



Office of the Chief Executive

735 Randolph Street, Suite 1900
Detroit, Michigan 48226

December 28, 2018

The Honorable
Board of Directors
Great Lakes Water Authority

Dear Chairman Hendrix and Directors:

Regarding: CEO's Report – December, 2018

As we celebrate our year-end Holidays, we wish all of our team members, our member partners, and the many contractors, suppliers and consultants who assist us in serving our Southeast Michigan communities the very best Holiday season and a great New Year.

By every measure GLWA had a very good year.

The successful collaboration that is the core of the way GLWA continues. That collaborative spirit is apparent throughout the GLWA organization in the way we work with one another and in the region in much the same way.

We continued our focus on leveraging the benefit that GLWA can offer its member partners and as a result, the launch of the One Water Institute was announced in December with enrollment in development opportunities for water utility staff in the GLWA service area beginning in January.

Working together we aligned all water contract reopeners for 2022 and every 4 years thereafter, ending the cycle of cost redistribution and the resulting charge instability due to varying contract reopener terms.

We further optimized our debt portfolio through refinancing outstanding bonds for savings.

We closed the 2018 audit before year end.

The list of accomplishments is long as is the list of initiatives that will translate into accomplishments in 2019. All of this is due to the incredible GLWA team members who devote their creativity, energy and passion to the mission of GLWA. Thank you.

Stay tuned for GLWA's Year in Review 2018 where we will catalogue 2018 in more detail! Together, as GLWA we are stronger and so is Southeast Michigan.

PLANNING SERVICES

Asset Management and CIP Group

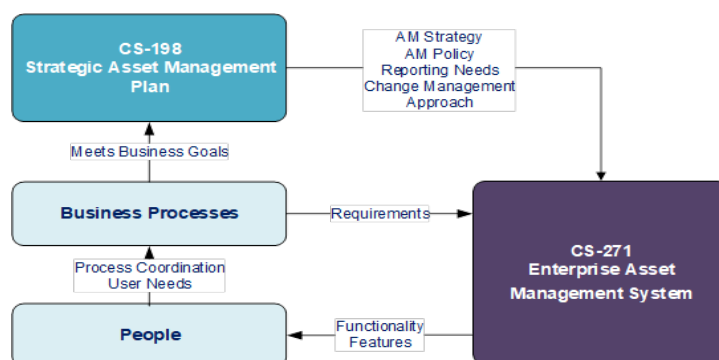
The 2020 – 2024 Capital Improvement Plan, Preliminary Draft 2 was released on December 18, 2018 at both the AM/CIP Committee Work Group meeting and the GLWA CIP Committee meeting. In addition to the updated draft, GLWA responses to questions and comments from member partners and Directors were provided.



Written responses were received from Member Partners and the GLWA Board of Directors on the Preliminary Draft 1. In addition, feedback, questions and comments were gathered from the Asset Management / Capital Improvement Planning Work Group on the prior draft. Six general comments were received from several of the respondents that provided positive feedback and support for the CIP's ease of use, level of detail and effort that went into developing it and the improvements incorporated year-over-year. The respondents also provided 45 comments and questions related to many areas within the CIP and in the projects that were presented. Where applicable and as indicated in the response to each question or comment, modifications to the overall CIP document have been made and can be viewed within the 2020-2024 Capital Improvement Plan Preliminary Draft 2. Continued input and questions regarding the CIP to better clarify the information or to continuously improve future versions of the document and process are welcome.

The Strategic Asset Management Planning project, CS-198, has completed the baseline assessment of Asset Management at GLWA and the team is currently processing the results. The Strategic Asset Management Plan portion of this project will be kicked off in early January with multiple teams tasked with various aspects of this plan. The completed plan is expected to be published in fall 2019. Meanwhile, planning for the Certified Reliability Leader training (approximately 50 Team Members) and other activities continue to progress. The Enterprise Asset Management Advisory Services project, CS-271, will kick off with an early 2019 meeting. Currently, the core project team is developing the project plan and establishing teams who will assist GLWA with functionality and requirements gathering for replacement or upgrade of our current Oracle Work and Asset Management System.

These two projects will interface with each other as graphically represented here.



