



November 6, 2023

Mr. Brian Steglitz
Public Services Administrator
City of Ann Arbor
301 E. Huron St.
Ann Arbor, MI 48104

RE: 2024-28 Contracts for the Middle Huron Partnership

Dear Mr. Steglitz:

For nearly 30 years, the Huron River Watershed Council (HRWC) has provided support to partner municipalities and agencies through the Middle Huron Partners to address stormwater and other pollution sources into the Huron River system. The Middle Huron Partners has been the forum for watershed partners to work together to meet state and federal requirements and reduce pollution in the middle Huron River and its tributaries. This effort has largely been funded by the partners themselves who value working collaboratively and demonstrate their commitment to the goals of the Partnership through financial support.

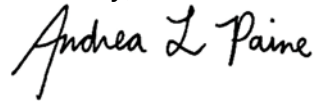
In 2009, some of these partners came together to additionally form the Stormwater Advisory Group (SAG) to comply with requirements under the Stormwater Permits (Phase I and II) issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE). HRWC now provides services for both efforts and refers to the entire effort as the Middle Huron Partnership. These services include preparation of regulatory compliance products, development and implementation of monitoring and education programs, group representation in discussions with EGLE, and implementation projects. A five-year work plan (see enclosed) covering the calendar years 2024 through 2028 (the stormwater permit cycle) was developed and reviewed by partner representatives. Ongoing support from the partners is essential for continued pollution reduction efforts in the middle Huron River and its tributaries.

In order to fulfill these services, HRWC is requesting the financial support of the City in the amount of \$464,494 for services to be performed over the five-year period. Other organizations also are being asked to contribute to this partnership (see enclosed budget allocation). Included you will find a contract to support these services, the 5-year work plan, the work plan "not to exceed" budget, Partner budget allocation, and an invoice schedule. Your organization or agency will be invoiced in the spring of 2024 for the first year's assessment.



Please review and sign the enclosed service agreement and return a copy to me. If you have any questions or concerns, please contact me directly or your designated representative. Thank you for your past support, as well as your efforts to improve the water quality of the Huron River and the wellbeing of our region.

Sincerely,

A handwritten signature in black ink that reads "Andrea L. Paine". The signature is written in a cursive style with a large, stylized 'A' and 'P'.

Andrea Paine
Middle Huron Partnership Coordinator
apaine@hrwc.org
734-519-0354

enclosures

CC: Ms. Jennifer Lawson, Water Quality Manager

TO: Middle Huron Partners
FROM: Andrea Paine, Program Coordinator
RE: Draft 2024-2028 Work Plan and Budget
DATE: October 16, 2023

HRWC provides joint services to municipalities and agencies within the Huron River Watershed in Washtenaw County to address watershed-wide compliance with state stormwater regulations and reduce phosphorus contributions to meet the Total Maximum Daily Load (TMDL) for Ford and Belleville Lakes. Collectively, the participating partners supporting these efforts are referred to as the Middle Huron Partners (Partners). The current services provided were agreed to under a 5-year work plan with contracts that expire on December 31, 2023.

The Partners work cooperatively to save effort and minimize costs, to share lessons and ideas, and to more comprehensively meet the goals of stormwater permits and management. The proposed work plan includes activities that are essential to fulfilling the expectations set forth in the original Cooperative Agreement for the Partnership and Phase I or II Stormwater Permit regulations. The work plan is for five years, which is consistent with a five-year permit cycle for stormwater regulations. However, most Partners are currently still operating on permits issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) in 2003 and waiting to hear back from EGLE on permit applications submitted in 2013.

Timeline: This proposed work plan begins January 1, 2024 and ends December 31, 2028.

Work Plan Tasks:

Task 1: **Coordinate and facilitate Partner meetings and implement the Public Participation Plan (PPP)**

Description: The Partners meet 3-6 times per year to report on progress toward meeting permit requirements, phosphorus reduction goals, and implement priority activities from the Middle Huron Watershed Management Plans. Subcommittee work groups may form and meet as needed. HRWC will prepare communications for the meetings including agenda, agenda item materials, and follow-up items; facilitate meetings; and coordinate with guest speakers. HRWC will also post and distribute materials for Partners in compliance with the Public Participation Plan. HRWC will develop a bi-monthly e-mail newsletter to provide Partners with relevant updates, Public Education Plan materials, news, funding opportunities, and learning/training opportunities. On a quarterly basis, usually in concert with Partner meetings, HRWC will prepare written progress reports to provide updates on completed and anticipated work plan and task activities. On an annual basis, HRWC will solicit Partner feedback on delivery of services and modify execution, as requested by Partners.

