



**Office of the Chief Executive**  
735 Randolph Street, Suite 1900  
Detroit, Michigan 48226

September 26, 2018

The Honorable  
Board of Directors  
Great Lakes Water Authority

Dear Chairman Hendrix and Directors:

**Regarding: CEO's Report – September, 2018**

Last month I told you that GLWA had met with the rating agencies in preparation for our refunding and new money bond transaction, and that we were eagerly awaiting the results of those meetings. I am pleased to report that GLWA received a favorable response from all three rating agencies:

**S&P Global Ratings** increased GLWA's senior lien water system rating by three notches to AA- and its second lien water system rating by three notches to A+. It also moved GLWA's senior lien sewer system rating up by two notches to A+, and its second lien sewer system was increased by two notches to A. Both the senior and second sewer liens were assigned a positive outlook.

**Moody's Investors Service** upgraded GLWA's water system and sewer system senior lien ratings one notch to A2, and its second lien ratings one notch to A3.

Finally, **Fitch** affirmed GLWA's ratings for its water system and sewer system senior lien bonds at an A, and its second lien bonds at an A-. The credit outlook for both water and sewer debt was increased from stable to positive.

The GLWA financing team followed up on these positive results by traveling to Boston and New York during the week of September 10<sup>th</sup> to meet with perspective investors both individually and in group sessions. We always enjoy the opportunity to tell the GLWA story, and it was especially rewarding to have the opportunity to respond to questions from these individuals who were clearly familiar with GLWA's history and our progress.

On Friday September 14 and Monday September 17, 2018, we offered our bonds for sale to both retail and institutional investors. At the conclusion, we were able to sell \$331.5 million in refunding bonds. We also sold \$81.6 million in new money bonds for Detroit local system improvements. While we will review the transaction with you in greater detail as a part of today's agenda, I want to again take this opportunity to congratulate the entire GLWA team; underwriters, staff team members, Board Members and Member Partners for their support of this transaction and contributions to its success! We couldn't have done it without any one of you.

A few highlights of the transaction include almost \$60 million dollars in Net Present value Savings (NPV) with a \$24.9 million-dollar NPV savings to the Water Fund and a \$34.5 million-dollar NPV savings to the Sewer Fund. In addition, the \$81.6 million dollars of new money bonds sold for Detroit local system improvements generated \$91 million dollars of new money for that system and reflects the market's positive view of GLWA's credit story.

We continue to move forward with Phase 2 of our "Units of Service for Non-Master Metered Customers and System Water Audit" project. There are two district metered areas (DMAs) planned for the City of Dearborn in the Phase 2 of the study. The first of two district metered areas (DMAs) for the City of Dearborn has been operational since August 30, 2018 and the second DMA is scheduled to be operational by late September 2018. Similarly, the first of four DMAs planned for the City of Detroit is scheduled to be operational by late September 2018.

I can't conclude my report without sharing a few congratulations for GLWA Team Members:

Mr. Ali Khraizat, P.E. has been promoted to fill our vacant position of Capital Improvement Program Director and is currently transitioning from his current position as GLWA's Manager of Wastewater Engineering Design to this new role. Mr. Khraizat's arrival will allow us to continue to enhance our focus on our capital program, and allow us to transition from our currently combined Asset Management and CIP Group into two distinct Groups; the Asset Management Group and CIP Group

Congratulations to Bill Fritz on serving as the President of the AWWA Michigan Section, to Cheryl Porter on serving as a Board Trustee for the Michigan Section, and Michelle Zdrodowski as the Michigan Section's Communication Committee Chair. I also want to congratulate Cheryl Porter on her selection to serve as an appointed member of the Finance Committee of the AWWA.

