



Office of the Chief Executive

735 Randolph Street, Suite 1900

Detroit, Michigan 48226

January 22, 2020

The Honorable
Board of Directors
Great Lakes Water Authority

Dear Chairman Munfakh and Directors:

Regarding: CEO's Report – January 22, 2020

Happy new year! GLWA is now in the midst of its budget and charges season. At the Board's last meeting, staff presented its proposed FY 2020-21 and 2021-22 budget as well as our proposed 2021-2025 Capital Improvement Plan (CIP). At tonight's meeting, the Board will receive a brief presentation on the CIP as well as a presentation on our proposed Schedule of Charges for FY 2020-21. In the month to come, we look forward to discussing these items with the Board and its committees.

This is also a great opportunity to remind our member partners and the Board that Charges Rollout #4 meeting is scheduled for January 23, 2020 from 11:00 a.m. – 2:30 p.m. at the Detroit Marriott in Troy and will focus on the FY2021 proposed service charges that we are presenting tonight. Finally, we are also asking the Board to approve Resolution 2020-015 tonight which provides for a public hearing on the proposed budget and charges to be held on February 26, 2020, at 2:00 p.m. in the Board Room, 735 Randolph, 5th Floor, Detroit, Michigan. This is a great opportunity for member partners and other interested members of the public to come forward and offer their comments.

In my last report to you in December 2019, I mentioned the partial collapse of the seawall at the former Revere Copper and Brass site and the water quality concern related to that event. At that time, I indicated that GLWA would be performing additional testing to ensure that the quality of our source water has not been impacted. I am pleased to report that GLWA performed two rounds of testing and the test results confirmed that there was no impact to water quality from the partial seawall collapse. We have posted statements about our testing on our website, member outreach portal and distributed information to our local media outlets so that our member partner communities and the residents we serve can be kept informed on this important issue.

Finally, Congratulations to our Water Quality team as GLWA has been awarded the 2018 Water Fluoridation Quality Award for providing the recommended level for oral health for 12 consecutive months in 2018.

For over 50 years, our drinking water has been treated with fluoride. The Centers for Disease Control and Prevention had named community water fluoridation one of the 10 great public health achievements of the 20th century. High quality water fluoridation is a safe and effective method to prevent tooth decay and improve the oral health of all community residents. Seventy-five percent of the population served by community water systems in the United States receive water that has been treated with fluoride, 91% of Michigan residents receive fluoridated water. Congratulations GLWA for providing southeast Michigan with water of unquestionable quality.



PLANNING SERVICES

Planning Services has been busy this month working on a number of initiatives noted below. Two which are particularly customer-facing are the technical work to support Dearborn water contract negotiations and the transition from planning to executing the wastewater master plan project.

Dearborn is a large municipality whose water system has expanded over the years as a non-master metered member partner, there are many connections to the GWLA regional and DWSD's local water systems. To attain master metering, which is a requirement of the model contract, a plan must be developed that includes where to place meters and where to close connections, which is a large and complex analytical effort. GLWA is supported by Black & Veatch through the Water Units of Service contract. GLWA team members are meeting multiple times per week with Dearborn and Black & Veatch to tackle this challenging technical effort.

The most notable next steps in executing the Wastewater Master Plan are the standup of a new Watershed Hub Member Outreach Work Group and a new internal cross-functional internal team. The new Watershed Hub working group will be focused on bringing together the efforts of various storm water groups, coordinating efforts and sharing data. It is described in more detail in the Systems Planning section below. The new internal cross-functional team is comprised of team members from Systems Planning, Field Services, System Control and Wastewater Operations. This powerhouse group is presently working on development of a request for proposal for a consultant to assist in the development of a Long Term CSO Control Plan. This consultant will assist us with taking the next steps in our wet weather control efforts by developing preliminary design for many of the projects identified in the Wastewater Master Plan as well as supporting regional operations by performing analytics for the identified real time control strategies.