PLANNING SERVICES (continued)

Systems Planning Group

An Asset Management & CIP Work Group meeting held on November 27, 2018 focused around Capital Project Delivery. The meeting kicked off with an introduction to GLWA's new CIP Director, Ali Khraizat. Participants heard updates from Wastewater, CSO, Field Services, and Water engineers on the active CIP projects in their respective areas and whether the project was on scope, schedule, and budget. The group conducted a brainstorming exercise on ideas for key performance indicators (KPI's) that could be used to track the Capital Improvement Plan.

The Charges Rollout #2 (Units of Service) meeting was held at the Troy Community Center on November 29, 2018. Jon Wheatley and Bart Foster discussed the background of the Units of Service and volume projections in terms of water sales. The update on the Contract Alignment Process indicate that the Total System Max Day demands were reduced by 4.2% and the Total System Peak Hour demands was reduced by 2.3%. These contract demands are incorporated into the 2020 Units of Service. David Sayers of Black and Veatch shared the highlights of the Phase 2 Units of Service Report.

The Water Analytical Work Group met on December 11, 2018 to for a detailed review of the Units of Service project. The purpose of the meet was to allow Black & Veatch to answer questions and report out on any added analyses or considerations that had occurred as a result of the dialogue in the Charges Rollout meeting on November 29, 2018. After consideration of some additional data and a deeper look into some areas identified by Member Partners, Black & Veatch had modified some of their recommendations. After Black & Veatch's presentation, there was a long and robust discussion of remaining topics of concern including specific concerns identified by Detroit and Highland Park. By the end of the meeting, Member Partners were sufficiently aligned with Black & Veatch's updated recommendations to support them with consensus.

- ◆ Charges Rollout #3 is scheduled for January 10, 2019 and will focus on Revenue Requirements.
- ◆ Charges Rollout #4 is scheduled for January 24, 2019 and will focus on Service Charges.

The Water Management Best Practices and Public Education Work Groups have met for the final time in 2018. Both work groups spent substantial time discussing and planning for 2019 and the topics and goals they would like to tackle. The Water Management Best Practices work group intends on providing two workshops for member partners during the course of the year, with the first one focusing around Non-revenue Water Benchmarking. The Public Education Work Group spent time discussing ways to educate the public on lead and its various sources. This will continue to be a topic of discussion for the group in 2019.

PLANNING SERVICES (continued)

Systems Planning Group

Co-chair elections and discussion of proposed One Water Bylaws occurred at the One Water Partnership Meeting held December 13, 2018. Jim Taylor, Water and Sewer Director for Van Buren Township (Wayne County) and Tim Prince, Oakland County Water Resources Commission Chief Manager (Oakland County) are stepping down as co-chairs. Member Outreach is sad to see them go, but thankful for their service to the One Water Partnership and all the time and input they have provided.



The co-chairs have spent the last few months focused primarily on drafting One Water Bylaws for the One Water Partnership. Although the One Water Partnership was formed in September 2017, the group is still operating under two separate sets of bylaws: Technical Advisory Committee (water) and Steering Committee (wastewater). The co-chairs have prepared a single draft set of bylaws that honors the existing bylaws and aligns with the One Water Partnership Agreement. The bylaws were reviewed on December 13, 2018 and will be voted on at the March 21, 2019 One Water Partnership Meeting.

November Member Outreach Meeting Attendance	
Meeting	# Attended
Water Analytical Work Group (11/1)	54
Wastewater Analytics Task Force (11/2)	26
Communications Work Group (11/8)	13
Wastewater Master Plan Steering Team (11/9)	36
Asset Management & CIP Work Group (11/27)	50
Charges Rollout #2: Units of Service (11/29)	70

The Wastewater Master Plan Steering Team continues to meet monthly. The December meeting will focus on a review of the Long Term CSO plan to prepare the group for discussing potential alternatives in the New Year.

The Charges Methodology and Sewer SHARES work groups will combine efforts over the next several weeks to tackle the topic of peaking. At the same time, CDM Smith will continue their national research efforts to determine if additional strength of flow sampling may be recommended.