## PLANNING SERVICES

### *Asset Management and CIP Group*

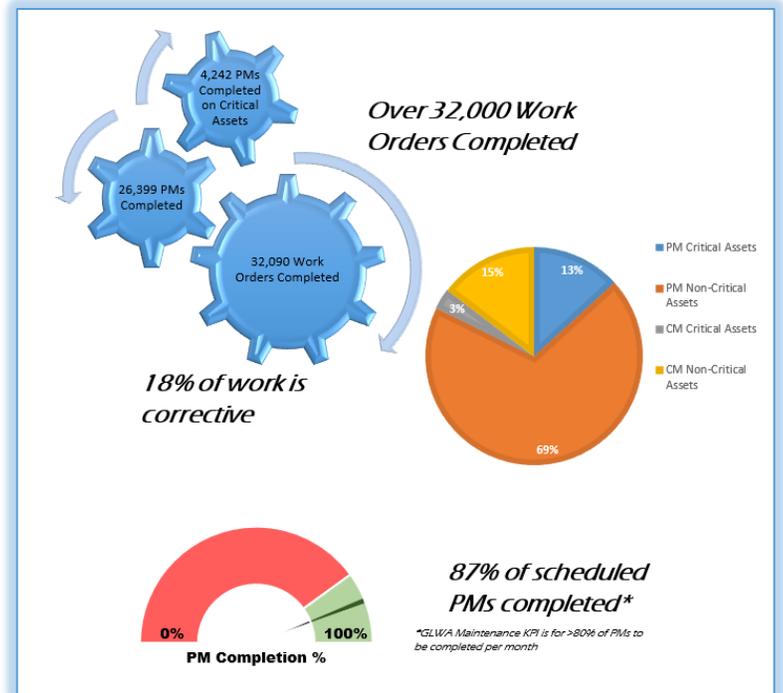
The 2018 Wastewater Asset Management Program Implementation Annual Report has been prepared and will be submitted to the Michigan Department of Environmental Quality per the requirements within the existing National Pollutant Discharge Elimination System permit by October 1, 2018. The report provides an overall update of the status of asset management within GLWA wastewater system. The information shown to the right is an excerpt from the report.

The request for proposals of the Capital Improvement Program Delivery initiative (CS-272) is currently open and can be found at the following hyperlink shown below:

<https://glwater.bonfirehub.com/opportunities/9542> Proposals are due on October 5, 2018.

Because the development of the updated CIP is currently underway, Ali will work with Director Jody Caldwell to transition into the current process midstream. Duties that will fall into the separate CIP Group include - development of the future updates to the CIP, management of the Capital Improvement Program Delivery project, interaction and communication with the Board's CIP Committee, presentation and leadership in the Asset Management and CIP member outreach group and providing information and regular updates to the Executive Leadership Team. Additionally, Ali will be taking on the pivotal role of keeping open lines of communication to facilitate alignment and process streamlining between many GLWA team members in a variety of Groups and Teams.

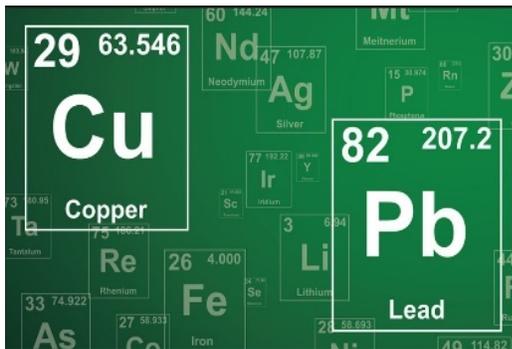
These team members include the Water and Wastewater Engineering and Operations Groups, the Construction Accounting and Financial Reporting Group, Procurement, Information Technology, and others.



## PLANNING SERVICES (continued)

### *Systems Planning Group*

The One Water Partnership meeting was held on September 20, 2018 at the VisTaTech Center at Schoolcraft College in Livonia. The meeting had a variety of topics such as an update on the condition assessment, the wastewater charges methodology process, units of service, and a look back of emergency communication protocols and how they have changed based on recent events. The next One Water Partnership meeting is scheduled for December 13, 2018.



