee (2 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 2013 committee budgets.

This request also includes the Grant Preparation budget for up to five grants. This represents \$20,000 in non-federal ARC monies to pursue grants in 2013.

- The 2013 PIE budget reflects a substantial decrease (\$40,180) in cost from the 2012 budget due to the fact that accommodations had to be made to find budget to pay for the benthic macroinvertebrate sampling that had been paid for by the GLRI grant and ERB foundation for 2011 and 2012. (The ARC paid for this in previous years) Because of ARC budget

constraints, the PIE budget was reduced to pay for the sampling, which is the foundation of the ARC's monitoring program. 2013 PIE Committee highlights are:

- (PIE 1) The *Green Infrastructure Activities* task budget is about \$20,000 lower, primarily because the ARC will not be creating new grow zones in 2013, instead choosing to monitor the existing 31 grow zones created by this program since 2009. We have also reduced the budget for rain barrel sales, because not as much ARC staff time is required to hold rain barrel sales since our vendor (Great Lakes Rain Barrels) conducts most of the logistical activities ARC staff once did. We have added a Collaborative PEP activity to develop a Collaborative PEP for ARC members that should reduce the amount of time spent reporting to the MDEQ. Finally, there is a PIE Initiatives subtask to provide budget for activities not described here that we may want to conduct as the year progresses, which will be subject to approval by the Finance Committee
 - (PIE 2) The *Public Education Materials* task has decreased budget for printed materials and giveaways and decreased budget for distribution (Wayne County). This task supports the purchase and distribution of seedlings at local events, such as community events, rain barrel sales and HHW collection days. The printing budget will pay for seedling packaging, bookmarks and magnetic clips.
 - (PIE 3) The *Website Maintenance* task budget remains the same and supports design, writing and maintenance fees for the ARC website.
 - (PIE 4) *Septic System Maintenance Workshops* which were part of previous PIE Committee budgets are being re-instituted to support the findings of the water quality monitoring activities in Main and Upper subwatersheds (CMI grant-funded), which is showing that there could be failing septic systems in some areas. In 2013, two workshops will be held in Franklin/Southfield and Farmington Hills.
 - (PIE 5) The *Watershed Stewardship and Reporting* task supports Friends of the Rouge presenting (with assistance from the ARC and Wayne County) four hands-on workshops for homeowners to design native plant gardens and a grow zone maintenance workshop for participants in the ARC's grow zone project from previous years (2009-12). Additionally, FOTR is working with ARC staff, Wayne County and PIE Committee members to facilitate a Grow Zone maintenance subcommittee to investigate ways to provide for ongoing maintenance of grow zones installed by the ARC, FOTR and Wayne County. *FYI, FOTR will provide \$2,500 match for the workshops that can be used by the ARC against the grant it receives from Wayne County.*
- Technical Committee Budget Recommendations include:

TC1 Rouge River Watershed Monitoring Activities, \$153,000 (including \$20,000 in volunteer time)

No Cost Items:

1. Continuous stream flow monitoring at six USGS sponsored sites (US1 – US5, US7).
2. Geomorphology assessment may be funded by other sources.

TC2 Storm Water Reporting System: Operation and Maintenance, \$12,400

1. Macroinvertebrate monitoring at 35 locations in the spring and fall of 2013, plus stonefly monitoring in the winter beginning in January of 2013.
2. Flow monitoring on the Lower Branch at two sites (US9 and L05D).
3. Dissolved oxygen monitoring on the Lower Branch at L05D.
4. Summarizing the 2012 water quality monitoring effort in a brief report for the Technical Committee and communities.
5. Development of a new 5 year monitoring plan for 2014-2018.

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. This will be accomplished by operating and maintaining the Reporting System previously developed.

This effort will include the following:

- a. Oversight and assistance to ARC members on system use, as requested;
- b. Maintenance of the reporting system including code refining, modifications to web interface and minor content modifications as found to be necessary;
- c. Administration of the reporting system including setting up user names, passwords, and troubleshooting any problems; and
- d. Troubleshooting and repairing programming issues as they arise.

Individual ARC members will be responsible for 1) input their community's information into the Reporting System, 2) printing their community's report from the Reporting System to create an individual report, 3) adding a cover letter and submitting their report to MDEQ, and 4) saving copies of individual reports for their records and audit purposes.

TC3 IDEP Investigations and Training, \$62,500

The tasks addressed under this initiative are A) illicit discharge elimination field investigations, B) IDEP training, and C) Collaborative IDEP plan. We anticipate that the new Phase II permit will allow for collaborative approaches. This watershed-wide approach to IDEP implementation is proposed in lieu of completing the more prescriptive IDEP requirements.

The motion was made by Kevin Buford to recommend to the Full ARC the approval of the 2013 Budget Recommendations as presented by the Finance Committee. The motion was seconded by Karen Mondora and passed unanimously.

c. Organization Committee

Zachare Ball reported that the Organization Committee will be reviewing storm water financing at their next meeting.

d. PIE (Public Involvement and Education) Committee

Brandy Siedlaczek reported that the PIE Committee's next meeting is scheduled for January 16 at 1:30 p.m. in Southfield.

e. Technical Committee

Karen Mondora reported that the Technical Committee will be working on the Collaborative IDEP plan along with reviewing the Funding Mechanisms for Correcting Illicit Connections white paper prepared by the ARC staff.

7. Report from WCDPS

Razik Alsaigh report on behalf of Kelly Cave that they anticipate the IAA's for Round XI will be out in November.

8. Other Business

A request was made to prepare a resolution in honor of Janice Bobrin's service to the ARC at the next Full ARC meeting.