PLANNING SERVICES (continued)

Asset Management Group (AMG)

With the Strategic Asset Management Plan complete, the AMG is preparing for the next task within the Asset Management Planning project with our consulting partners, Jacobs. The next phase of the project is the complete update of the Wastewater Asset Management Plan (WwAMP). An AMP balances lifecycle cost with delivery of established service levels and thorough risk treatment strategies. These AMP's will clearly identify the line-of-sight between GLWA's asset management strategy and the daily activities of operating and maintaining assets.

The official kick-off of this task will begin in March 2020 and is slated for completion in September 2020. The plan is to move directly into the completion of the Water Asset Management Plan (WAMP) following the completion of the WwAMP. This is scheduled for completion in April 2021. For more details related to AMP framework, objectives and process, please refer to Section 6 of the SAMP located at the following website: <https://www.glwater.org/glwa-resources/strategic-asset-management-plan/>.

CIP

The CIP team with the help of our finance business partners finalized the Finance Chapter of the CIP document. The changes from Preliminary Draft No. 1 to Preliminary Draft No. 2 of the CIP were presented and well received by the Capital Planning Committee meeting in December and to the member partners and the vendor community in January.

The CIP team continues with ongoing management of the Program Management Delivery project with AECOM. Currently our team is working on an interim solution to program health performance tracking until we have Project Management Information System software in place. With the "as-is" CIP business processes mapped, the team is working on recommendations for business process improvements to streamline and improve quality moving forward.

Systems Planning

As the Member Outreach team closed out 2019 and prepared for 2020, it was fitting to end the year with the quarterly One Water Partnership (OWP) meeting on December 12, 2019. The event had everyone in good spirits, as we played "One Water Bingo" throughout the meeting. By a show hands indicating consensus, the incumbent Co-Chairs were re-elected to their seats.

| Co-Chair Name | Representing |
|----------------------|-----------------------------|
| Carrie Cox | Oakland County |
| Jeff McKeen | Oakland County |
| Kevin Johnson | Macomb County |
| Russ Miller | Macomb County |
| Don Rohraff | Wayne County |
| Bill Turner | Wayne County |
| Palencia Mobley | Detroit |
| Laurie Koester | Great Lakes Water Authority |

PLANNING SERVICES (continued)

Bridgeport Consulting, our third-party facilitators, shared the results of the 2019 Scorecard with the membership. This year’s Scorecard included a new question, designed to gauge respondent’s overall satisfaction with GLWA. With a 3% margin of error, 87% of respondents reported being satisfied or very satisfied. The City of Troy was the “Member Spotlight” of the day, and shared their recent experience with their Beach Road pressure reducing valve (PRV) project that was initiated to recommission an existing connection to provide backup in the case of emergencies. The November 2016 84-inch water main break in Troy prompted this recommissioning. Paul Trosper, Troy’s Water and Sewer Operations Manager, shared his team’s lessons learned and highlighted the importance of emergency response training. Other discussions at the OWP included Sue McCormick sharing the good news of GLWA being recognized as a leading utility of the world, Cheryl Porter exploring the possibility of obtaining AWWA membership for all GLWA member communities, and an overview of Cybersecurity from GLWA’s IT team.

The schedule for the 2020 One Water Partnership meetings is as follows:

- March 19, 2020 (9:00 a.m. – 12:00 p.m.)
- May 28, 2020 (10:00 a.m. - 2:00 p.m.)
- October 1, 2020 (10:00 a.m. - 2:00 p.m.)
- December 3, 2020 (10:00 a.m. - 2:00 p.m.)