Two workshops will be held with the Michigan Department of Environmental Quality regarding the Lead and Copper Rule that is now in effect. One workshop is being offered on October 12, 2018 from 1:00 p.m. – 3:30 p.m. at the Stone Creek Banquet Hall in Flat Rock, MI. The second workshop is being offered on October 26, 2018 from 9:30 a.m. – 12:00 p.m. at the Community Center in Troy. Nearly 90 members have already registered for the workshops. If you are

interested in participating or would like more information, please contact the Member Outreach Team at [outreach@glwater.org](mailto:outreach@glwater.org).

Member Outreach is excited to share that work is underway on the new Member Outreach Portal! We are working closely with the GLWA IT Team and the vendor, Kaleidico. We plan to launch the new portal later this year.

The second GLWA Scorecard will be distributed to members this fall. The Water Management Best Practices Work Group spent time at their August 2018 meeting reviewing and refreshing the original GLWA Scorecard that was distributed in the Fall of 2017. The One Water Co-Chairs and other members provided feedback from the first survey. Results of the 2018 GLWA Scorecard will be analyzed by Bridgeport Consulting and discussed with GLWA's Executive Leadership Team and the One Water Co-Chairs before presenting at the December 13, 2018 One Water Partnership meeting.

GLWA is continually making progress on the request to extend training to our member-partners through our One Water Institute. Member Outreach has been working hand-in-hand with Organizational Development and Financial Services to develop an understanding of member participation and perform a financial analysis of how participants will pay for the training. A survey has been distributed to each member-partner that will help us gauge the level of participation from each member community.

**PLANNING SERVICES** (continued)

The topic of Wastewater Charges is being tackled in several Member Outreach work groups.

Work Group Name	Work Group Purpose	Attendees	Meeting Schedule
Sewer SHARES	Technical work group with a purpose to generate the data needed to populate the charge methodology.	One representative plus an alternate from each Member Partner. May be a direct Member Partner or consultant.	Every-other Friday, typically 10am - 12pm
Charges	Regular Member Outreach work group. May be used to bring Sewer SHARES and Charges Methodology groups together.	Members and Member Partners.	Every-other month.
Charges Methodology	Financial work group with a purpose to develop the methodology itself, which will ultimately be used to determine member charges.	One representative plus an alternate from each Member Partner. Must be a direct Member Partner.	Every-other week.

The new contractor team for the Good Sewer Metering Practice was introduced at the 2018 August Wastewater Analytics Task Force (WATF). The team will be led by Ted Burgess from CDM. Highland Park presented on their thoughts for sewer metering in their area. Additional discussion will occur with Highland Park and GLWA before any decisions are made.

The GLWA Finance Team attended the 2018 August Wastewater Best Practices meeting to talk to members about sodium hypochlorite use and the potential for exploring a cooperative purchasing agreement with vendors. The Wastewater Master Plan team attended the meeting to lead a discussion regarding regional data sharing.

The Detroit Riverfront Conservancy group provided the Wastewater Master Plan Steering Team with a presentation regarding their plans for the West Riverfront Park area. There was a lot of good discussion, and we anticipate hearing from the group again as construction draws closer. The project is in the design phase with final completion expected in 2022.



**PLANNING SERVICES** (continued)

August Member Outreach Meeting Attendance	
Meeting	# Attended
Water Management Best Practices Work Group (8/1)	14
Wastewater Charges Work Group (8/2)	48
Wastewater Analytics Task Force (8/3)	27
Sewer SHAREs Work Group (8/3)	26
Communications Work Group (8/9)	19
Wastewater Master Plan Steering Team (8/10)	35
Wastewater Best Practices Work Group (8/15)	27
Public Education Work Group (8/23)	10