PLANNING SERVICES (continued)

System Analytics and Meter Operations Group (SA&MO)

The Water Research Foundation's (WRF) Automated Meter Infrastructure (AMI) Meter Data Analysis Project is nearing its conclusion. The purpose of the project is to determine if meter failure or decline in reliability, could be predicted through the analysis of AMI data. The data has been analyzed and the preliminary results have been sent and shared. The overall findings were presented via web conference on December 18, 2018, and a more detailed presentation will take place on January 10, 2019 and January 11, 2019.

The SA&MO group continues to work with GLWA Finance with the goal of improving the timeliness of Member Partner water billing. The teams have put in new business processes and tracking through Smartsheet to work towards this target. The teams met together on November 18, 2018 to discuss this initiative and steps to complete it. There will be a follow-up meeting in January to discuss opportunities to improve the review process.

The group has received positive feedback from Member Partners since rolling out the modernized Wholesale Automated Meter Reading (WAMR) Portal. Portal usage has increased, and we have had additional requests for user IDs. We are working with GLWA IT to migrate the portal to a new Red Hat Linux server. This migration will provide a stable application development and production platform. The new server will provide efficiency, scalability, and reliability for users. The new Greater Detroit Regional Sewerage System (GDRSS) portal has been released to beta testers. The updated portal will allow higher functionality of the site as well as provide flexibility for enhancements. We have begun the GDRSS Annual Compilation process with CDM Smith.

WASTEWATER OPERATING SERVICES

Wastewater Operations Group

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

On November 14, 2018, WRRF operations scheduled a major shutdown of the plant to accommodate the Rouge River Outfall (RRO) construction project. This shutdown was well coordinated with Systems Control and the Oakland Macomb Interceptor District (OMID) to hold back the wastewater flows. Many thanks to our OMID partner for their cooperation.

WASTEWATER OPERATING SERVICES (continued)

Maintenance Group

The WRRF Maintenance Team has started a repair process for a large motor on one of the 16 main lift pumps into the plant. The motor had excessive vibration, so the rotor was removed, and a bearing was found to be excessively worn. The rotor plain bearings will be replaced shortly with additional thermal sensors installed to indicate when a problem is occurring.



**Pump Station No. 1 rotor being removed
for bearing inspection**

Two **DTE incentive rebates** are forthcoming to GLWA for recent upgrades at the WRRF:

- \$20,385 for HVAC changes at the Administration Building
- \$3,045 for Boiler Upgrades

The Maintenance Team will continue to work with DTE to apply for all applicable incentive rebates during maintenance.

Process Control Center (PCC) Group

- Upgraded the motor protection of Main Lift Pump #6 at Pump Station 1 by installing newly networked connected Multi-line Units.
- Installed and configured 4 Natural Gas Flow Meters for Incinerators 7 through 10.
- Upgraded the operating system and hardened the network switches in the Belt Filter Complex Area.

Laboratory Group

The Laboratory received notification of successful performance with the Clean Water Act (CWA) – Non-potable Water Audit. The Lab received a passing rating for all pollutant analyses.

The Laboratory has partnered with Michigan State University in coordination with our Research & Innovation section and installed a pilot anaerobic digester to study the feasibility of anaerobic digestion for the WRRF.

WASTEWATER OPERATING SERVICES (continued)

Industrial Waste Control (IWC) Group

The IWC Group has continued to work diligently to identify sources of PFAS compounds that are entering the wastewater system. The following are the most recent developments:

- Forty-two new sample results were received during November. The analysis is performed by a contract lab and requires four to six weeks for processing. This information was reported to the MDEQ as part of our November 30th report.
- As of November 30th, we have received PFAS data on sixty-nine facilities. Results showing concentrations greater than the MDEQ's Water Quality Standard were identified as "Significant Sources", while those below were identified as "Not a Source".
- Thirty-three of the sixty-nine facilities were classified as Significant Sources of PFAS compounds and in violation of the pass-through prohibition. As such, they were notified of this classification and the need to develop and implement a Best Management Plan to reduce and eliminate PFAS compounds from their discharge. Additionally, an informational meeting for Significant Sources was scheduled for December 5th and 6th.
- Twenty-seven of the thirty-three Significant Sources were represented at the December meetings for discussion among all participants, including the MDEQ.