The Charges Rollout #3 meeting was hosted on January 9, 2020 and focused on the proposed FY2021 revenue requirements. Our Chief Financial Officer and Treasurer, Nicolette Bateson along with Bart Foster walked through key terms that are helpful to know when working to understand GLWA’s Budget, reviewed the 2019 revenue requirement and shared information pertaining to the FY2021 budget and the FY2021-FY2030 Financial Plan Forecast. The Charges Rollout #4 meeting is scheduled for January 23, 2020 from 11:00 a.m. – 2:30 p.m. at the Detroit Marriott in Troy and will focus on the FY2021 proposed service charges. Contact the Member Outreach Team for more information at outreach@glwater.org.

| December 2019 Member Outreach Meeting Attendance | |
|---|------------|
| Meeting | # Attended |
| Wastewater Analytics Task Force (12/6/19) | 25 |
| Water Management Best Practices Work Group (12/11/19) | 13 |
| One Water Partnership (12/12/19) | 77 |
| Wastewater Master Plan Steering Team (12/20/19) | 30 |

PLANNING SERVICES (continued)

Action Required! Have you re-registered on the new Member Outreach Portal yet? This portal is the hub of information for members to access all documents associated with the Member Outreach Program, as well as a calendar of events and contact information of members registered on the portal. In order to use the new Member Outreach Portal, action is required. You must re-register. [Click here](#) to view the user guide for the portal, and [click here](#) to access the site. Contact outreach@glwater.org with questions and feedback.

A few of the new features:

- Similar look and feel as the main GLWA website, www.glwater.org
- Simple file structure for documents
- Calendar events are downloadable
- Calendar events display documents associated with the meeting
- Easier search functionality for documents, events and members

The final Wastewater Master Plan Steering team meeting was held on Friday, December 20, 2019. The group celebrated the collaboration and regional thinking that has been such a part of this process. Work that began in the WWMP will continue through existing work groups like the Wastewater Analytical Task Force and Wastewater Best Practices Work Group. A small work group similar to the Regional Collaboration Group will continue to set priorities for WWMP implementation and maintain the collaborative wastewater regional outlook. A new work group will be formed in 2020 to include additional regional partners, such as watershed groups, MDOT, Erb Foundation, and others to tackle integrated planning concepts to continue a water quality approach. Additional updates will be provided as this new work group is developed.

Regional Watershed Hub

Content

- River Water Quality Modeling & Monitoring
- GSI Initiatives
- Sewer Separation
- IDEP / MS4
- Woody Debris Management

Membership

- Member Partners (DPW & Transportation)
- Members (DPW & Transportation)
- Watershed Groups
- SEMCOG
- Erb Family Foundation
- EGLE
- MDOT
- Third-Party Facilitator

WASTEWATER OPERATING SERVICES

Wastewater Operations

Water Resource Recovery Facility (WRRF) operations were in-compliance with the Water Quality Standards for the month of December 2019.

Maintenance

The WRRF's Secondary Team has made concerted efforts repairing and maintaining disinfection equipment at the chlorination facility.

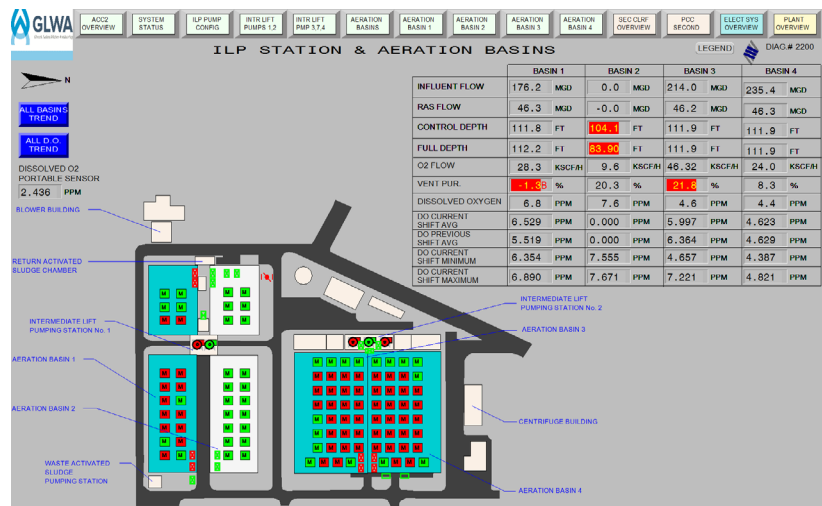
WASTEWATER OPERATING SERVICES (continued)

Maintenance and Operations team members have collaboratively been investigating equipment clogging in the chlorination equipment. Several causes have been identified, and corrective actions have been completed for each one. Contracted work has been executed to assist GLWA efforts when necessary. Additionally, the team is in the process of procuring several measuring devices to allow for the collection of pertinent data to assist with determining root causes of the recent equipment failures, so this can be avoided in the future.