***System Analytics and Meter Operations Group (SA&MO)***

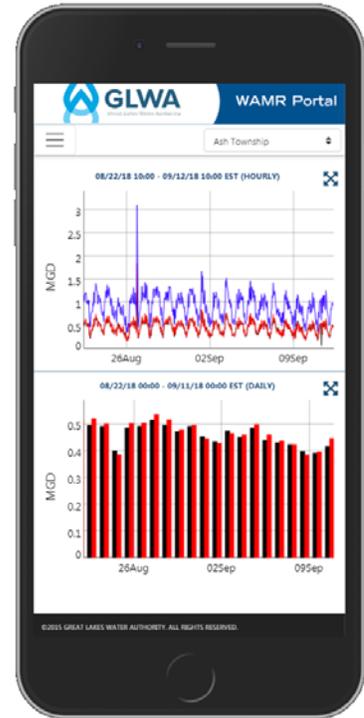
The West Side Sewer Modeling and Monitoring project delivered the final calibrated model to the Wastewater Master Plan team on August 31, 2018. A progress meeting with Michigan Department of Environmental Quality was held on September 17, 2018.

## **PLANNING SERVICES** (continued)

The mobile compatible Wholesale Automated Meter Reading (WAMR) Portal has been rolled out to select internal and external users for testing and feedback. The re-designed system is an improved user experience and includes new features for billed consumption; system pumpage; maintenance; and additional internal-use components for administration and operation.

The System Analytics & Meter Operations (SA&MO) team has also kicked off updating the Greater Regional Detroit Sewerage System (GDRSS) Portal. The GDRSS Portal was built on the same framework as the WAMR portal and no longer met our needs. This transition will update the functionality of the site and provide flexibility for enhancements.

The D+ meter project is a component of the flow analysis for the next set of Sewer Shares. This project will provide flow data for different type of land use in the D+ area. The project team has installed 19 of the total 23 meters to measure flows. Additional investigation is underway for four other locations.



As a part of Capacity Management team, SA&MO is carrying out hydraulic modeling and analysis for the Lake Huron Pump Upgrade Project. A preliminary assessment of system pump curves is completed for construction duration and normal operation conditions.

A hydraulic model calibration for the water system with 2016 production and demand data is ongoing. The model will be calibrated for Maximum Day, Average Day, Minimum Day, and Peak Hour Demand Scenarios.

## **WASTEWATER OPERATING SERVICES**

### ***Wastewater Operations Group***

The Water Resource Recovery Facility (WRRF) operations were in compliance with the Water Quality Standards for the month of August 2018.

WRRF hosted a meeting and tour for the Michigan Cleaner Lake Erie through Action and Research (MI CLEAR) Partnership.

The partnership includes farmers, agricultural and environmental leaders, universities, conservationists, landscape professionals, energy leaders, tourism and economic development interests, and more, all working together to improve water quality in the western Lake Erie Basin.

## **WASTEWATER OPERATING SERVICES** (continued)

### ***Engineering & Maintenance Groups***

#### ***Construction Engineering***

The construction of Rouge River Outfall Disinfection Project is progressing with a targeted construction completion date of April 1, 2019, as required by the NPDES permit. Current work efforts include interior coating of the sodium hypochlorite tanks, installation of chemical metering and recirculation pumps, installation of electrical, plumbing, HVAC, fire suppression and process piping in the new hypo building; construction of the primary effluent diffuser chambers and flowmeters on the west conduit. Control workshops and testing for the disinfection control systems is also being conducted. Construction started on a rain garden and porous pavement at the parking lot in front of the WRRF New Administration Building.



**Installation of chemical metering pumps is in progress**

Construction of the Rehabilitation of Rectangular Primary Clarifiers project and Aeration System Improvements project are also progressing.

#### ***Design Engineering***

The WRRF Design Engineering Team has been preparing for the relocation of the Industrial Wastewater Control Division (IWCD) staff to the New Administration building at the WRRF. Design Engineering has relocated from their former office to accommodate the construction necessary to relocate the IWCD team members, and eagerly awaits the completion of a newly renovated office space for permanent residency. Design Engineering also continues to develop new proposals for needed capital projects around the WRRF.