9. Summary of Executive Committee Actions

- The motion was made to accept the October 4, 2012, meeting summary.
- The motion was made to review the three engineering options with the Full ARC and forward them to the Organization Committee to be incorporated into a revision of the Purchasing Policy.
- The motion was made to recommend to the Full ARC the approval of the 2011 A133 Audit and Financial Statement as presented by the Finance Committee.
- The motion was made to recommend to the Full ARC approval of the 2012 Budget Amendments as presented by the Finance Committee.
- The motion was made to recommend to the Full ARC the approval of the 2012 ECT GLR12 Contract Amendment as presented by the Finance Committee.
- The motion was made to recommend to the full ARC the approval of the 2013 Budget Recommendations as presented by the Finance Committee.

10. Upcoming Meeting(s)

- Technical Committee Meeting, November 1, 2012, 1:30 p.m., Northville Twp.
- Full ARC Meeting, November 7, 2012, 1:30 p.m. – 3:30 p.m., Novi Civic Center
- PIE Committee Meeting, January 16, 2013, 1:30 p.m., Southfield

11. Adjourn

The motion to adjourn the meeting was made by Kevin Buford and seconded by Jim Murray. The motion passed.



Ongoing ARC Grant Projects Status

Great Lakes Restoration Initiative (GLRI)

GLRI 1 (Transforming the Rouge)

This grant project was extended to June 30, 2013 to allow us to spend the remaining grant funding. The funding will be used to add 10 additional acres of grow zones, bringing the total to 35 acres of grow zones; complete additional post-construction monitoring events and monitor the Lola Valley (Wayne County Parks) re-seeding. Additionally, FOTR had grant funds remaining from the Erb grant which paid for an additional sampling event, the Winter Stonefly Search, which was held on January 26, 2013. ARC staff has begun writing the final report for this project

GLRI 2 (Danvers Pond Dam Removal, Farmington Hills)

This project is complete and the final report was approved by EPA-GLNPO.

NOAA Fisheries Grant - Wayne Road Dam Removal:

This project is substantially complete, with monitoring activities being conducted currently. Grant activities are slated to be complete June 30, 2013.

CMI Water Quality Monitoring Grant:

We have completed 5 rounds of dry weather sampling on Pebble Creek which crosses West Bloomfield, Farmington Hills and Southfield. These results indicate that the highest E. coli levels in the Creek are at Orchard Lake Rd (Geomean of 573 verses less than 250 at the other locations). Two more rounds of sampling will be completed in spring 2013. If the results are consistent, then field staff will walk the Creek between Orchard Lake and Farmington roads.

U.S. Forestry/GLRI 2011:

The Fall, 2012 planting (436 trees) was completed and verified by the end of 2012. The ARC will plant 729 trees this spring (including an additional 347 trees purchased with unused funds)

Public Advisory Council/Great Lakes Commission:

ARC staff has facilitated three meetings of the Rouge River Advisory Council (RRAC), formerly the Rouge RAP Advisory Council. The RRAC website has been designed. Work continues on the Lower Rouge Delisting Strategy based on current projects and planned projects along the Lower Rouge. Additionally, an update to the Rouge River Report Card is underway.

Erb Foundation Capacity Building for the Alliance of Rouge Communities:

The Private Partners are currently reviewing the draft proposal and will supply letters of support. In March, we will submit a draft application to the EPA to conduct monitoring and assessment of the sediment in the Lower Rouge Main Channel. We are requesting approx. \$830,000 from EPA and proposing to supply \$450,000 in non-federal funds which are being provided by DTE, Ford, Marathon, MDEQ and Erb Foundation. The goal of this project is to determine remediation options for mitigating the ecosystem impacts caused by the contaminated sediments. This will be accomplished by conducting Utility, Bathymetric, Shoreline / In River Structure, Sediment Transport, Streambank and Habitat Assessments,

Sediment Sampling /Analyses, Completion of a Feasibility Study, and Public Outreach. We anticipate that there may be some negotiation with the EPA before the application is approved. Once approved, the ARC will secure agreements from DTE, Ford and Marathon for the matching funds and enter into an agreement with EPA.

Outstanding Grant Applications

NOAA Great Lakes Habitat Restoration Regional Partnership Grant: The ARC, RRAC and the Detroit River AOC and several partners, applied for this grant which funds Area of Concern activities for fish and wildlife habitat related projects over a three-year period. If successful, the ARC could be responsible for overseeing up to \$3 Million in projects in the Rouge and Detroit AOCs over a three- year period.

NOAA Habitat Restoration Grant: The ARC applied for a \$250,000 design grant to design Phase III of the Oxbow at The Henry Ford (Greenfield Village) in Dearborn, which would connect the Oxbow to the channelized portion of the Rouge River.

U.S. Forest Service/GLRI Mitigate Emerald Ash Borer Impacts Grant: The ARC has applied for \$250,000 to replace 1,835 trees in 12 ARC member communities and Wayne County. This is similar to the grant received by the ARC in 2011.

2013 Area of Concern/Public Advisory Committee Grant: The ARC has applied for \$41,000 to complete three tasks: Facilitation of the Rouge Advisory Committee; Creation of project profile sheets on the Rouge AOC Priority Projects to remove Beneficial Use Impairments, and Creation of promotional fact sheets on the ARC's GLRI projects to show the storm water and habitat-related benefits of each project. (Danvers Pond Dam, Wayne Road Dam, Transforming the Rouge, 2011 U.S. Forest Service grant)

2:33 PM

03/20/13

Accrual Basis

Alliance of Rouge Communities
Profit & Loss Budget vs. Actual
 January through December 2013