Engineering & Construction Groups

Design Engineering

The WRRF Design Engineering Team has been developing new proposals for O&M projects around the WRRF. Some highlighted projects are:

- Repairing damaged concrete in two areas: The Complex A thickener basement and on both Aeration Decks 2 and 3
- Replacing hot water boilers used to convey scum from the primary tanks to the scum concentrator building
- Performing a study to determine the most cost-effective rehabilitation for the future GLWA Hazmat team facility.

The Design Engineering Team also continues to work on the current capital projects.

Construction Engineering Group

Construction of the Rouge River Outfall Disinfection Project is progressing with a targeted construction completion date of April 1, 2019, as required by the NPDES permit. The phase 1 construction completion (commissioning of the Hypo building with fully functional sodium bisulphate and sodium hypochlorite systems) is currently planned to reach completion in early January 2019. The chlorine solution tie-in shutdown at junction chamber JC-1 was successfully completed on November 14, 2018. Permanent power has been connected at the Hypo building and equipment field testing is in progress throughout the project. Restoration of the administration building parking area along with including green infrastructure work was completed in November 2018.

WASTEWATER OPERATING SERVICES (continued)

Construction of the Rehabilitation of Rectangular Primary Clarifiers project, Aeration System Improvements project, Sludge Conveyance Improvements project, and Relocation of Industrial Waste Control Division project are progressing. Industrial Waster Control Division is scheduled to relocate to WRRF in the early weeks of January 2019.



New Hypo Building construction is nearing completion

CSO Control Program Team

Over the last 12 months, the CSO Team has been working to assess the condition of many CSO Assets. Assets assessed include, but are not limited to, the roofs at the CSO Facilities, the structural condition of the CSO Basins and Buildings (partial assessment), and CSO Facility piping. These efforts have resulted in several projects which include roof replacement at Puritan-Fenkell and 7 Mile, a design/build RFP to complete assessment and make repairs to the above/below ground infrastructure, and significant repairs to the St. Aubin Outfall. The outfall has significant infiltration (which currently gets pumped back to the WRRF during dry weather), and grade 5 structural defects (which resulted in a roadway closure at Atwater/Orleans). This is a success story of proactive condition assessment avoiding above-grade issues surfacing and impacts to the public.

Repairs are currently being designed to mitigate these defects. We anticipate the defects found will be resolved in the next 4-8 weeks. Included below is a example photo of defects found.



St. Aubin Structural Defects

WASTEWATER OPERATING SERVICES (continued)

CSO Control Program Team

The CSO Team is in process of awarding a roof replacement contract for Puritan-Fenkell, and recently received two bids for the Leib electrical improvements project, and three bids for the Baby Creek MAU replacement project. We are working to evaluate these recent bids and will work to award them in the near future.

The CSO Team worked in conjunction with the WRRF Construction Team to advertise a job order maintenance contract in November. We anticipate proposals near the end of December. We are currently engaging our partners in finance for development of other maintenance or engineering service solicitations which can be utilized by other areas in GLWA. In light of addressing future needs, we anticipate CS-299 – CSO Facility Assessment project proposals due on December 14th and will work on evaluation in the coming weeks.

WATER OPERATIONS

Lake Huron Water Treatment Plant

We Care – One Water One World

The Lake Huron team partnered with Bridge Builders to collect everything needed for Thanksgiving Day meal for a struggling family. Bridge Builders is a local organization whose mission is building bridges of resources and relationships to guide and support the One-Parent Family.

The family Lake Huron chose to help consisted of a single mom who has six children ranging from the ages of 2 thru 17. Once all items needed for the meal were collected, employees started collecting food for breakfast, lunch and snacks for the children while they are off on holiday break from school. The Lake Huron employees also collected enough money to give the family a gift card for \$137 to Kroger.



Water Quality

The Water Quality team is recruiting staff in preparation for increasing regulatory sampling required by the Michigan Department of Environmental Quality and the US EPA. The two rules that will directly impact our member partners are the new Michigan Lead and Copper Rule (LCR) and the Revised Total Coliform Rule (RTCR). These rules increase sampling 4-5 fold in the next year.