## **WASTEWATER OPERATING SERVICES** (continued)

### *Maintenance*

The WRRF Maintenance Team oversaw the reinstallation of the rehabilitated Main Lift Pump #4 at Pump Station #1. Other ongoing efforts are the installation of seagull deterrent equipment at the former Detroit Marine Terminal property and the repairing and repainting of the men's locker room at the WRRF (see photo below). The Maintenance Team continues to work alongside the Operations Team to optimize equipment uptime and plant efficiency.



**Newly repaired floors and repainted lockers at WRRF**

### *Industrial Waste Control (IWC) and Analytical Laboratory*

The Analytical Laboratory participated in the Environmental Protection Agency's Discharge Monitoring Report – Quality Assurance (DMR-QA) Study 38 laboratory audit and received an "Acceptable" rating meaning all reported values fell within the acceptance limits for the audit. All results and findings were forwarded to the MDEQ on August 23, 2018.

## **WASTEWATER OPERATING SERVICES** (continued)

### ***CSO Control Program***

The GLWA CSO Control Program Team in partnership with the CSO Operations Team continues to identify, prioritize, and address facility maintenance, equipment, and logistics issues. A variety of projects to increase reliability and functionality are underway. The most noteworthy projects are as follows:

- CSO Facility roof inspection project completed;
- Improvements to electrical and controls systems at Leib RFB;
- Improvements to the HVAC system @ Leib, Baby Creek;
- Improvements to the influent chamber at Baby Creek, completed;
- Baby Creek influent meter replacement;
- Improvements to the effluent chamber at Baby Creek
- Improvements to discharge gates at Conner Creek;
- Improvements to the drain vault at Oakwood;
- Improvements to fire alarm systems for all nine CSO facilities;
- Improvements to electrical and controls systems at Puritan Fenkell and Seven Mile;
- Puritan Fenkell Roof Replacement;
- CSO Facilities roof repairs from assessment;
- A UPS Maintenance contract award is being negotiated;
- Switchgear maintenance beginning for all nine CSO Facilities; and
- Sprinkler systems tested and inspected, repairs are under way.

Projects that are in the planning phase with start dates in the near term are as follows:

- Addition of Operator Interface Terminals (OITs) in the field to improve operations at various CSO Facilities;
- Assessment of disinfection system operation, piping at St. Aubin;
- Document management projects to organize, scan, and index CSO files;
- Seven Mile CSO facility roof replacement, parking rehab, site grading, and sidewalk replacement;
- Solicitation for structural repairs based on completed structural inspections (design-build);
- Solicitation for CSO facilities needs/condition assessment for all nine CSO facilities (procurement);
- Solicitation for long-term switchgear, and level sensor/meter maintenance;
- Improvements to the Conner Freud Influent Flow Meters; and
- Solicitation for Job Order Contract for as-needed heavy maintenance;

## **WATER OPERATIONS**

### *Regional Collaborative Leadership*

A step toward collaborative leadership in the region concerning water is getting involved and sharing our GLWA stories and offering our expertise in volunteer roles. At the American Water Works Association (AWWA) Michigan Section Annual Conference and Exposition held the week of September 10, 2018, GLWA had the pleasure of 11 attendees. Aftab Borka – Public Affairs Group, lent his talent by memorializing the occasion through photos, shown below. Four of the attendees presented as follows:

#### **48” Water Main Break – Response Recovery and Lessons Learned**

*Presenter: Todd King*

#### **What is the System Maximum Day Flow Demand? Impacts of Climate Factors and Pricing on Seasonal Irrigation Demands within the Great Lakes Water Authority System**

*Presenter: Timothy Kuhns*

#### **All Models Are Wrong, But Some Are Useful: Great Lakes Water Authority’s Transmission Main Prioritization to Drive Focused Renewal**