Rationale: Public meetings are required for Partner stormwater permits and are necessary for planning and coordinating collaborative activities.

Task 2: **Prepare program reports for Partners**

Description: Currently, biennial progress reports are required for the stormwater permit. EGLE may move the frequency back to annually, however. HRWC will work with Partners to

develop a template for progress reports to EGLE. The template will be updated to remain compliant with changes to EGLE reporting requirements. HRWC will compile and summarize relevant information as needed for Partner stormwater reports. Some specific Partner information will need to be added to complete reports before submittal. All reporting materials will be published and distributed through email to Partners and via the HRWC website. A broader report is being developed for efforts made to address the TMDL (see Task 7). HRWC will use an online framework to reporting TMDL progress and success. HRWC will continue updating it on an annual basis.

Rationale: Biennial reports are required for Partner stormwater permits. Regular reporting of progress toward TMDL targets will help Partners justify expenditures and evaluate the impact of investments. The reports also provide the basis for measuring and reporting overall progress over time.

Task 3: Conduct water chemistry, macroinvertebrates, and flow monitoring

Description: Water quality monitoring is required to provide an overall assessment of the health of the watershed and identify areas of success and those in need of greater attention. HRWC will work with the Partners to plan and execute monitoring and stormwater investigation for the growing seasons (April to September). Macroinvertebrate collections will take place in January, April, and October. Macroinvertebrate monitoring will rotate among sites each year to minimize cost and maintain continuity of data. HRWC will work with Partners to integrate chemistry monitoring with Illicit Discharge Elimination Programs (IDEP). Work will generally include: maintain a network of water level/discharge sensors, including tracking USGS sensors; measuring stream discharge at 8 long-term monitoring sites during dry and wet weather conditions; monitor key water quality parameters at 11 long-term sites and additional investigative sites during dry and wet weather conditions; collect a survey of macroinvertebrate diversity twice per year, with an additional winter stonefly target collection; collect targeted chemistry samples through rain events; obtain and maintain equipment; recruit volunteers; train volunteers; deliver water samples to a lab; obtain lab results and enter into database; analyze and synthesize data; communicate monitoring results in report form for a general audience; present results annually at a Partner meeting; incorporate results into progress reports and other promotional media; and disseminate monitoring reports to Partners and post on HRWC website.

***Note:** At this time, HRWC and Washtenaw County WRC are negotiating changes to the monitoring strategy requested by EGLE. The overall schedule and approach will likely change somewhat from the last cycle, but HRWC will endeavor to keep the monitoring budget similar to the previous budget.*

Rationale: Monitoring of TMDL areas is required by the stormwater permits. It is necessary to help determine pollutant hot spots and assess progress. The monitoring results are the primary indicators of success.

Task 4: Develop priority implementation projects

Description: Building on past successful grant projects, HRWC will work with Partners to secure funding for priority projects that are consistent with WMP and other Partners' priorities. Funds for this task may also be used to participate in relevant implementation projects per guidance from the Partners. This may include advising or participating, upon request, in projects initiated by individual member organizations.

Rationale: Successful proposals will leverage the budget and keep overall costs down. Projects will help to achieve Partner goals and address permit commitments.

Task 5: Provide technical assistance to Partners on permit compliance and watershed management issues

Description: HRWC will provide support and technical assistance to Partners throughout the five-year contract period. HRWC will consult with Partners on an as-needed basis to provide advice, information, and assistance with all aspects of the stormwater permit. Further, HRWC will provide support to Partners on other non-stormwater, watershed management issues that may arise. If audited, HRWC staff will meet and communicate with EGLE auditors regarding permit-related watershed activities. It is anticipated that new applications will be required during this 5-year period. HRWC will facilitate discussion and development of permit application templates and other collaborative permit materials. HRWC will also represent Partners at statewide meetings or relevant watershed management discussions.

Rationale: The Partners submitted jointly developed plans and documents as part of their stormwater permit applications. Joint planning can be more efficient, reduce costs, and meet overall goals more effectively. HRWC is regularly asked to provide Partner permittee support.

