



TO: Mitch Dempsey, Environmental Projects Manager, LCDC
FROM: Andrea Paine, Program Coordinator, HRWC
RE: 2025-2029 Livingston Watershed Advisory Group Work Plan
DATE: April 15, 2024

The proposed five-year work plan contains tasks to develop and execute joint watershed and stormwater services for the Livingston Watershed Advisory Group (WAG). This work plan is designed for the Livingston WAG members and presents support services provided by the Huron River Watershed Council (HRWC). These tasks are primarily designed to comply with stormwater permit requirements from the Michigan Department of Environment, Great Lakes and Energy (EGLE). The work plan is for five years, which is historically consistent with a five-year permit cycle for stormwater regulations. The work plan budget will be a “not to exceed” budget, with tasks only engaged as the membership approves.

Timeline: This proposed work plan begins January 1, 2025, and ends December 31, 2029.

Work Plan Tasks:

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

Description: The WAG will meet on a biannual basis at minimum to report on activities and progress. Additional meetings may be held based on current activities or permit requirements. During permit application or biennial reporting periods, the WAG may meet more frequently. HRWC will support the Livingston County Drain Commissioner’s (LCDC) Office staff with meeting facilitation, preparation, and coordination. HRWC will prepare communications and materials for meetings in coordination with LCDC including agendas, agenda item materials, reports, and follow-up items. HRWC will support LCDC in publicizing WAG activities via websites and newsletters. Periodically, LCDC and HRWC will solicit feedback from WAG members on delivery of services and modify the execution of the workplan, as needed.

Rationale: Public meetings are required by commitments in the Public Participation Plan within stormwater permit applications and are necessary for planning and coordination of collaborative activities.

Task 2: **Prepare program reports**

Description: HRWC will develop the necessary materials to support member reporting to EGLE on collaborative permit activities. Currently, biennial progress reports are required for the stormwater permit and the budget will reflect this effort. EGLE may move the frequency back to annually, however. HRWC will work with LCDC to compile, summarize, and disseminate relevant information and templates as needed for WAG members’ stormwater reporting via EGLE’s MiEnviro Portal. All reports will be shared with WAG members prior to reporting deadlines and updated as necessary to remain compliant with changes to EGLE’s stormwater reporting requirements. HRWC will also track activities and spending to support quarterly reporting and invoicing to LCDC.



Rationale: Biennial reports are required for stormwater permits. The reports also provide the basis for measuring and reporting progress over time.

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

Description: HRWC will work with the WAG to plan and execute water chemistry and flow monitoring and stormwater investigation for two field seasons (April to September) during the five-year contract period as well as additional annual water level and storm monitoring. In addition, HRWC will execute macroinvertebrate monitoring in January, April, and October each year. Macroinvertebrate monitoring will rotate among sites each year to minimize cost and maintain continuity of data. Monitoring provides an overall assessment of watershed health, identifies areas of success and in need of greater attention, and evaluates progress towards Total Maximum Daily Loads (TMDLs). HRWC also will work with WAG members, as necessary, to integrate monitoring with Illicit Discharge Elimination Programs (IDEP). Work will include the following: measure stream discharge at long-term monitoring sites (6 in Livingston) during dry and wet weather conditions; monitor key water quality indicators at long-term sites and stormwater 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 at WAG meetings; incorporate results into progress reports and other promotional media; and disseminate monitoring reports to WAG members and post them on HRWC's website. Monitoring details can be found in the TMDL Monitoring Plan.

Rationale: Monitoring for TMDL areas is required by the stormwater permits. It is also necessary to help determine pollutant hot spots, track changing conditions, and assess progress. Flow and storm monitoring is useful in interpreting chemistry results. Macroinvertebrate reporting provides a baseline assessment of overall water and stream habitat quality.

Task 4: Provide technical assistance on permit compliance and watershed management issues

Description: HRWC will provide support and technical assistance to WAG members throughout the five-year contract period. HRWC will facilitate discussion and development of shared permit application materials and assist in permit negotiation with EGLE, including the coordination with other MS4s in Michigan and across the watershed. HRWC will consult with WAG members on an as-needed basis to provide advice, information, and assistance with all aspects of the stormwater permit. If audited, HRWC staff will meet with state auditors regarding permit-related watershed activities. HRWC will also represent WAG members at statewide MS4 meetings or relevant stormwater management discussions. HRWC will also look for opportunities to obtain additional funding to implement WAG priority activities in an effort to maximize WAG member funds. As requested, HRWC will also support WAG members with grant writing activities for priority activities and implementation projects.