*Presenters: Byron Wood and Todd King*

#### **YP Presentation – Managing and Working with Millennials in the Water Sector**

*Presenter: Jacob Mangum*



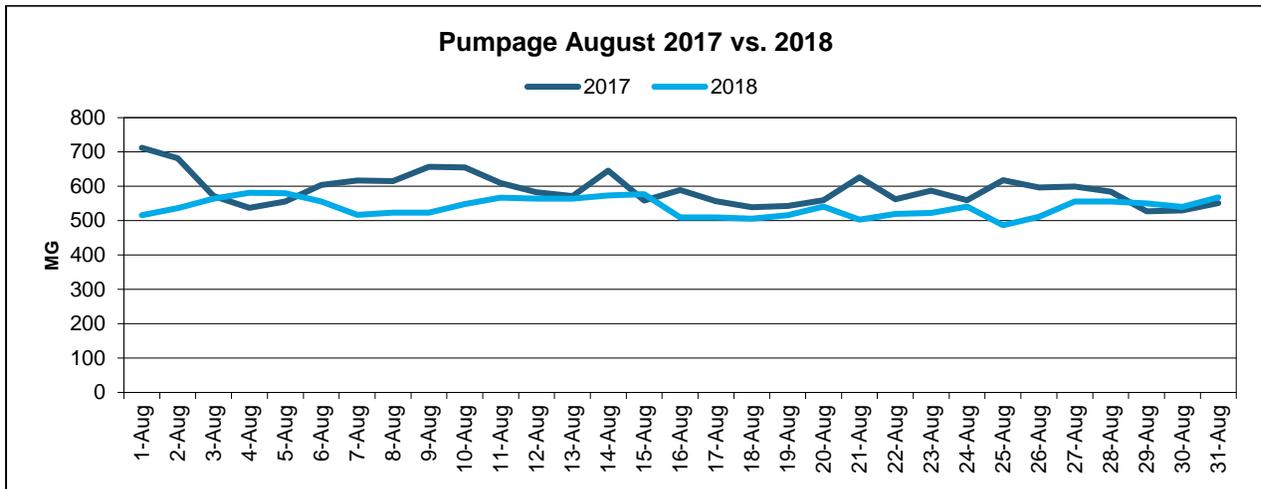
*Congratulations for the volunteers who are contributing to our collaborative role in the region.*

## WATER OPERATIONS (continued)

### *Systems Control*

#### *August System Pumpage*

August 2018 pumpage was 8.6% lower than August 2017. The average pumpage was 539 MGD. 2018 peak system pumpage (June-August) was 5.4% lower than 2017.



## INFORMATION TECHNOLOGY

Elizabeth Phillips has been promoted to IT Manager – Service Delivery. Liz has done an outstanding job serving as an IT Project Manager for the past 11 months and has many years' experience managing the Help Desk function for multiple organizations prior to joining GLWA. Liz will apply her skills to improve the IT customer experience at GLWA.

The IT Security and Infrastructure teams are working with ATT to implement the ProofPoint email security service. This service will scan external email being sent to GLWA team members and determine if the email contains any malicious code (viruses) or malicious Internet links. If suspicious code or links are found, these will be stripped from the incoming email. This will greatly reduce the email spam and phishing attempts that are targeting GLWA team members. A target date of October 31, 2018 has been set, to have the ProofPoint service in place.

The IT and Asset Management Groups have selected a vendor after completing the RFP process to gather business and system requirements for the replacement of GLWA's Work and Asset Management (WAM) system. The scope of this contract includes development of a comprehensive system design based on the business requirements and industry best practices which will culminate in the creation of an RFP for a new Enterprise Asset Management (EAM) system. The vendor will also be tasked with providing oversight services for the selected application implementation.

As bifurcation activities continue, DWSD and GLWA IT groups expect the completion for a current shared service by the end of September. As of October 1, GLWA will no longer be providing services for ITS-002 Customer Service Suite.

## **INFORMATION TECHNOLOGY** (continued)

DWSD has asked for a 90-day extension for ITS-001 AMR support and ITS-003 “See Click Fix”, so the new date for bifurcation of this service is December 31, 2018. Additional services are anticipated to be bifurcated in the first and second quarters of 2019.