Task 6: Continue to implement the Public Education Plans (PEP)

Description: HRWC will develop and execute tasks to meet the PEP requirements. The PEP includes ten collaborative activities and strategies to address nine stormwater topics identified by EGLE. Tasks include regular development and distribution of an educational calendar (permit requires biennial distribution in even calendar years but the MHP has opted for voluntary annual distribution in the past), implementation of the Adopt-a-Storm-Drain program, development of digital and print advertising, representation at and participation in regional public events, development of other educational watershed management content for local distribution and use, and redevelopment and implementation of an evaluation survey. Details on specific task items can be found in the PEP.

Rationale: PEP implementation is required by the stormwater permit and Partners submitted a joint PEP to EGLE. Joint watershed education is more consistent and effective at a lower overall cost.

Task 7: Total Maximum Daily Load (TMDL) Implementation Plan Priority Activities

Description: Stormwater permits now require activities to address TMDLs within management areas. HRWC submitted a TMDL Implementation Plan on behalf of the partners (currently being negotiated with EGLE) that included a number of specific activities. HRWC will support development of a green stormwater infrastructure (GSI) strategy and program along with partners (TMDL Implementation Plan Priority Activity 1). Major tasks include developing a process to incorporate available geographic, aerial and other remotely collected information, to map and identify opportunities for GSI projects in the Middle Huron River watershed. HRWC will work with MS4s to identify target locations that combine TMDL critical areas and available opportunities for GSI retrofit designs along key roads or other publicly-owned properties, as well as large business properties. HRWC will also provide leadership in coordinating partner responses and communications regarding new phosphorus discharge permit applications in the Middle

Huron River watershed in an effort to limit any additional sources (TMDL Implementation Plan Priority Activity 2). Activities may include requesting and analyzing information from EGLE, attending public meetings, developing public comments on behalf of Partners, or verbal delivering public comments. Lastly, to support TMDL Implementation Plan Priority Activity 3 HRWC will work with Partners to conduct bacterial source identification in priority areas as determined by ambient annual monitoring efforts outlined in Task 3 as well as supplemental genetic analyses. Key activities include conducting microbial source tracking (MST) monitoring at targeted outfalls, analyzing data to evaluate priority areas for fecal indicator bacteria sourcing, identifying suspect stormwater outfalls, and communicating with Partners Illicit Discharge Elimination Programs (IDEP) for additional screening. As needed, HRWC will assist Partners in communicating with property owners to remediate any failing septic systems, and HRWC will seek funding to support remedial efforts.

Rationale:

To comply with stormwater permit requirements, HRWC and Partners developed a suite of Best Management Practices in spring 2023 as part of a revised TMDL Implementation Plan. The plan reflects a suite of 8 project priorities that will be implemented to collectively by MS4s and HRWC to make progress towards achieving TMDL pollutant load reduction targets for phosphorus, sediments, and bacteria, which is a key measure of success requested by EGLE.

***Note:** EGLE recently requested significant additional effort beyond the initial draft plan. HRWC and Washtenaw County WRC are negotiating to clarify what will be required, so the plan is currently not finalized and a budget for this task is a rough estimate.*

Additional Proposed Tasks

Following are potential additional activities that HRWC could engage to assist Partners in stormwater permit compliance or general watershed improvement.

- A. **School Stormwater Program:** Over the course of this contract HRWC would like to slowly expand our successful storm drain program. In 2024 we will add mapping functionality for residents to identify locations that need to be adopted. In addition, we will be piloting a school-campus storm drain awareness and civic engagement program at 2 local schools in 2024. Based on an evaluation of this pilot, HRWC will approach the Middle Huron Partners to potentially augment the contract with options to expand this program, thus improving youth engagement in stormwater management.

Budget: A task budget and budget allocation (appended) were prepared to accompany the 5-year work plan. The budget allocation is determined by jurisdictional area, population in the watershed, and specific Partner permit requirements.

2024-2028 Middle Huron Partners Budget and Allocation Criteria Explanation

A proposed work plan and budget for efforts to support the Middle Huron Partners was distributed prior to the August 17, 2023 meeting. An updated budget and proposed budget allocation based on feedback from Partners and new EGLE permit requirements were shared prior to the October 19, 2023 meeting. The complete budget includes a five-year period from 2024 through 2028 and totals \$1,428,537 in effort and expenses. See the work plan and budget for details.