	Jan - Dec 13	Budget
Ordinary Income/Expense		
Income		
47200 · Program Income		
47201 · Rain Barrel Sales	0.00	1,400.00
47230 · Rollover ARC Member Dues	0.00	8,914.58
47283 · 2013 ARC Membership Dues	141,347.00	268,953.00
Total 47200 · Program Income	141,347.00	279,267.58
48000 · Grants		
48298 · 2013 Rouge Project Grant Match	0.00	22,500.00
48299 · 2013 RRNWWDG Grant	0.00	243,286.00
48610 · GLC Grants		
48901 · GLC PAC Support Grant4	0.00	15,734.63
Total 48610 · GLC Grants	0.00	15,734.63
48611 · NOAA1 Wayne Rd. Dam Removal	0.00	138,887.86
48700 · GLRI Grant 2010		
48701 · GLRI1-Transforming		
48703 · GLRI1-Match	0.00	41,693.00
48701 · GLRI1-Transforming - Other	0.00	52,048.65
Total 48701 · GLRI1-Transforming	0.00	93,741.65
48702 · GLRI2-Danvers	1,038.00	1,038.00
Total 48700 · GLRI Grant 2010	1,038.00	94,779.65
48711 · CMI1 Monitoring TMDL	0.00	19,136.69
48811 · FS1 US Forestry EAB Restoration	0.00	263,240.11
48812 · Erb Family Foun.-Legacy Proj.	0.00	125,134.41
Total 48000 · Grants	1,038.00	922,699.35
Total Income	142,385.00	1,201,966.93
Expense		
603001 · GLC Projects		
604601 · SPAC4 RRAC Facilitation	1,138.71	16,874.34
Total 603001 · GLC Projects	1,138.71	16,874.34
60400 · 2010 Awards and Grants		
60410 · Organizational Committee		
60411 · OC1-Executive Director Services		
60405 · OC1-Expenses	521.81	4,500.00
60406 · OC1-Annual Report	65.08	3,985.00
60407 · OC1- Marketing & Comm. Strategy	260.28	4,164.00
60409 · OC1-Finance Committee	0.00	5,875.00
60413 · OC1-Executive Committee	0.00	10,597.00
60414 · OC1-Organizational Committee	2,114.80	2,900.00
60415 · OC1-Full Alliance Meetings	0.00	9,277.00
60416 · OC1-SWAGs	0.00	4,459.00
60417 · OC1-Materials Dist. & FOIA OMA	0.00	4,648.00
60418 · OC1-Advocacy & Liaison	5,136.03	39,507.00
60419 · OC1-Quick Books & Finance	3,315.58	16,732.00
60429 · OC1-PIE Mtgs and Budget Prep	1,138.73	19,521.00
60438 · OC1-Tech. Mtgs. & Budget Prep.	1,998.60	19,986.00
60440 · OC1- Adm. Oversight/Support	2,012.56	12,270.00
60442 · OC1-Grant Applications	11,565.46	20,000.00
Total 60411 · OC1-Executive Director Services	28,128.93	178,421.00
Total 60410 · Organizational Committee	28,128.93	178,421.00
60420 · Public Involv. & Education Com.		
60001 · PIE2-Public Ed Materials	65.07	15,500.00
60002 · PIE3-Wedsite Maintenance	650.72	7,750.00
6041 · PIE4-Septic system Main Worksho	537.63	4,500.00
6042 · PIE5-Watershed Steward & Report	0.00	13,500.00
60421 · PIE1-Green Infrast. Campaign	2,303.83	59,000.00
Total 60420 · Public Involv. & Education Com.	3,557.25	100,250.00
60430 · Technical Committee		
60004 · TC3-IDEP	0.00	62,500.00
60431 · TC1-R. R. Water. Monitor Act.	0.00	153,000.00
6449 · TC2-Stormwater Reporting System	398.00	12,400.00
Total 60430 · Technical Committee	398.00	227,900.00
Total 60400 · 2010 Awards and Grants	32,084.18	506,571.00

2:33 PM

03/20/13

Accrual Basis

Alliance of Rouge Communities
Profit & Loss Budget vs. Actual
 January through December 2013

	Jan - Dec 13	Budget
60451 · GLRI1 Transforming the Rouge		
60453 · GLRI1G-Grant Mangle/Reporting	294.37	
60455 · GLRI1F-Public Education	0.00	2,000.00
60457 · GLRI1D-Construct vall wds impv	648.41	
60463 · GLRI1-match	0.00	41,693.00
60451 · GLRI1 Transforming the Rouge - Other	0.00	52,048.65
Total 60451 · GLRI1 Transforming the Rouge	942.78	95,741.65
60470 · GLRI2 Danvers Dam Removal		
60474 · GLRI2C-Construction Oversight	1,038.00	1,038.00
Total 60470 · GLRI2 Danvers Dam Removal	1,038.00	1,038.00
60580 · CMI1 TMDL Monitoring	0.00	19,136.69
60590 · NOAA1 Wayne Dam Removal		
60592 · NOAA1B-Grant Report/Outreach	2,010.93	
60594 · NOAA1D-Monitoring	1,270.39	
60595 · NOAA1C-Construction Oversight	2,577.97	
60590 · NOAA1 Wayne Dam Removal - Other	0.00	138,887.86
Total 60590 · NOAA1 Wayne Dam Removal	5,859.29	138,887.86
60600 · FS1- US Forestry EAB Restore		
606001 · FS1A-Project Oversight	489.58	
606002 · FS1B-Tree Purchase/Installation	1,756.96	
606003 · FS1C-Grant Management	356.35	
60600 · FS1- US Forestry EAB Restore - Other	0.00	263,240.11
Total 60600 · FS1- US Forestry EAB Restore	2,602.89	263,240.11
60650 · ERB1-Legacy Proposal/Project		
60651 · ERB1A-GLLA Proposal	7,450.80	
60650 · ERB1-Legacy Proposal/Project - Other	0.00	125,134.41
Total 60650 · ERB1-Legacy Proposal/Project	7,450.80	125,134.41
62100 · Contract Services		
62110 · FC1-Accounting Fees	794.00	15,000.00
62140 · FC1-Legal Fees	0.00	2,000.00
Total 62100 · Contract Services	794.00	17,000.00
65100 · Other Types of Expenses		
65120 · FC2-Insurance - D&O	3,360.00	4,000.00
Total 65100 · Other Types of Expenses	3,360.00	4,000.00
Total Expense	55,270.65	1,187,624.06
Net Ordinary Income	87,114.35	14,342.87
Net Income	87,114.35	14,342.87