Once these areas are improved, measures will be established to track uptime, and allow for development of strategies to achieve our reliability goals.

Process Control Center (PCC)

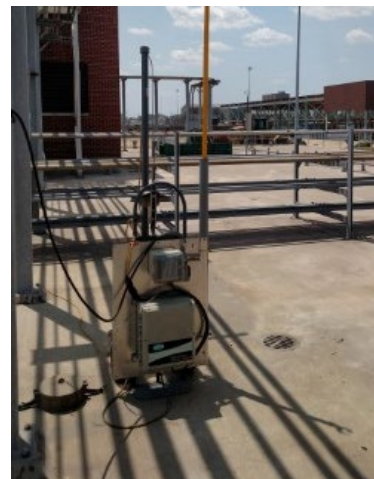
The PCC Controls Team continues to work with operations and maintenance on advancement of the existing control system. The highlighted project for this month is regarding the dissolved oxygen profiling and monitoring for the activated sludge process. The project includes the design, assembly, and integration of a portable dissolved oxygen (DO) sensor. This is a cost effective approach in developing a profile of the activated sludge process throughout the treatment train.



Graphic Displaying the Portable Dissolved Oxygen (DO) Meter Value

The goal of portable DO project is to better understand the characteristics of the high purity oxygen aeration basins at the WRRF. This information will then be used to optimize its performance. The portable DO was designed and assembled as a rolling assembly that utilizes radio telemetry to connect to the Ovation Control System. The DO point was added to the Ovation database, graphic display, and historian. The instrument is moved to different bays within the aeration basin, data is recorded, and then analysis is performed.

The initial analysis of the data has indicated that by adding an additional sensor in Bay 5 of the aeration basin along with the existing sensor in Bay 10, there is an opportunity to better control the oxygen feed rate into the basin.



Portable Dissolved Oxygen

WASTEWATER OPERATING SERVICES (continued)

Laboratory

Testing and sampling activities for the plant are being transitioned to the 3rd floor lab space to allow construction to start in existing 2nd floor spaces and stay on schedule for a September 2020 completion of the new lab space. Initial transition of testing from the MCHT lab to the WRRF lab will be initiated by the end of January 2020. The first testing will include compliance testing for soluble and total phosphorus.

A kickoff meeting for the Grit Characterization project was held, and the project is now in the preparation stage.

A sample collection calendar (schedule) to include local limits has been set. The schedule has transitioned our sampling from consecutive days to sampling throughout the year. This change is expected to provide data that will include seasonal variations. This will also include PFAS component testing.

Industrial Waste Control

GLWA submitted a PFOS and PFOA Minimization Program to EGLE via MiWaters on September 30, 2019. GLWA received an email correspondent with comments on December 26, 2019. GLWA is in the review process and plans on responding to the comments by end of January 2020. Additionally, GLWA provided a status report of our 2019 Minimization Program activities via MiWaters on December 27, 2019. The submittal included analytical data and other information requested by the State. The next status report is due by May 1, 2020.

Engineering & Construction

Design Engineering

The design group continues to work with operations and maintenance on a variety of projects. The highlighted projects are additional improvements to the incinerators. Projects include:

Emergency Bypass Damper Failure – of the eight Complex II incinerators, four are off-line due to construction activities. One more is out due to failure of the emergency bypass damper. Another is at the beginning of the same damper failure. These are to be addressed immediately. The Design Manager provided some options including a new pop-top damper at the top of the stack which will not be affected by the high temperatures which lead to this failure. A consultant is already working on the engineering solution. It is a consensus that the pop-top damper is the best solution for the long term. In the meantime, the Plant will replace the damaged one with a similar one as an interim measure.