The budget allocation table allocates the total budget to each participating municipality or agency according to several important characteristics:

1. There are two types of Partner organizations: municipalities and agencies (including counties, school districts, and universities). 65% is allocated to municipalities and 35% is allocated to agencies. Municipal allocations were determined by the combined area and population percentages in the watershed. Agency allocations were based on general size and scope of the agency.
2. The Partnership effort addresses a wide variety of watershed, stormwater, and point source pollution issues. 50% of the budget was allocated to Partners covered by stormwater regulations, given many of the tasks are particularly beneficial to stormwater improvement and compliance. Some of the work is generally beneficial to the watershed across the board. 40% of the budget is allocated across all Partners. There are also four point sources (wastewater treatment plants) that are addressed by Partnership efforts. 10% of the budget is allocated to Partners with point sources. The final budget allocations are compiled by adding the stormwater, general watershed, and point source allocations.
3. The final allocation is divided into annual assessments, which will be used for invoicing starting in 2024.

HRWC will make every effort to gather support and participation from all community partners in the Middle Huron watershed, including those not current participating in the Partnership. The current allocation only includes currently participating Partners. If new Partners opt into the next contract period, assessments would be reduced. Thus, the current allocation should be considered an estimate.

2024-2028 Middle Huron Partners Budget Overview

Task No.	Task Name	Item	2024	2025	2026	2027	2028	TOTAL
1	Facilitation and coordination	Staff	\$9,520.00	\$9,805.60	\$10,099.77	\$10,402.76	\$10,714.84	\$ 50,542.97
		Direct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Total	\$9,520.00	\$9,805.60	\$10,099.77	\$10,402.76	\$10,714.84	\$ 50,542.97
2	Progress reporting	Staff	\$5,440.00	\$5,603.20	\$5,771.30	\$5,944.43	\$6,122.77	\$ 28,881.70
		Direct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Total	\$5,440.00	\$5,603.20	\$5,771.30	\$5,944.43	\$6,122.77	\$ 28,881.70
3	Water monitoring	Staff	\$88,400.00	\$91,052.00	\$93,783.56	\$96,597.07	\$99,494.98	\$ 469,327.61
		Direct	\$ 25,292.00	\$ 25,306.00	\$ 25,320.00	\$ 25,334.00	\$ 25,348.00	\$ 126,600.00
		Total	\$113,692.00	\$116,358.00	\$119,103.56	\$121,931.07	\$124,842.98	\$ 595,927.61
4	Develop priority implementation projects	Staff	\$6,800.00	\$7,004.00	\$7,214.12	\$7,430.54	\$7,653.46	\$ 36,102.12
		Direct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Total	\$6,800.00	\$7,004.00	\$7,214.12	\$7,430.54	\$7,653.46	\$ 36,102.12
5	Technical assistance and permit compliance	Staff	\$4,760.00	\$4,902.80	\$5,049.88	\$5,201.38	\$5,357.42	\$ 25,271.49
		Direct	\$ 52.80	\$ 54.40	\$ 56.00	\$ 57.60	\$ 59.20	\$ 280.00
		Total	\$4,812.80	\$4,957.20	\$5,105.88	\$5,258.98	\$5,416.62	\$ 25,551.49
6	Public education plan implementation	Staff	\$57,800.00	\$59,534.00	\$61,320.02	\$63,159.62	\$65,054.41	\$ 306,868.05
		Direct	\$60,000	\$63,000	\$66,150	\$69,457	\$72,929	\$331,536
		Total	\$117,800.00	\$122,534.00	\$127,470.02	\$132,616.62	\$137,983.41	\$ 638,404.05
7	TMDL implementation plan activities	Staff	\$6,800.00	\$7,004.00	\$7,214.12	\$7,430.54	\$7,653.46	\$ 36,102.12
		Direct	\$ 3,399.00	\$ 3,402.00	\$ 3,405.00	\$ 3,408.00	\$ 3,411.00	\$ 17,025.00
		Total	\$10,199.00	\$10,406.00	\$10,619.12	\$10,838.54	\$11,064.46	\$ 53,127.12
TOTAL			\$268,263.80	\$276,668.00	\$285,383.77	\$294,422.95	\$303,798.54	\$1,428,537.06