WATER OPERATIONS (continued)

Southwest Treatment Plant

Earlier this month, four new Rapid Mixers (to be installed under CON-251 “Springwells WTP Replacement of 1958 Process Train Rapid Mix Units”) were brought on site in preparation for installation in the 1958 Rapid Mix Building. Awaiting them are new raised concrete curbs for the mixers to rest on. The replacement of these mixers ensures that the treatment process is optimized for efficiency.



Rapid Mixers arriving on flatbed truck.

Laboratory Awarded Certificate of Excellence

Chemist Brandon Cottrell at Southwest Water Treatment Plant has successfully completed the Water Supply Proficiency Testing for microbiology. Due to this result, our laboratory was awarded the “Certificate of Excellence” in November. Brandon is one of GLWA’s newest chemists.

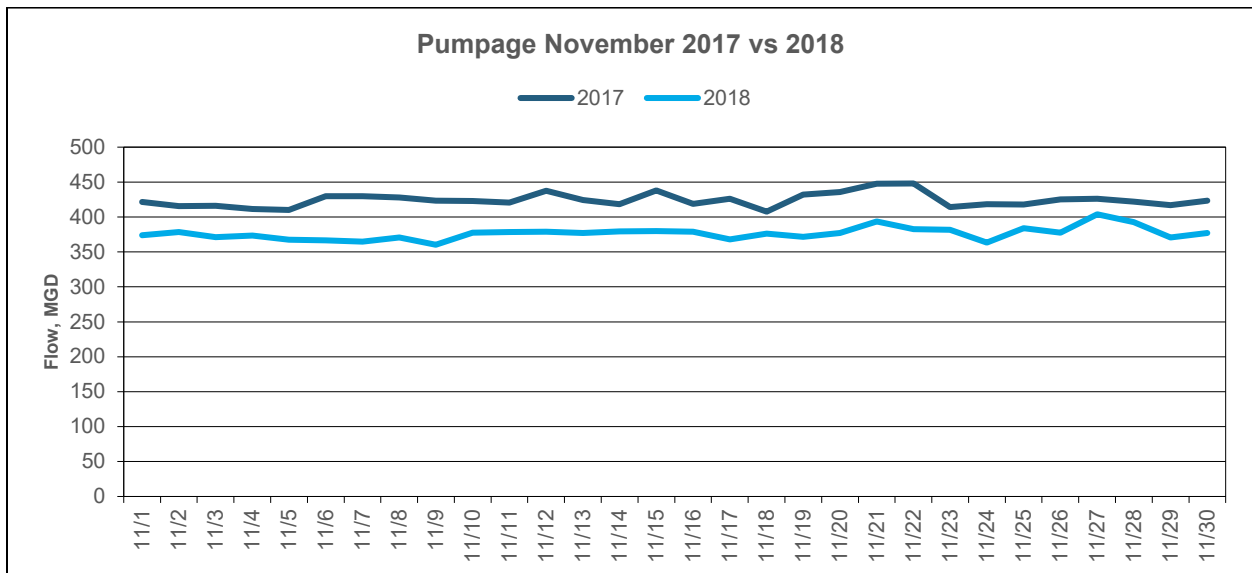


SW Chemist, Brandon Cottrell (right)

Systems Control Center

November System Pumpage

November 2017 pumpage was 12.7% less than November 2018



WATER OPERATIONS (continued)