Rationale: Stormwater permit applications allow for submission of collaborative materials. Joint planning can be more efficient, reduce costs, and meet overall goals more effectively. HRWC is periodically asked to provide individual permittee support. This task includes a few extra hours to research and follow-up on implementation projects suggested by WAG members. Additional hours were included to develop grant funding proposals.

Task 5: Continue to implement the collaborative Public Education Plan (PEP)

Description: HRWC will develop and execute tasks to meet the stormwater permit's collaborative PEP activities. Major items identified in the PEP include developing educational materials (print and digital); distributing a watershed community calendar; publishing stormwater pollution prevention content and running paid print and/or digital advertising; promoting water resource protection learning, volunteer monitoring, storm drain labeling and county-wide complaint tracking and response systems; and conducting outreach at local and regional community events. HRWC's work plan activities will include the regular development and production of an educational watershed community calendar, representation at two regional public outreach events annually, and development of stormwater management informational content for local distribution and use with the public. To evaluate PEP effectiveness HRWC will also facilitate the collaborative administration of a broader public survey at least once during the five-year stormwater permit cycle. Details on specific task items can be found in the PEP. Calendar printing and distribution will be contracted separately with individual municipalities and agencies.

Rationale: All items within this task are related to commitments made in the collaborative PEP within stormwater permit applications. Collaborative watershed education that relies on consistent messaging across the watershed and support from a number of permittees to implement is more effective at a lower overall cost.

Task 6: Revise and implement the TMDL Plan

Description: Stormwater permits require activities to address TMDLs within regulated areas. WAG members may need to submit a revised collaborative TMDL Implementation Plan to EGLE outlining proposed activities to achieve progress towards TMDLs, including the new statewide E. coli TMDL. HRWC will support conversations among WAG members to determine priorities and activities for a new TMDL plan. HRWC will draft a new TMDL plan in alignment with WAG member discussions and in compliance with EGLE requirements. Since the requirements are not yet fully determined, HRWC will represent WAG members in discussions with EGLE to determine necessary revisions to existing TMDL plans. HRWC may need to modify this work plan and the corresponding budget based on the approved TMDL plan activities.

Rationale: To comply with stormwater permit requirements, HRWC and WAG members will likely need to update the existing collaborative TMDL Implementation Plan. EGLE requires a plan or other documentation outlining how MS4 will make progress toward achieving the pollutant load reduction requirement in the TMDLS for phosphorus and bacteria.

2025-2029 Livingston Watershed Advisory Group - HRWC Budget

Task No.	Task Name	Item	2025	2026	2027	2028	2029	TOTAL
1	Coordinate and facilitate WAG meetings; PPP	Staff	\$2,250.00	\$2,340.00	\$2,433.60	\$2,530.94	\$5,264.36	\$14,818.91
		Direct	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
		Total	\$2,250.00	\$2,340.00	\$2,433.60	\$2,530.94	\$5,264.36	\$14,818.91
2	Prepare program reports	Staff	\$6,000.00	\$1,170.00	\$6,489.60	\$1,265.47	\$7,019.15	\$21,944.22
		Direct	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
		Total	\$6,000.00	\$1,170.00	\$6,489.60	\$1,265.47	\$7,019.15	\$21,944.22
3	Water monitoring	Staff	\$6,000.00	\$27,300.00	\$6,489.60	\$29,527.68	\$7,019.15	\$76,336.43
		Direct	\$ -	\$ 8,026.00	\$ -	\$ 8,054.00	\$ -	\$16,080.00
		Total	\$6,000.00	\$35,326.00	\$6,489.60	\$37,581.68	\$7,019.15	\$92,416.43
4	Technical assistance and permit compliance	Staff	\$2,250.00	\$2,340.00	\$2,433.60	\$2,530.94	\$2,632.18	\$12,186.73
		Direct	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
		Total	\$2,250.00	\$2,340.00	\$2,433.60	\$2,530.94	\$2,632.18	\$12,186.73
5	Public education plan implementation	Staff	\$21,000.00	\$21,840.00	\$22,713.60	\$23,622.14	\$24,567.03	\$113,742.77
		Direct	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$45,000.00
		Total	\$30,000.00	\$30,840.00	\$31,713.60	\$32,622.14	\$33,567.03	\$158,742.77
6	TMDL implementation plan	Staff	\$5,250.00	\$3,900.00	\$4,056.00	\$4,218.24	\$4,386.97	\$21,811.21
		Direct	\$ -	\$ 3,402.00	\$ -	\$ 3,408.00	\$ -	\$6,810.00
		Total	\$5,250.00	\$7,302.00	\$4,056.00	\$7,626.24	\$4,386.97	\$28,621.21
TOTAL			\$51,750.00	\$79,318.00	\$53,616.00	\$84,157.42	\$59,888.85	\$328,730.27

ANNUAL AVERAGE \$ 65,746.05