2024-2028 Middle Huron Partners Proposed Cost Allocation

Total Budget	100%	\$1,428,537		
Stormwater	50%	\$714,269	Municipal	65%
Point Sources	10%	\$142,854	Agencies	35%
General Watershed	40%	\$571,415		

Municipal/Agency Name	Total Area (Acres)	Total Population	% Area in Middle Huron Watershed	Estimated Population in Middle Huron Watershed	Area in Middle Huron Watershed (Acres)	Estimated % Total Middle Huron Watershed Population	Estimated % Total Middle Huron Watershed Area	% Population and Land Area	% General	% Storm	% Point	General Assessment	Stormwater Assessment	Point Source Assessment	Total Raw Assessment	Average Annual Assessment
Ann Arbor	17,490	121,367	99.6	120,902	17,423	57.6	22.1	39.8	25.9%	34.3%	50%	\$ 147,834	\$ 245,233	\$ 71,427	\$ 464,494	\$ 92,898.88
Ann Arbor Twp	11,398	4,527	99.5	4,506	11,344	2.1	14.4	8.3	5.4%			\$ 30,649	\$ -	\$ -	\$ 30,649	\$ 6,129.72
Barton Hills	500	306	100.0	306	500	0.1	0.6	0.4	0.3%	0.3%		\$ 1,446	\$ 2,398	\$ -	\$ 3,844	\$ 768.84
Belleville	746	3,802	43.7	1,661	326	0.8	0.4	0.6	0.4%	0.5%		\$ 2,235	\$ 3,708	\$ -	\$ 5,943	\$ 1,188.54
Chelsea	1,487	5,283	100	5,283	1,487	2.5	1.9	2.2	1.4%		20%	\$ 8,166	\$ -	\$ 28,571	\$ 36,736	\$ 7,347.28
Dexter	931	4,605	100	4,605	931	2.2	1.2	1.7	1.1%	1.5%	20%	\$ 6,259	\$ 10,383	\$ 28,571	\$ 45,213	\$ 9,042.66
Pittsfield Twp	17,870	38,938	16	6,095	2,797	2.9	3.5	3.2	2.1%	2.8%		\$ 11,962	\$ 19,844	\$ -	\$ 31,806	\$ 6,361.22
Scio Twp	21,187	17,806	100	17,795	21,174	8.5	26.8	17.6	11.5%		10%	\$ 65,504	\$ -	\$ 14,285	\$ 79,789	\$ 15,957.78
Superior Twp	22,734	14,976	55	8,201	12,449	3.9	15.8	9.8	6.4%			\$ 36,513	\$ -	\$ -	\$ 36,513	\$ 7,302.54
Ypsilanti	3,027	21,472	91	19,571	2,759	9.3	3.5	6.4	4.2%	5.5%		\$ 23,786	\$ 39,458	\$ -	\$ 63,244	\$ 12,648.84
Ypsilanti Twp	20,187	54,642	38.7	21,151	7,814	10.1	9.9	10.0	6.5%	8.6%		\$ 37,066	\$ 61,486	\$ -	\$ 98,551	\$ 19,710.26
Municipal Subtotal	117,557	287,724		210,075	79,004	100	100	100								
WCWRC								42.0	14.7%	19.5%		\$ 83,998	\$ 139,339	\$ -	\$ 223,337	\$ 44,667.36
WCRC								42.0	14.7%	19.5%		\$ 83,998	\$ 139,339	\$ -	\$ 223,337	\$ 44,667.36
Ann Arbor Schools					770		1.0	5.0	1.8%	2.3%		\$ 10,000	\$ 16,588	\$ -	\$ 26,588	\$ 5,317.54
University of Michigan					3,178		4.0	10.0	3.5%	4.6%		\$ 20,000	\$ 33,176	\$ -	\$ 53,175	\$ 10,635.09
VA Ann Arbor Health System								1.0	0.4%	0.5%		\$ 2,000	\$ 3,318		\$ 5,318	\$ 1,063.51
Totals								100.0	100%	100%	100%	\$ 571,415	\$ 714,269	\$ 142,854	\$ 1,428,537	\$ 285,707.41

Sources:

Population estimates were provided by SEMCOG in 2022 and are based on the 2020 US Census

Areas are based on a GIS analysis of municipality and Middle Huron Watershed boundaries by the Huron River Watershed Council