The Enterprise Applications team in collaboration with Finance has launched the Payroll Data Mart. The Data Mart is used by Finance to streamline the process of recording actual pay from Ceridian and creating journal entries in BS&A.

The PMO is currently managing 22 active projects and is processing 10 project requests.

## **PUBLIC AFFAIRS GROUP**

With the start of the new fiscal year, Public Affairs is continuing its community outreach, identifying at least one event in each of our operational counties to support via the donation of collapsible water bottles and small sponsorships that will allow for promotion of the Authority’s brand. The first event of the year is the “Touch a Truck” event was Saturday, September 23 in Allen Park (Wayne County), where 500-600 people will interact with vehicles (fire trucks, police cars, etc).

Public Affairs Specialist Aftab Borka attended the MI-AWWA ACE conference, where he served as the official photographer for the section, and also gathered information to post to the section’s social media sites in real time (which the section had never done before).

As a part of GLWA’s commitment to MI-AWWA, Public Affairs has created a “Social Media 101” presentation that Michelle Zdrodowski and Aftab Borka will be presenting at the MI-AWWA’s regional section meeting, which will be held October 2 in Livonia, October 3 in Kalamazoo, October 23 in Mt. Pleasant and October 24 in Gaylord.

Public Affairs is partnering with Organizational Development on several projects, including a comprehensive internal communications campaign surrounding the upcoming benefits open enrollment. In addition to conducting a call out for team members’ family photos to be included in the open enrollment guide, the campaign will also include fliers, posters, articles in the One Water News and a series of emails. The other project is the production of a welcome video from our new Wastewater COO to his team at WRRF.

## **SECURITY AND INTEGRITY**

During the month of August and September, the Security and Integrity Group has trained 591 team members on “Active Shooter Training”, and that training continues.

The Group has also completed “Evacuation and Hazard Training, “Site Emergency Plan (SEP) Training and Process Safety Management (PSM)/Risk Management Program (RMP) Training”.

Security and Integrity completed the multi-agency Homeland Security emergency preparedness Table-Top Exercise held at the Lake Huron Water Plant on August 30<sup>th</sup>.

## **ORGANIZATIONAL DEVELOPMENT**

### ***Benefits***

In August 2018, GLWA made good on the offer of a make-up retirement contribution to 34 former City of Detroit employees who became GLWA employees on January 1, 2016, who were not vested in the City of Detroit’s retirement plan. This contribution was intended to serve as a “make-up contribution” for the retirement benefit those employees forfeited under the City of Detroit’s General Retirement System (“GRS”) because they transferred to GLWA before they completed 10 years of service at the City of Detroit.

GLWA has selected Lockton Dunning Benefits as our new Benefits Broker. Lockton is the world’s largest privately owned, independent insurance brokerage firm. Effective September 14, 2018, OD will collaborate with our Detroit based dedicated Lockton team to create an integrated, comprehensive employee benefits solution for GLWA team members.

### ***Apprenticeship Program***

The EICT-I Apprentices have completed their first year and we have maintained 100% retention of 20 Registered Apprentice.

Recruitment began to select Maintenance Technician Apprentices, between Labor Day, Monday September 3 and Friday September 14. Internal candidates had the opportunity to apply for this program before any placements occurred. There are eighteen (18) internal applicants, two (2) Focus: HOPE graduates of their Pre-Apprentices training and 140 external applicants. The final selection will occur in November during National Apprenticeship Week and the Apprentices will begin the three-year, 10-month program and classes at Henry Ford College in January 2019.

### ***Staffing***

Since the last CEO report, August 2018, one (1) contractor has become a GLWA team member. The table below provides a breakdown of GLWA Team Members to date:

Total Staffing - Regular FTEs	975
Number of Hires - 2018 YTD	162
Total Number of Contractors (FTEs)	123

## **ORGANIZATIONAL DEVELOPMENT** (continued)

### ***Training***

Between January 1, 2018, and August 31, 2018, GLWA:

- Provided over 20,850.75 hours of training and development.
- Provided training and development to 3,179 GLWA team members (more than one course per team member).
- Facilitated 108 courses, in Safety, Water Operations, Wastewater Operations, and Technology.