WASTEWATER OPERATING SERVICES (continued)

Additionally, the Design Team is developing specifications, pay items, lists, drawings, etc. for a request for bid (RFB) for soliciting vendors for refractory inspection and repair on an as-needed basis. The chosen vendor(s) will carry out required work based on the unit price they bid for given pay items. This task is expected to be completed by the end of February 2020.

Construction Engineering

Rehabilitation of Conner Creek Combined Sewer Overflow Basin (CON-234) contract was awarded to Weiss Construction with a start work date of March 28, 2018. A recently executed change order added additional dollars and time to the contract to include flow meter replacement and associated work. The final completion date of this contract is December 6, 2020.

As of December 2019, the Contractor is currently working on base scope deficiency list items and starting the recent flow metering improvements work.



Replacing Seals on Effluent Relief Gates



Shelter over Electrical/Communication Cabinets at Conner Creek CSO Basin

Construction of the Sludge Conveyance Improvements project (CON-197), and rehabilitation of rectangular primary clarifiers project (PC-757) are progressing on site. The Rouge River Outfall Disinfection project (PC-797) has achieved substantial completion and the Contractor is currently working on the punch list items. Rehabilitation of the Chlor/Dechlor facility (CON-238) is in the submittal phase. Construction of the Relocation of the Analytical Lab Operations to the WRRF is progressing at site as well. The performance of Pump No.11 installed under the Pump Station No. 2 Pumping Improvements project (PC-795) is being evaluated by the WRRF Engineering Team. Kick-off meetings are scheduled in January 2020 for the Baby Creek CSO facility: Towards Treatment Sewer Anchor and Wedge Repair project (1901836), and the HVAC Improvements project (1901609A).

WASTEWATER OPERATING SERVICES (continued)

CSO Control Program

The CSO Team is currently developing basis of designs for a disinfection/screening project at St. Aubin and an HVAC project at Oakwood. We anticipate this step to be completed for both projects between April and May of 2020. The CSO Team is also actively managing six (6) Job Order Contracts for construction related work to the CSO Facilities and many other projects in various states (maintenance, study, design and/or construction).

CS-299 – CSO Facilities Assessment Project – The CSO Team is gearing up with the vendor, Jacobs Consultants, to perform the initial needs assessment for all CSO Facilities. Jacobs will provide multi-disciplinary staff to assess needs, interview GWLA staff, and determine and prioritize with GLWA the needs of the CSO Facilities. These needs will take into consideration standardization, future projects, or future permit requirements.

CSO assets have recently been updated, and missing assets have been added into WAM. The CSO Team is working to identify assets that do not have preventive maintenance (PM) routines assigned to them and begin developing PM routines in order of asset criticality. The CSO Team will also work to add in additional account numbers to our assets in the coming weeks to facilitate work orders being tied to purchase order requisitions.

WATER OPERATIONS

Springwells Water Treatment Plant

Turning on the tap at home and reliably receiving a quality product can sometimes be taken for granted. Water Operations has skilled and knowledgeable teams who assure GLWA water treatment facilities meet our need to produce the water of unquestionable quality the region has come to expect from GLWA. Springwells (SPW) is the oldest facility in the system and has a group of diligent team members who continuously strive for excellence, including taking on maintenance tasks that beyond what the normal preventative and corrective maintenance.

One such task is the annual maintenance of our steam generators. The SPW maintenance team disassembles, cleans, repairs, makes upgrades as needed, and reassembles these complex machines in-house. These efforts are recognized by the manufacturer and commend our team for conducting the most in-depth and inclusive PM program they have seen performed by the end-user. This exhaustive preventative maintenance and inspection program has contributed to the longer than average life span of this equipment, which was commissioned in 1999. Thank you, Springwells Maintenance Crew, for helping to keep GLWA, the provider of choice, for southeast Michigan!