Field Services

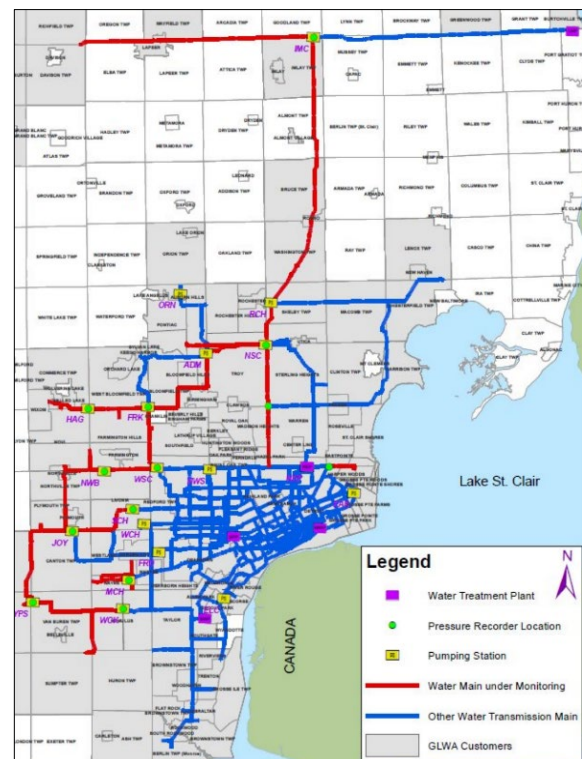
14 Mile Water Main Condition Assessment and Pilot Study Evaluation

Field Services Mechanical Maintenance crews were able to accomplish water isolation at the Haggerty Road Station after failing at the first 2 attempts. The isolation is an imperative part of GLWA's current CS-277 contract "Fourteen Mile Road PCCP Water Main Condition Assessment and Pilot Study Evaluation" with Pure Technologies, inspection of the 14 Mile transmission main.

Water Hammer Monitoring Project

Water hammer events, also referred to as pressure transients, are common occurring events on pressure pipes and in drinking water systems and can occur for a variety of other reasons; however, they are also often not detected or not measured. When a water hammer occurs, the event sends a pressure wave through the pipelines. Over time, the resulting vibration and pressure fluctuation puts stress on those pipelines and can result in temporary pressures in the pipe above its design rating. This stress causes leakage, especially on aging pipelines. If the fluctuations go unnoticed and are not managed, they will cause water main breaks.

To manage water hammer events, it is important to get a grasp on when and where they occur. One of the foundational issues is measurement. We know that water hammers are occurring in our water system but are not sure where and the extent of the problem. As a Therefore, a program to real-time monitor water hammers throughout our water transmission system has been implemented. This program installed transient-pressure loggers at the water pump stations and capture 32 data points per second. A detailed analysis is underway to study the causes of the transients and possible actions to prevent or reduce them, thereby protecting the transmission mains. A report by Systems Control Center staff is being drafted on the findings of the Water Hammer Assessment.



Transient Pressure Monitoring Map

INFORMATION TECHNOLOGY

In the past month, four projects have been successfully completed. They are as follows:

- *Utility Billing Managed Services*, which outsources payment of electric, gas, water, and sewer bills to a third party who specializes in utility bill payment. The service is set up to alert GLWA whenever bills are outside of GLWA-defined parameters, but pay bills directly when they are within those parameters. This service also electronically captures all invoice data in a format that is usable by GLWA to analyze energy consumption.
- *SolarWinds Implementation*, which included installing and configuring a network monitoring system that keeps track of, and reports out in real time, various network statuses, such as uptime. This system allows IT to proactively remedy network issues before anyone reports them.
- *BS&A Terminal Server Upgrade*, which improves BS&A users' experience and productivity by rolling out a modern version of the terminal server and increasing the system resources available to respond to user requests.
- *Water Main Break Collection App*, which enables technicians to electronically record leak and break conditions into our work order management system from the field.

The GLWA IT team implemented the ATT Secure Email Gateway (SEG) service on November 19, 2018, which is provided through the ProofPoint ATT partner. This service has greatly reduced the amount of spam and phishing emails that get delivered to GLWA email inboxes and has also blocked over 100 messages with malware embedded in the email attachments. In less than a month since implementation, the SEG service has reduced GLWA's exposure to malicious email by over 90%.

Currently, the Project Management Office (PMO) is managing 21 active projects and is processing seven project requests.

PUBLIC AFFAIRS GROUP

Working in partnership with Member Outreach, Public Affairs has created an information packet surrounding the 14 Mile water transmission main assessment pilot program that will be shared with member partners, their elected officials and interested community members in the affected areas of the program. Included in the packet is a statement regarding when the work will be conducted, the original news release about the use of SmartBall and PipeDiver technology, one-sheets on the technology, as well as a video that highlights the news conference in October and contains interviews with key GLWA, member partners and Pure Technologies leaders about the purpose of the program, how the technology works, and how its use will benefit member communities.