## **FINANCIAL SERVICES GROUP**

The Financial Services Group September Report will follow as an attachment to the Chief Executive Officer's Report.

## **LEGAL**

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

Respectfully submitted,



Sue F. McCormick  
Chief Executive Officer

SFM/dlr

**Office of the General Counsel – September, 2018**

- ***NPDES Permit Renewal and ACO Dismissal:*** The Office continues to support this initiative and has retained an expert to assist in this endeavor. The Office prepared and submitted the renewal application for the Permit and materials on financial capability. GLWA received the draft Permit and is reviewing it.
- ***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.
- ***Gordie Howe International Bridge:*** Pursuant to the Uniform Relocation Act, MDOT has requested a meeting to discuss its requirement to offer advisory relocation services to GLWA, e.g. the benefits that GLWA is entitled to and the services MDOT can provide; to push MDOT's demand for a January 1, 2019 possession date, including whether this may require a double relocation; and to secure access to the site for testing. MDOT and GLWA continue to work together to discuss the relocation. Recently, the parties are working together to negotiate a utility easement.
- ***Water Contract Reopener Negotiations:*** The model water contract prescribes specified periods at which the parties are encouraged to renegotiate the contract max day and peak hour values. At the December One Water Partnership meeting, the customer membership voted to move all contracts to the same reopener schedule. Beginning in March 2018, GLWA embarked on negotiations with 55 customers over an 8-month period to effectuate this request. Customers who did not have a reopener this past Fall were divided into 8 roughly regional groups and randomly assigned a negotiation month between March and October. In August, the team met with Ash Township, Berlin Township, Brownstown Township, Flat Rock, Rockwood, South Rockwood and Sumpter Township with a targeted for approval by early November. In September, the team met with GW Kuhn Drainage District, Keego Harbor, Madison Heights, Northern Oakland County Water Authority, Royal Oak Township and Sylvan Lake are underway and targeted for approval by early December.
- ***Water Contract Negotiations:*** The Office has begun discussions with the City of Dearborn related to a model water 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.

- **Operations:** The Office prepared access and maintenance agreements as requested by water and wastewater operations.
- **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 is also coordinating the transfer of a portion of GLWA’s IPP to the Oakland County Water Resource Commissioner (“OCWRC”).
- **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.
- **Third Feed to WRRF:** The Office continues to work with DTE and Conrail to identify the most cost-effective method to construct and operate a third feed to WRRF. The Office negotiated terms to purchase property from Conrail and has filed condemnation actions.
- **Civil Litigation:** The Office continues to vigorously defend actions against GLWA. Since the last report, GLWA received a class action alleging various claims related to DWSD and subsequently GLWA’s IWC Program and an automobile negligence lawsuit. In addition, GLWA contributed 40% to the \$300,000.00 class action settlement of *Abbott v the City of Detroit*. This class action alleged improper IWC charges to an allegedly exempt class of commercial customers before and after the Effective Date of the Leases. GLWA operates the IWC Program since the Effective Date. GLWA, DWSD and OCWRC filed a motion to file an amici brief in *Boler, et al v City of Flint, et al*. Last, 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.
- **Arbitration:** The Office is preparing for an arbitration pursuant to the Leases.
- **Northeast Pump Station:** GLWA will work with OMIDDD to begin drafting an operating agreement between the parties.
- **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 and updating GLWA’s template contracts.
- **Canfield Water Main Break:** The Office is assisting in investigating the cause of the main break.

- ***Past Month's Statistics:***

Contracts reviewed as to form:	22
Contracts drafted or revised:	19
Subpoenas/Information requests received:	10
Subpoenas/Information responded to:	10