WATER OPERATIONS (continued)

Water Works Park Water Treatment Plant

Ozone Contactor Inspection

The ozone contactor inspection took place last November during our annual sodium hypochlorite application at the Belle Isle intake. Our objective for this inspection was to troubleshoot the Sodium Bisulfite Diffuser. Once the contactor was drained, our maintenance team entered the contactor and found flow issues. The diffuser, which was being fed from the Sodium Bisulfite Metering Pump Room, was clogged and not sending enough sodium bisulfite to the ozone contactor.

Maintenance Technicians, with the help of Michael Dunne (WWP Plant Engineer), found three wye strainers clogged and immediately acted in unclogging the strainers. Water was also used to flush a 200-foot line from the Metering Pump Room to the contactor.

Every task was successful!

Filter Backwashing

Regular backwashing of filters at water treatment plants is a common and necessary occurrence. Often, such regular events are overlooked and infrequently examined as to their overall effectiveness. This can lead to breakdown in filter performance, loss of media, and improper washing techniques. An example of an improper washing technique is the rate of water at which the filters are washed. If too low, the filters do not get clean enough. If too high, an excessive loss of filter media may occur.

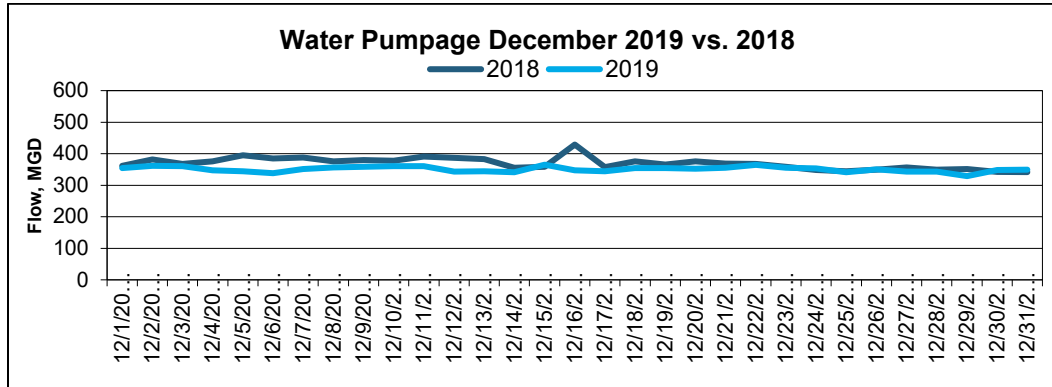
WWP recently measured the filter media expansion rates of two of its 12 filters. The test was conducted to understand if the decrease in water temperature was leading to an undesirable expansion rate. As the water temperature decreases, the density of the water increases – allowing the water to more easily move the filter media. Most reference materials estimate optimum expansion rates for deep-bed monomedia filters, like the ones at WWP, to be 20% - 30%. The two filters that were measured had expansion rates of 17%. While this is lower than recommended rates, all other measurables related to successful backwashing (e.g. turbidity, starting head loss, particle count, run hours) are all at levels that would indicate successful backwashing is taking place. The WWP team will continue to monitor the filter performance and adjust where necessary.

WATER OPERATIONS (continued)

Systems Control Center

December Pumpage

December 2019 pumpage was 4.9% less than December 2018



INFORMATION TECHNOLOGY

In the past month, the IT Security team has proactively blocked or thwarted 8,045 spam messages, 8,108 spoofed messages and 58 viruses. 710 phishing attempts have been caught and 52 malware attempts have been blocked.

The IT Business Productivity Systems team, in conjunction with the Organizational Development Team and the Financial Services Area, launched the reimplementation of our Human Resource Information System (HRIS) on December 16, 2019 and successfully processed the first pay on January 3, 2020. This update streamlines reporting for managers, provides mobile access for both managers and employees and self-service where team members can reset their own passwords.