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03/20/13

Alliance of Rouge Communities
A/R Aging Summary
As of March 20, 2013

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Auburn Hills	257.00	0.00	0.00	0.00	0.00	257.00
Bloomfield Township	16,006.00	0.00	0.00	0.00	0.00	16,006.00
Canton Township	0.00	25,432.00	0.00	0.00	0.00	25,432.00
Commerce Township	522.00	0.00	0.00	0.00	0.00	522.00
Dearborn	24,214.00	0.00	0.00	0.00	0.00	24,214.00
Livonia	29,013.00	0.00	0.00	0.00	0.00	29,013.00
Melvindale	2,635.00	0.00	0.00	0.00	0.00	2,635.00
Northville Township	9,525.00	0.00	0.00	0.00	0.00	9,525.00
Plymouth Township	10,358.00	0.00	0.00	0.00	0.00	10,358.00
Pontiac	0.00	0.00	0.00	0.00	508.00	508.00
Redford Township	12,168.00	0.00	0.00	0.00	0.00	12,168.00
Rochester Hills	1,875.00	0.00	0.00	0.00	0.00	1,875.00
Rouge River National Wet Weather Dem. Pro	0.00	42,564.64	0.00	0.00	0.00	42,564.64
Van Buren Township	6,326.00	0.00	0.00	0.00	0.00	6,326.00
Wayne County Airport Authority	2,266.00	0.00	0.00	0.00	0.00	2,266.00
TOTAL	<u>115,165.00</u>	<u>67,996.64</u>	<u>0.00</u>	<u>0.00</u>	<u>508.00</u>	<u>183,669.64</u>

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03/20/13

Alliance of Rouge Communities
A/P Aging Summary
 As of March 20, 2013

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Anglin Civil	0.00	0.00	9,393.19	0.00	0.00	9,393.19
Cole, Newton & Duran CPA	794.00	0.00	0.00	0.00	0.00	794.00
Environmental Consulting & Technology, In	49,680.65	0.00	0.00	0.00	0.00	49,680.65
Peer 1 Hosting	0.00	199.00	199.00	0.00	0.00	398.00
TOTAL	<u>50,474.65</u>	<u>199.00</u>	<u>9,592.19</u>	<u>0.00</u>	<u>0.00</u>	<u>60,265.84</u>



ALLIANCE OF ROUGE COMMUNITIES FINANCE COMMITTEE

2013 Budget Amendment Organization Committee – Amendment 1

REQUEST DATE: February 8, 2013

LINE ITEM OC1: Financing Options for the ARC

COMMITTEE MAKING REQUEST: Organization Committee

BACKGROUND:

- Historically, the ARC’s budget has been supplement by federal funding on a 1:1 basis. However, federal funding for ARC activities will not be available after June 2014.
- It is clear from the new NPDES MS4 Permit Application that compliance with the stormwater permit will be more onerous than in the past.
- New stormwater regulations are expected to be released by the EPA in Summer 2013, which will require stormwater treatment and volume control.
- Most, if not all, of the ARC communities do not have a dedicated funding source for either ARC membership dues or stormwater treatment/control projects.
- Several communities in Michigan have successfully set up Stormwater Utilities: Ann Arbor (1984), Harper Woods (1992), Adrian (1993), St. Clair Shores (1993), Berkley (1994), Marquette (1994), Lansing (1995, since rescinded), Brighton (1996, on hold since 2004), Chelsea (1997), New Baltimore (1997), and Jackson (2011, but in litigation).
- Other communities have used the Drain Code to fund stormwater activities. One example is the Huron River Pollution Abatement District set up by Washtenaw County Water Resources Commissioner’s Office.

Survival of the ARC and compliance with new stormwater regulations are both dependent on identifying a dedicated source of funding.

DESCRIPTION OF ANTICIPATED ACTIVITIES: The main purpose of this initiative is to identify the most feasible mechanism to fund the ARC in 2014 and beyond. This will be accomplished by reviewing the funding options available to local communities and counties in Michigan, selecting the more feasible options, and outlining the steps needed to implement the more feasible options.

To accomplish this, Executive Director staff will develop a white paper that describes the steps and data requirements for implementing the short-listed funding options. Based on direction from the Organization Committee in late 2012, ED staff will focus on the establishment of 1) stormwater utilities at the local level that will stand up to the Headlee Amendment and 2) Inter- or Intra-County Drainage Districts. The white paper will cover funding the ARC and funding storm sewer maintenance activities. The paper will include:

- The results of a survey regarding how members are currently paying for stormwater efforts,
- The real community costs associated with storm system maintenance and permit compliance based on input from a few select communities,
- A description of ARC-provided compliance services and costs,
- The cost of complying with the new and old permits,

- A description of the two funding options and implementation steps,
- A table showing the pros and cons for each option, and
- Recommendations for future steps that the ARC should undertake.

Three drafts of the white paper will be presented to the Organization Committee for comments. Comments will be addressed and the paper will be finalized by mid-late April 2013. Four Committee meetings will be held during this time period: January (scoping discussion), February (first draft), March (second draft), and April (final draft). A presentation of the white paper is also planned to the Full ARC.

RATIONALE (including why needed): These activities are needed in or to continue the existence of the ARC once federal funding is eliminated in June 2014 and in order for communities to comply with the new permit.

BUDGET (including how the amount requested was established): The estimated budget for this initiative is \$17,600 as shown below. It will be paid for 50/50 with ARC dues and federal funding.

Item	Effort
Meeting attendance (4)	32 (4 mtgs for 2 people)
Research	30
White paper development	40
Addressing comments/formatting	20
Presentation to full ARC	12
Total Hours	134 @ \$130/hr = \$17,420
Mileage	325 @ \$0.55 = \$180
Total	\$17,600

Given that the ARC does not have sufficient additional budget to fund this effort, budget needs to be transferred from other ARC line items as described below.

- \$12,600 will be transferred from TC3 (IDEP) to OC1. \$5,000 will be deducted from Wayne County's budget and \$7,600 will be deducted from Oakland County's budget.
- The remaining \$5,000 will be drawn from the Technical Committee meetings task of OC1. This will result in one less TC meeting in 2013.