PUBLIC AFFAIRS GROUP (continued)

Public Affairs is in the process of planning the Board's quarterly evening community meetings. Following last year's cadence, the 2019 community meetings will be held in the following order: Wayne County (January), Macomb County (March), Oakland County (July) and the city of Detroit (September). Details for the January meeting are set, with the meeting taking place at 6:00 p.m. in the city of Allen Park's City Council Chambers, 15915 Southfield Road, Allen Park, MI 48101.

As a part of our ongoing brand awareness efforts, Public Affairs is continuing the "Faces of Water" campaign on social media. This campaign features photos of GLWA team members with their quotes on why they like working at GLWA. Each of these posts also ends with a talent recruitment message. Here is a recent example:



SECURITY AND INTEGRITY

During the month of November, the Security and Integrity Group completed "MCOLES Firearms qualifications for all Security and Integrity team members. Several officers completed "Internal Affairs Certification Training and "Dispatcher Training" through the International Academy of Emergency Dispatch, which is the state standard.

The Hazmat Unit has coordinated and completed a total of 143 hours of training during the month.

Security and Integrity has begun planning table top exercises with Dearborn, Detroit and Wayne County Emergency Management with the exercises will be held in 2019. In addition, the Group has also been reviewing the Emergency Response Plan for an update due in May 2019.

ORGANIZATIONAL DEVELOPMENT

Staffing

Since the last CEO report, November 2018, no new contractors have become GLWA team members. The table below provides a breakdown of GLWA Team Members to date:

Total Staffing - Regular FTEs	982
Number of Hires - 2018 YTD	204
Total Number of Contractors (FTEs)	122

Training

Between January 1, 2018, and November 30, 2018, GLWA:

- Provided over 29,641 hours of training and development.
- Provided training and development to 5380 GLWA team members (more than two courses per team member).
- Facilitated 166 courses, in Safety, Water Operations, Wastewater Operations, and Technology.

LEGAL

General Counsel's December 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 – December, 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 provided comments to the MDEQ.
- ***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.
- ***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.
- ***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 roughly 8 regional groups and randomly assigned a negotiation month between March and October. Contracts from the GW Kuhn Drainage District, Keego Harbor, Madison Heights, Northern Oakland County Water Authority, Royal Oak Township and Sylvan Lake have all been approved by the local bodies and will be presented to the Board for approval at their December 20th meeting.
- ***Water Contract Negotiations:*** The Office has begun discussions with the Cities of Dearborn and Trenton and Grosse Ile Township related to a model water contract. The City of Trenton's City Council will vote on the model contract and the transfer of a water main on December 17, 2018. Grosse Ile Township approved the model contract on November 26, 2018.
- ***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 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. Conrail and GLWA signed the purchase agreement and are scheduling a closing date. GLWA has orders granting possession of all easements necessary for the project.
- **Civil Litigation:** The Office continues to vigorously defend actions against GLWA, including recently filed class action lawsuit regarding IWC charges. GLWA continues to pursue its action against Highland Park for the collection of unpaid water and sewer invoices. Recently, GLWA, Oakland County Water Resources Commissioner, and the Cities of Detroit and Livonia filed an action against the State of Michigan, regarding the revised Lead and Copper Rules.
- **Labor Relations:** The Office continues to provide legal advice to Organizational Development on labor relations and employment matters.
- **Arbitration:** The Office filed a notice for arbitration pursuant to the Leases.
- **Northeast Pump Station:** GLWA is working with OMIDDD to identify the proper legal agreement to allow OMIDDD the opportunity to fund capital improvements.
- **Water Main Breaks:** GLWA is investigating water main break claims within member-partners distribution systems.
- **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 Procedures and updating GLWA’s template contracts.
- **Seminars Attended:** Michigan Defense Trial Counsel Meeting; 2018 Annual Ethics Meeting and Defense Research Institute Training regarding litigation and insurance matters.

- **Past Month’s Statistics:**

Contracts reviewed as to form:	19
Contracts drafted or revised:	22
Subpoenas/Information requests received:	4
Subpoenas/Information responded to:	3