The IT Customer Service Delivery Team successfully completed the Windows 7 project replacing and upgrading approximately 400 GLWA PCs, desktops, laptops, tablets, and All-in-ones (AIOs) to Windows 10 over the course of the past year. This project was a high priority for IT and critical to the safety of the organization's business, security, and process networks. Windows 7 devices were no longer supported effective January 14, 2020. Microsoft will no longer provide patching, hotfixes, or security updates after that date, making all Windows 7 devices increasingly unsafe and vulnerable to cyber attacks as time proceeds.

The IT Enterprise Asset Management Systems team, in conjunction with the Field Services Team and Enterprise Asset Management Team, successfully implemented the Trimble Unity Stage 2 applications for field data collection and work management. Trimble Unity is a mobile and web-based application that is integrated with GIS data from our water transmission and sewer conveyance systems. The Stage 2 apps made available to Field Services include Water Work, Sewer Work, Valve Operations, and Hydrant Operations.

INFORMATION TECHNOLOGY (continued)

Work orders captured using these apps will improve the quality and completeness of condition and maintenance data related to our linear assets allowing for enhanced asset management and renewal planning.

The IT Enterprise Asset Management Systems team completed a major update to the GIS database for enhanced mapping and analysis of GLWA's water transmission and sewer conveyance systems. This update streamlines and improves the GIS data by consolidating and adding new layers, as well as using additional functionality for more accurate and complete asset locations and attributes.

The IT Enterprise Asset Management Systems team completed a Work and Asset Management (WAM) Environments Improvement project which increases the stability and redundancy of GLWA's primary asset management system production environment. In addition, this project created new platforms for training and end user testing of WAM functionality without effecting the production data set.

Currently, the IT PMO is managing 15 active projects and is processing 15 project requests. Three projects have been successfully completed since the last CEO report.

PUBLIC AFFAIRS

Expansion of Communications Centers in GLWA Facilities

During the 2018 Internal Communications Survey, team members expressed an interest for digital messaging displays and more visual communication. As a direct response to team member input, GLWA established Team Member Communication Centers in the summer of 2018. These Communication Centers include an 8-by-8 foot display board and 43 inch digital messaging monitor.

Based on the positive feedback that has been received from all levels of the organization, Public Affairs, in conjunction with IT, is excited to expand this program! On January 16th, additional digital messaging monitors were installed in GLWA facilities. These facilities include the majority of CSO buildings, the De-Chlorination Building at the Water Resource Recovery Facility, Central Services Facility, Water Board Building and Water Works Park.

Digital displays will notify team members of important information and announcements including team meetings, event information, training opportunities and notifications regarding team member health and benefits. Additionally, the displays will share team member recognitions and play educational videos.

PUBLIC AFFAIRS (continued)

Wastewater Master Plan Video

In partnership with the Wastewater Master Plan (WWMP) steering committee, Public Affairs created an eight-minute video detailing the plan's five outcomes.

Featuring a cross-section of member partners, steering team members and GLWA leaders, the video will be used to help tell the story of the WWMP and gain buy-in by elected officials and other stakeholders in the region. It has been posted on GLWA's social media, website and sent to all GLWA member partners for their use. It is also being sent to local community cable stations.

Watch the video by clicking here: https://www.youtube.com/watch?v=Hur_noJ-9v0

ORGANIZATIONAL DEVELOPMENT

Benefits/Wellness

GLWA Open Enrollment for our 2020 Benefit plans was successfully completed. Team Member enrollment increased 3.7% over 2019 enrollment.

Training and Development

During the month of December 2019, GLWA facilitated:

16 courses in Safety. Delivered 132.5 Hours of Instructor-Lead Training to:

- 149 GLWA team members
- 110 Member Partners:
 - 50 Member Partners completed the Bloodborne Pathogen course
 - 11 Member Partners completed the Confined Space Entry Initial Course
 - 49 Member Partners completed the First Aid/CPR training course

8 courses in various subject matters (Onboarding, Leadership, etc). Delivered 57.5 Hours of Instructor-Lead Training to 73 GLW Team members.