The net effect is an increase in budget for OC1 from \$158,421 to \$171,021, and a decrease in TC3 from \$62,500 to \$49,900.

PERSON/AGENCY RESPONSIBLE FOR IMPLEMENTATION: ED staff will implement these activities. The Chair of the Organization Committee will oversee the task on behalf of the ARC.

**Alliance of Rouge Communities
Draft 2013 Budget**

Draft as of 3/26/13

Expected Revenues Available for 2013

2013 Dues from Communities	\$ 268,953
2013 Rouge Project Grant (estimated)	\$ 243,286
Rouge Project Grant Match	\$ 22,500
GLRI/FS Grants	\$ 315,289
GLRI Match	\$ 41,693
CMI Grant	\$ 19,137
NOAA Grant	\$ 138,888
SPAC Grant	\$ 15,735
ERB Foundation Grant	\$ 125,134
2013 Rain Barrel Sales (estimated)	\$ 1,400
Corporate Support	\$ -
Rollover Dues from 2012 Budget (estimated)	\$ 8,915
	\$ 1,200,928

Proposed ARC Budget Items	Committee Proposal	Funding Source								"Provider" Using Budget (3)
		ARC Dues	Rouge Grant	GLRI Grant	SPAC Grant	NOAA Grant	CMI Grant	ERB Grant	Other Source/Match	
Rouge Grant										
Organization Committee										
(1)(9)OC1 Executive Director Services	\$ 171,021	\$ 85,511	\$ 85,511							EDS
(2) Pursuing Grant Opportunities	\$ 20,000	\$ 20,000	-							EDS
Organization Committee Total	\$ 191,021	\$ 105,511	\$ 85,511							
Finance Committee										
(2)FC1 Accounting/Legal Services	\$ 17,000	\$ 17,000	\$ -							outside purchase
(2)FC2 ARC Insurance	\$ 4,000	\$ 4,000	\$ -							outside purchase
Finance Committee Total	\$ 21,000	\$ 21,000	\$ -							
Public Education and Involvement Committee										
PIE1 Green Infrastructure Campaign	\$ 59,000	\$ 29,500	\$ 29,500							EDS/WC/ARC
PIE2 Public Ed Materials	\$ 15,500	\$ 7,750	\$ 7,750							EDS/WC/ARC
PIE3 Website Maintenance	\$ 7,750	\$ 3,875	\$ 3,875							EDS/WC
PIE4 Septic System Maintenance Workshops	\$ 4,500	\$ 2,250	\$ 2,250							EDS
PIE5 Watershed Stewardship and Reporting	\$ 13,500	\$ 4,250	\$ 6,750					\$ 2,500		FOTR
PIE Committee Total	\$ 100,250	\$ 47,625	\$ 50,125					\$ 2,500		
Technical Committee										
TC1 Rouge River Watershed Monitoring Activities	\$ 153,000	\$ 56,500	\$ 76,500					\$ 20,000		WC/EDS/FOTR
TC2 Storm Water Reporting	\$ 12,400	\$ 6,200	\$ 6,200							EDS/ARC
(9)TC3 IDEP	\$ 49,900	\$ 24,950	\$ 24,950							EDS/WC/OC
Technical Committee Total	\$ 215,300	\$ 87,650	\$ 107,650					\$ 20,000		
Total Amount Requested by All Committees	\$ 527,571	\$ 261,786	\$ 243,286					\$ 22,500		
		ARC Dues	Rouge Grant	GLRI Grant	SPAC Grant	NOAA Grant	CMI Grant	ERB Grant	Other Source/Match	
GLRI Grant										
GLRI 1	Transforming the Rouge AOC from Mowed Down to Grown Up	\$93,742		\$52,049					\$41,693	
GLRI1F Public Education		\$2,000								
	Sub-total GLRI 1	\$95,742	\$2,000	\$52,049					\$41,693	
(6)FS 1	US Forestry EAB Restoring Community Trees in Urban Watershed	\$263,240		\$263,240						
TOTAL GLRI		\$358,982	\$2,000	\$315,289					\$41,693	
		ARC Dues	Rouge Grant	GLRI Grant	SPAC Grant	NOAA Grant	CMI Grant	ERB Grant	Other Source/Match	
CMI										
(5)CMI1	CMI1 Rouge River Monitoring for E.coli TMDL Implementation	\$19,137					\$19,137			
TOTAL CMI		\$19,137					\$19,137			
NOAA										
(4)NOAA1	NOAA1 Wayne Road Dam Removal	\$138,888				\$138,888				
TOTAL NOAA		\$138,888				\$138,888				
SPAC										
(7)SPAC4	SPAC4 RRAC Facilitation	\$16,874			\$15,735					
TOTAL SPAC		\$16,874			\$15,735					
ERB Foundation										
(8)ERB1	Legacy Act Proposal	\$125,134						\$125,134		
TOTAL ERB		\$125,134						\$125,134		
TOTAL BUDGET		\$1,186,586	\$263,786	\$243,286	\$315,289	\$15,735	\$138,888	\$19,137	\$125,134	\$64,193
TOTAL INCOME		\$1,200,928								
Available Unallocated ARC Budget (total income minus total budget)		\$14,342								

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) NOAA grant amount of \$138,888 remains and is budgeted in 2013. Total award is \$1,033,536.
- (5) CMI1 grant amount of \$19,137 remains and is budgeted in 2013. Total award is \$49,895.
- (6) FS1 GLRI/USDA Forest Service grant amount of \$263,240.11 remains and is budgeted in 2013. Total award is \$374,980.
- (7) SPAC4 grant amount of \$15,735 remains and is budgeted in 2013. Total award is \$50,207.
- (8) ERB1 grant amount of \$125,134 remains and is budgeted in 2013. Total award is \$150,000.

