

Washtenaw County Environmental Council

Tuesday, June 27
5:00 PM – 6:30 PM
Remote Meeting via Zoom

Join by Zoom: <https://zoom.us/join>
Join by phone: 1-312-626-6799
Meeting ID: 873 0013 5225
Passcode: 709275

AGENDA

1. Call to Order
2. Attendance
3. Approval of the Agenda
4. Approval of Meeting Minutes (5 Minutes)
 - a. May 23, 2023
5. Citizen Participation: (up to 4 minutes per speaker)
6. Council Responses to Citizen Participation
7. Special Presentations
 - a. None
8. Regular Business
 - a. Committees and Committee Reports
9. New Business
 - a. Racial Equity Office
 - i. Terrence Williams, Community Engagement and Program Manager
 - b. Climate Action Plan Update
10. Communications and Reports
 - A. Councilmembers
 - B. Staff

a. Planned Presentations for future meetings

- i. July Presentation: Jason Fee, Facilities Management Director- County
Fleet: Fleet overview, current policies, opportunities.
- ii. August Presentation: Theo Eggermont, Public Work Director- Solid Waste
Ordinance Revisions
- iii. Topics prioritized by the Council
 1. Listed in Addendums.

C. Committees

11. Adjourn

Next meeting:
July 25, 2023
5:00 PM
Remote through Zoom

Archived: Friday, June 23, 2023 3:54:36 PM
From: [Alexander Waterhouse](#)
Sent: Thursday, June 15, 2023 4:26:53 PM
To: [Andrew DeLeeuw](#)
Subject: RE: Climate Control Job Descriptions
Sensitivity: Normal

Thanks Andrew! I believe excluding CAP was the correct move – we’re not asking departments to estimate or project for that with new programs.

Let me know if you need anything else ahead of the submission deadline.

Thanks,

Alex

From: Andrew DeLeeuw <deleeuwa@washtenaw.org>
Sent: Thursday, June 15, 2023 4:14 PM
To: Alexander Waterhouse <waterhousea@washtenaw.org>
Subject: RE: Climate Control Job Descriptions

And one more – just as FYI, I submitted this request through the form earlier today. In addition to the personnel costs I included a minimal operating budget, but did not include CAP. Thank you again for your assistance.

Andrew

From: Alexander Waterhouse <waterhousea@washtenaw.org>
Sent: Thursday, June 8, 2023 1:21 PM
To: Andrew DeLeeuw <deleeuwa@washtenaw.org>
Subject: RE: Climate Control Job Descriptions

Hi Andrew,

New projection is below and adjusted line-item budget is attached.

Thanks,

Alex

COMMUNICATION COORDINATOR - Grade 112			
Year	Salary	Fringes	Total
2024	\$ 51,068	\$ 38,264	\$ 89,332
2025	\$ 52,933	\$ 39,795	\$ 92,728
2026	\$ 55,075	\$ 41,443	\$ 96,518
2027	\$ 57,261	\$ 43,152	\$ 100,413

From: Andrew DeLeeuw <deleeuwa@washtenaw.org>
Sent: Thursday, June 8, 2023 12:27 PM
To: Alexander Waterhouse <waterhousea@washtenaw.org>

Subject: RE: Climate Control Job Descriptions

Thanks very much Alex! Actually heard from Genavieve earlier today, and the position came back at a 112 unit a. Could you run those figures and share them?

As to the org, correct that this would be new if approved, and not within admin.

Andrew

From: Alexander Waterhouse <waterhousea@washtenaw.org>
Sent: Thursday, June 8, 2023 12:09 PM
To: Andrew DeLeeuw <deleeuwa@washtenaw.org>
Subject: RE: Climate Control Job Descriptions

Hi Andrew,

Please see below for projected cost of the positions you specified. I also took the liberty of plugging them into a line-item budget for your submission. I'm assuming this request will be asking for a new ORG (101011XX), and so the line-item budget is built in that format. If we're planning on adding these positions to the standard admin ORG 10101100, I can update the line-item budget to reflect that.

Thank you,

Alex

RESILIENCY OFFICER - Grade 227			
Year	Salary	Fringes	Total
2024	\$ 122,622	\$ 61,412	\$ 184,034
2025	\$ 127,100	\$ 63,788	\$ 190,888
2026	\$ 132,244	\$ 66,407	\$ 198,651
2027	\$ 137,492	\$ 69,107	\$ 206,599

PROGRAM MANAGER - Grade 115			
Year	Salary	Fringes	Total
2024	\$ 59,117	\$ 40,869	\$ 99,986
2025	\$ 61,276	\$ 42,494	\$ 103,770
2026	\$ 63,757	\$ 44,251	\$ 108,008
2027	\$ 66,287	\$ 46,072	\$ 112,359

COMMUNICATION COORDINATOR - Grade 113			
Year	Salary	Fringes	Total
2024	\$ 53,621	\$ 39,091	\$ 92,712
2025	\$ 55,579	\$ 40,651	\$ 96,230
2026	\$ 57,829	\$ 42,334	\$ 100,163
2027	\$ 60,124	\$ 44,078	\$ 104,202

COMMUNICATION COORDINATOR - Grade 114			
Year	Salary	Fringes	Total
2024	\$ 56,302	\$ 39,958	\$ 96,260

2025	\$ 58,358	\$ 41,550	\$ 99,908
2026	\$ 60,721	\$ 43,269	\$ 103,990
2027	\$ 63,130	\$ 45,051	\$ 108,181

COMMUNICATION COORDINATOR - Grade 115			
Year	Salary	Fringes	Total
2024	\$ 59,117	\$ 40,869	\$ 99,986
2025	\$ 61,276	\$ 42,494	\$ 103,770
2026	\$ 63,757	\$ 44,251	\$ 108,008
2027	\$ 66,287	\$ 46,072	\$ 112,359

From: Andrew DeLeeuw <deleeuwa@washtenaw.org>
Sent: Wednesday, June 7, 2023 3:35 PM
To: Alexander Waterhouse <waterhousea@washtenaw.org>
Subject: RE: Climate Control Job Descriptions

Thank you for the question. It won't be tiered, but there's a few outstanding questions about the final of which of the three grades and if it would be a unit a or NU position.