50 courses hosted by Contractors. Delivered 81 Hours of Training:

- 27 GLWA team members
- 54 Member Partners:

LEGAL

General Counsel's January Report is an attachment to the Chief Executive Officer's Report.

Respectfully submitted,



Sue F. McCormick
Chief Executive Officer

SFM/dlr

Attachments (1)



Office of the General Counsel

735 Randolph Street, Suite 1900
Detroit, Michigan 48226

Office of the General Counsel – January, 2020

- ***NPDES ACO Dismissal:*** The Office will assist in preparing documents to have the ACO dismissed.
- ***Legislative Updates:*** The Office continues to support HB 4806 which contains amendments to the exception to governmental immunity, regarding liability for sewer back up claims. GLWA continues to cooperate with member partners on the Lead and Copper Rules as well and attend webinars on the subject. The Office is also monitoring a bio-solids bill.
- ***Gordie Howe International Bridge:*** The IWC program vacated 303 Livernois and relocated to WWRF, however, GLWA's reimbursable relocation costs remain an open item.
- ***FCA Mack Engine Plant:*** The parties closed on the transaction, transferring approximately 9.4 acres of vacant land at the Conner Creek CSO Plant to the DBRA.
- ***Trenton Water Main:*** The Office is negotiating the transfer of the 24-inch water main to GLWA. GLWA retained a survey company to survey the entire easement area for the transfer documents.
- ***Water Contract Negotiations:*** GLWA will attempt to secure long term contracts with all communities that are not on the model contract.
- ***Environmental and Workplace Safety Compliance:*** The Office continues to work with the COO and team leaders from both the water and sewer systems to comply with regulations and to respond to any alleged violations. The Office is also assisting on GLWA's property remediation efforts.
- ***Record Retention Policy:*** The Office is drafting a record retention policy for GLWA.
- ***Industrial Pretreatment Program:*** The Office continued to work with the Industrial Waste Control ("IWC") Group and external stakeholders on finalizing and implementing an updated IPP and overseeing the current program. The Office coordinated the transfer of a portion of GLWA's IPP to the Oakland County Water Resource Commissioner ("OCWRC"). The Office is also providing assistance on PFAS and PFOS matters.
- ***Lead and Copper:*** The Office provided support to GLWA's Water Supply Advisory Council.

- **Real Estate:** The Office negotiated easements to operate and maintain water and sewer infrastructure in the footprint of the FCA project. The Office is working with GLWA's broker to market 235 McKinstry.
- **Member Outreach:** The Office continues to be an active participant in Member Outreach sessions.
- **Main Relocations:** The Office continues to support water operations in its discussions with community stakeholders regarding water main relocations.
- **Civil Litigation and Arbitrations:** The Office continues to vigorously defend actions against GLWA, including recently filed class action lawsuit regarding IWC charges. One federal lawsuit was filed against GLWA; however, it was dismissed by the Court for failing to state a claim. GLWA continues to pursue its action against Highland Park for the collection of unpaid water and sewer invoices.
- **Labor Relations:** The Office continues to provide legal advice to Organizational Development on labor relations and employment matters.
- **Lease Arbitration:** The City and GLWA delayed the arbitration to secure an amicable resolution of open items.
- **Procurement:** The Office continues to assist GLWA's Procurement Team negotiate contracts, change orders and amendments and interpret contractual provisions. The Office is also assisting with the Procurement Policy's Procedures and updating GLWA's template contracts.
- **Past Month's Statistics:**

| | |
|--|----|
| Contracts reviewed as to form: | 40 |
| Contracts drafted or revised: | 44 |
| Subpoenas/Information requests received: | 6 |
| Subpoenas/Information responded to: | 1 |