Amendments drafted on 3/26/13:

- (9) OC Amendment 1: Financing options for the ARC after Rouge Grant is eliminated in June 2014, increase OC1 budget from \$158,421 to \$171,021, and a decrease in TC3 from \$62,500 to \$49,900.



Working together, restoring the river

Ban on Texting While Driving Policy

DRAFT February 7, 2013

Scope

This policy applies to a ban on texting while driving for all Alliance of Rouge Communities (ARC) staff and contractors.

Definition

“Texting” or “Text Messaging” means reading from or entering data into any handheld or other electronic device, including for the purpose of SMS texting, emailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication.

Policy Statement

It is the policy of the ARC to comply with Presidential Documents: Executive Order 13513 of October 1, 2009, “Federal Leadership on Reducing Text Messaging While Driving” (<http://edocket.access.gpo.gov/2009/pdf/E9-24203.pdf>). Consistent with this Executive Order, ARC staff and contractors shall not engage in text messaging while driving any vehicle, including personally-owned vehicles, when performing work for the ARC, including work under a federal grant or contract that requires compliance with this Executive Order.

Reason for Policy

Federal Leadership On Reducing Text Messaging While Driving, was signed by President Barack Obama on October 1, 2009 (ref.: <http://edocket.access.gpo.gov/2009/pdf/E9-24203.pdf>). This Executive Order requires granting and contracting agencies to encourage award recipients and contractors of the Federal Government to adopt and enforce policies that prohibit the use of text messaging while driving federally or institutionally-owned vehicles, or while driving personally-owned vehicles when performing any work for or on behalf of the government. Agencies have begun to require the adoption and enforcement of such policies as a condition of receiving federal contracts and grants. This policy is intended to comply with those portions of the Executive Order that reflect the appropriate scope of Executive Branch authority, namely, the ban on texting while driving federally-owned vehicles or any vehicle when performing work for or on behalf of the government.

Procedures

The ARC will disseminate this policy by posting it on the ARC website (www.allianceofrougecommunities.com) . The ARC Executive Director will be responsible for ensuring that ARC staff and contractors working on ARC business, including work under federal grants or contracts are aware of the requirements of this policy.

Sanctions

ARC staff and contractors that are found to be in violation of this policy will be personally subject to sanctions relating to their participation in ARC work, including that under federal grants or contracts as determined by the ARC Executive Committee.

ARC Contact

James Ridgway, P.E., ARC Executive Director
Jridgway@allianceofrougecommunities.com
313-963-6600

Related Information

This policy applies to ARC activities, including any federally-funded grants and contracts awarded to the ARC, whether awarded by the federal government directly to the ARC or awarded to another entity and “passed-through” to the ARC.



STRATEGIC PLANNING DOCUMENT

Proposed for Adopted by the Alliance of Rouge Communities on 3/28/13

ORGANIZATION COMMITTEE

Co-Chairs:

Kelly Cave, Wayne County
Joan Seymour, Councilwoman, City of Southfield

Members:

Kathryn Hagaman, Bingham Farms
Tim Faas, Canton Township
James Murray, City of Dearborn
Tom Wilson, City of Romulus
Joe Colaianne, Oakland County

Participating ARC members:

Gary Mekjian, City of Farmington Hills (ARC Past Chair)
Karen Mondora, City of Farmington Hills
Brandy Siedlaczek, City of Southfield
Kevin Buford, Westland (ARC Chair)

Staff:

James Ridgway, ARC Executive Director
Zachare Ball, ARC Staff

INTRODUCTION

The Rouge River Watershed, located in Southeast Michigan, runs through the most densely populated and urbanized land area in the state. The watershed is approximately 438 square miles in size and includes all or part of 48 municipalities in three counties, with a population of over 1.4 million people.

The Alliance of Rouge Communities (hereinafter the ARC), a 501(c)(3) organization, was formed under the provisions of Part 312 Watershed Alliances, Natural Resources and Environmental Protection Act as amended by Public Act 517, 2004. Local public agencies and communities within the Rouge River Watershed believe there are substantial benefits that can be derived under this Watershed Alliance through cooperative management of the Rouge River and in providing mutual assistance in meeting state water discharge permit requirements. The purpose of the ARC is to provide an institutional mechanism to encourage watershed-wide cooperation and mutual support to meet water quality permit requirements and to restore beneficial uses of the Rouge River to the area residents.

The ARC is currently comprised of 35 municipal governments (i.e. cities, townships and villages), three counties (i.e., Wayne, Oakland and Washtenaw), Henry Ford Community College and the Wayne County Airport Authority as authorized by Part 312 (Watershed Alliances) of the Michigan Natural Resources and Environmental Protection Act (MCL 324.101 to 324.90106) as amended by Act No. 517, Public Acts of 2004. *(Further information is available at www.allianceofrougecommunities.com).* Current Cooperating Partners include:

- Cranbrook Institute of Science
- Friends of the Rouge
- Rouge River Advisory Council
- Southeastern Oakland County Water Authority
- Wayne State University

The ARC Technical Committee, in addition to design and review of the annual ARC water quality monitoring program, develops materials to guide members in meeting state storm water permit requirements, assists in the development and implementation of technical training programs, and serves as liaison with the Michigan Department of Environment (MDEQ) on storm water permitting issues including the Rouge River Watershed Management Plan. The ARC Public Information and Education Committee (PIE) develops public information materials, sponsors workshops, and other public involvement activities to encourage stewardship of the river, coordinates activities with non-profit organizations and other public and private organizations interested in building public stewardship of the river, and conducts informational meetings for public officials to explain the role of the ARC and the benefits of governmental cooperation in addressing water management issues.

Funding for these activities as well as for the staff support of the ARC and its committees is raised through assessments to members based upon an allocation formula that gives equal weight to the population and land area for community contributions and a similar weighted assessment for non-community, public agency members. Local contributions are used to match grant dollars that currently represent nearly fifty percent of the annual ARC budget.

The ARC's structure requires a full membership meeting at least twice each year. Election of officers, adoption of the annual budget and assessments to communities, as well as any other formal action is reserved for the full membership meetings. The ARC takes formal actions based upon a majority vote of its members unless there is a call for a voting of member shares. The voting shares are directly proportional to the annual assessments. The Alliance elects three officers (i.e., Chair, Vice Chair, and Treasurer) from among its community members for two-year terms. The three officers, a former officer (immediate Past Chair, Vice Chair or Treasurer) one representative of each of the three counties and representatives from each of the seven subwatershed groups comprise the ARC Executive Committee that oversees the day to day operations between the meetings of the full Alliance. In addition, the chairs and vice-chairs of the Standing Committees (i.e., Finance, Public Involvement and Education, Technical.) are appointed by the three officers. Standing Committee membership is available to all members. The ARC may also establish other special committees (e.g., Nominating Committee for new officers) as necessary. The members and chair(s) of the Organization Committee, a special committee, are subject to approval by the full ARC. This committee examines and recommends organizational and other policies and procedures, including revisions to ARC Bylaws, and consideration of new public agency members and the designation of non-voting ARC Cooperating Partners. The ARC currently has contracted for an Executive Director and support services to assist in providing ARC services to members.

The ARC is the primary advocate for the Rouge River Watershed, serves as the primary spokesperson for ARC members, responds to requests for information and seeks opportunities to promote ARC awareness. The Executive Director serves as the ARC primary liaison to all members, including both formal and informal interaction with government officials, legislators and staff on a regular basis. The Executive Director also facilitates implementation of this strategic plan.

STRATEGIC PLANNING PROCESS

This original ARC Strategic Plan was adopted by the ARC on May 6, 2008. The document was developed by the Organization Committee's Strategic Plan Subcommittee during 2007 and 2008. The 15 subcommittee members were asked to discuss where they would like the ARC to be in five years. In 2008, comments from the committee's first session were distilled into four focus areas:

- Membership
- Storm Water Permitting
- Financing
- Communications

The 2013 revised ARC Strategic Plan was developed by the Organization Committee, with assistance from several additional ARC members during 2010, 2012 and 2013.

MISSION AND VISION

Mission

The Alliance of Rouge Communities (ARC) will continue to improve the Rouge River, return its beneficial public uses, and provide active stewardship for future sustainability of the river. The ARC will reduce costs for meeting storm water permit requirements through cooperative efforts, and provide a state and national model for locally driven watershed approaches that minimize the need for State/Federal mandates.

Vision

We envision a dynamic working partnership comprised of Rouge River communities, counties and agencies working together to sustain a healthy and vibrant Rouge River.

MEMBERSHIP

The Alliance of Rouge Communities will continue to demonstrate value to its membership by providing technical assistance on permit issues, conducting public involvement and education activities and addressing other issues as they arise to benefit the organization. Ultimately, these activities demonstrate the value of a working partnership and will restore the designated uses of the Rouge River.

Retention of existing members and addition of new members to the ARC remains a challenge. From 2003-06, the ARC officers and membership focused on formalizing the ARC's organizational structure by pursuing watershed alliance enabling legislation, writing bylaws, and hiring an executive director. The ARC has done well retaining its membership during this transitional period. From 2007 to present, the ARC has focused on conducting activities that are meaningful to its membership.

The day-to-day operations of the ARC are overseen by the Executive Director through activities developed by the Standing Committees and the Organization Committee, approved by the Executive Committee and the full ARC. Currently, the Technical Committee oversees activities such as the monitoring program, permit activities and the illicit discharge elimination program. The Public Involvement and Education Committee oversees broad initiatives such as, conducting workshops, distributing materials and helping to publicize successes. The Organization Committee oversees membership requirements, policies and procedures and special initiatives. The Finance Committee oversees budget matters, including membership dues and finances. All ARC members receive the benefits of these activities, but these benefits must be sufficiently valuable to retain existing members and engage others. This goal's objectives will consistently underscore the benefit of ARC membership to a community that is a dynamic entity with changing demographics, officials and stakeholders.

GOAL 1: Retain members and recruit new ones

- a) The ARC will expand permit compliance support to include storm water permit compliance services and annual reporting.

Status: The ARC provides training, public education workshops, and printed materials. Additionally, it has developed an annual reporting tool for members and conducts an IDEP program with Wayne and Oakland County.

- b) The ARC will continue to expand membership through other permit holders such as school districts, universities and industry to participate in the ARC.
- c) The ARC will encourage the communities of Detroit, W. Bloomfield Township and Superior Township to become members of the ARC.

Status: The ARC is expanding its associate and cooperating partner membership and will focus on recruiting the individual communities mentioned above.

- d) Promote ARC membership by increasing its visibility and communicating the benefits to member communities, elected officials and agencies.
 - i. Prepare a presentation package for communities including a brochure and Powerpoint presentation.
 - ii. Conduct elected officials meetings/briefings.
 - iii. Develop a brochure that promotes the ARC.
 - iv. Send the Executive Director's Annual Report to city/township clerks and other elected officials.

Status: A presentation package was created in 2009. ARC promotional brochures were developed for ARC members and the public.

- e) Formalize the nomination process for officers.
 - i. Review the nomination process for ARC officers and either endorse or modify the policy to reflect the concerns of ARC members.

Status: The nominations policy was formalized in the amended ARC Bylaws (2012).

FINANCING

Since the Alliance of Rouge Communities (ARC) was created in 2003, member communities have paid dues based upon equal weight to the population of the unit of government within the watershed according to the most recent United States census and the land area within the watershed. The current assessment is not reduced based upon the addition of new members. There is some concern that dues may have to be increased to make up for the funding that could be lost without notice when federal funding ends. If dues are not increased when federal funding ends, the ARC would have to conduct its business with half of its current operating budget.

As mentioned previously, ARC dues pay for 50% of the following items necessary for storm water permit compliance:

- Executive Director and staff;
- Water Quality Monitoring Program;
- Public Education activities;
- Illicit Discharge Elimination Program (IDEP) activities;
- Watershed Planning;
- Advocacy with agencies like the Michigan Department of Environment (MDEQ) , the U.S. Environmental Protection Agency (USEPA), the Michigan congressional delegation, and the U.S. Army Corps of Engineers; and
- Subwatershed Management Advisory Group facilitation.

The ARC continues to develop strategies for long-term funding. One of the underlying reasons for creating the ARC was to reduce the cost of storm water permit compliance by working together to address water quality policy in general, storm water permit issues and Public Education Plan (PEP) and Illicit Discharge Elimination Program (IDEP) compliance. Currently, 50% of ARC activities are funded by Wayne County using the Rouge River National Wet Weather Demonstration Project (Rouge Project) funds. The other 50% of ARC costs are paid for by the member communities. Select additional storm water activities in the Rouge River watershed are also subsidized by the Rouge Project grant. Additionally, since 2010 the ARC has been successful in writing for and receiving federal and state grants to address green infrastructure, habitat and monitoring issues. Total Wayne County Rouge Project funding for Rouge River watershed activities has been reduced over the years and will stop all together in 2014. At the same time, costs to local governments for storm water compliance are increasing and revenues are decreasing. It could be harder to pay to support permit activities.

GOAL 2: Develop and attract resources that enable the ARC to accomplish its goals

- a) The ARC will investigate other financing options, including a storm water utility and a comprehensive chapter 20 drainage district, to fund the activities of the ARC.
- b) The Finance Committee will review the membership dues structure and endorse or modify it to reflect the concerns of the member communities.
 - i. The Finance Committee will recalculate membership dues based on the 2010 U.S. Census, consistent with the Bylaws.
- c) The Finance Committee will investigate the creation of a contingency fund/reserve to augment the transition to funding the ARC using dues (when the Rouge Project grant ends)
 - i. The contingency fund will be based on the results of the annual audit.

Status: The ARC carries forward an unallocated funds budget line, but it has not created a formalized contingency fund.

- d) The Executive Director will investigate and pursue alternative funding sources, especially grants and donations to support ongoing operations of the ARC.

Status: Local, state and federal grant applications are ongoing.

- e) The ARC will develop a plan for approaching private sector companies within the watershed for project sponsorship and partnership opportunities.

GOAL 3: Be more cost-efficient/share costs

- a) Continue to pool resources for water quality monitoring, public education and involvement, and other storm water permit requirements.
 - i. The cost effectiveness of this effort must be documented as described under Goal 1 to clearly demonstrate the efficiencies gained through participation on the ARC.

Status: This is ongoing and is documented in the Executive Director's Annual Report.

- b) Leverage county resources.
 - i. The County services remain a cost effective means for permit compliance and should be coordinated and documented through the ARC.

Status: Ongoing

- c) Formalize policies and processes related to management of the ARC as needed.

Status: Since 2008, the ARC has created and updated nearly 20 policies and procedures as necessary to assist with effective and efficient management of the ARC.

STORM WATER PERMITTING

The cost of permit compliance continues to grow but the ARC continues to look for ways to control cost while improving water quality. In 2012, the MDEQ approved a revised Rouge River Watershed Management Plan (WMP) that incorporated all seven subwatershed plans and set goals and objectives watershed-wide. The ARC continues to work toward one permit for the watershed that would be administered by the ARC. Additionally, the ARC has created an annual report template that could facilitate reporting under one permit. A single permit could:

- Allow all ARC communities to address the same set of goals and objectives;
- Allow the ARC to focus on watershed-wide solutions to solve water quality problems,
- Pave the way for a single annual report which would outline comprehensively all ARC activities that address permit activities in a year and reduce the resources spent by communities to complete their annual reports, and
- Provide for consistent reporting on watershed activities.

Status: The ARC is in the process of fulfilling this through the revised WMP and the annual report template has been developed with oversight by the Technical Committee.

GOAL 4: Continue to work toward establishing a single watershed permit for the Rouge River

- a) Use the standard reporting methods/one annual report developed in 2010 to secure approval from MDEQ for a consolidated annual reporting mechanism concurrently with the single permit approach.
- b) Request assistance from the USEPA with developing a single watershed permit.

Status: This is the direction the ARC is heading in with the current approved Rouge River WMP and the annual report template. This could be accomplished through negotiating one watershed permit for the Rouge Communities.

GOAL 5: Address Total Maximum Daily Loads (TMDLs) as required

- a) The ARC is evaluating the Total Maximum Daily Load (TMDL) requirements so to better advise ARC members on compliance. The TMDL policy of the USEPA has been challenged in court continuously for decades. The result is a haphazard program that varies from state to state and region to region.
- b) The ARC continues to perform water quality monitoring to assist in evaluating its TMDLs.

Status: The Rouge River has been issued three TMDLs and the ARC continues to address these as required.

GOAL 6: Assist members with permit compliance

- a) Annual Reporting and Audits
- b) Policies and Procedures
- c) Collaborative PEP and IDEP

COMMUNICATIONS

Environmental programs continue to evolve and the cost of compliance changes from year to year. The ARC should consider how best to impact these changes in a manner that continues water quality improvement but limits the cost of less productive bureaucratic procedures. A comprehensive communications strategy should be developed to communicate with the following parties:

- MDEQ
- ARC Members, Associate Members and Cooperating Members
- Other watershed alliances/groups
- Potential members and partners
- The Media

Status: Ongoing

GOAL 7: Develop and implement a communications strategy

- a) Develop a communications strategy
- b) Regularly create press releases on newsworthy ARC events and initiatives
- c) Write an annual report targeted to local boards and commissions.
- d) Generate a quarterly e-mail that discusses issues being addressed and other information that is important to ARC members.
- e) Make ARC staff available for presentations to local boards, councils and commissions.
- f) Conduct meetings with the MDEQ and the USEPA as required
- g) Maintain and update ARC website (www.allianceofrougecommunities.com)

Status: All are ongoing.