Andrew

From: Alexander Waterhouse <waterhousea@washtenaw.org>
Sent: Wednesday, June 7, 2023 3:07 PM
To: Andrew DeLeeuw <deleeuwa@washtenaw.org>
Subject: RE: Climate Control Job Descriptions

Thanks Andrew.

Just to clarify – for the Communication Coordinator position, we're planning on that being a three-tiered position?

From: Andrew DeLeeuw <deleeuwa@washtenaw.org>
Sent: Wednesday, June 7, 2023 3:05 PM
To: Alexander Waterhouse <waterhousea@washtenaw.org>
Subject: FW: Climate Control Job Descriptions

Hi Alex,

The positions have been graded, there's some details to be finalized, but I think that there's enough for you to get started with salary projections, if you'd be so kind.

Can you run projections for the following:
Resiliency Officer – 227 Non Union
Program Manager – 115 Non Union
Communication Coordinator – 113/114/115 Non Union, 113/114/115 Unit A

Andrew

From: Genavieve Cox <coxg@washtenaw.org>
Sent: Tuesday, June 6, 2023 4:06 PM
To: Andrew DeLeeuw <deleeuwa@washtenaw.org>

Cc: Nina Johnson <johnsonn@washtenaw.org>

Subject: Climate Control Job Descriptions

Hi There!

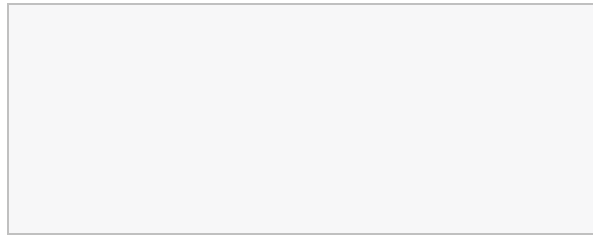
Hope you are well ☺ . Nina has tasked me with reviewing your new positions and I was able to complete the review and provide you feedback. Attached you will find the three documents with my notes – feel free to review, chop it up, add whatever ,etc.

I would like to hear from you on the Coordinator role ... seems high level from the job description but I am not sure if that is the direction you wanted to go in ... do you have an idea of operational structure or like position you are modeling these after?

Looking forward to a continued conversation – I can set up a quick call too if you would like. Talk soon!

Washtenaw County 220 N. Main Street PO Box 8645 Ann Arbor, MI 48107

Phone: 734.222.6882 Cell: 734.845.8704



<http://www.washtenaw.org/>

- c. Ben – What about the potential timespan of 36 months, specific actions, capping administrative costs, phased approach? Would the County provide a matching amount related to the mapping work?
- 5. Motion Carried Unanimously (results in attendance document)

b. Proposed 2023 WCEC Agenda Topics

- i. Regional Resilience Authority (Public Municipal Organization)
- ii. Carbon Offset Program
- iii. Environmental Justice
- iv. Implementation Plan
- v. Plan for public input and comment
- vi. Strategy for funding and staffing
- vii. How to prioritize the order?
 - 1. Ben – Sense of if County will provide Subject matter or staff level experts to discuss each topic?
 - a. Yes.
 - 2. Liz- Order will dependent of availability of facilitators/ administration. Ask Andrew to provide realistic timeline
 - 3. Yousef- Did we create the planning committee as a council
 - a. MD – it was created at last meeting. We should invest in annual or bi-annual bylaw review. Could use more ppl on that committee
 - 4. Teresa – Is there any grant money specific to any of those items? Will ask Andrew.
 - 5. Kris –Consider sub-committees that align with the topics. So that WCEC could help inform what we discuss on those dates. Do we have a funding subcommittee?
 - a. MD – No. Just the planning committee. Should we create a funding committee until there is a staff person?
 - b. Kris – Yes. Plus Andrew.
 - 6. Ben – If there is a capital improvement plan that we could slot some of these ideas into? Those items that align with the Climate planning activities
 - a. Jason Fee – Facilities Director – Yes, we have a 2- year capital improvement plan for all County Facilities Also completing a Space pan with an external firm, happy to present on it to the WCEC
 - 7. Yousef- acknowledges lots of conversation about staffing – Acknowledges County capacity (from Commissioner perspective), Admin is not ignoring WCEC, working to fill existing vacancies.
 - 8. Ben – Could we contact WATS to talk about the County’s long term transportation plan?
 - a. Yousef – appropriate to invite **WATS or SEMCOG or Water Resources to present.**

Proposed Resilient Washtenaw Topics for 2023 WCEC Meetings

Date

Tuesday, January 24, 2023

Tuesday, February 28, 2023

Tuesday, March 28, 2023

Tuesday, April 25, 2023

Tuesday, May 23, 2023

Tuesday, June 27, 2023

Tuesday, July 25, 2023

Tuesday, August 22, 2023

Tuesday, September 26, 2023

Tuesday, October 24, 2023

Tuesday, November 28, 2023

Resilient Washtenaw Topic:

Status update since last meeting, Consultant proposal

Implementation Proposal - draft development

Implementation Proposal - final review

2.07 - County Buildings: Energy Policies, Projects, and opportunities

2.07 - County Fleet: Fleet Overview, current policies, opportunities

4.03 - All Season Non Motorized Transportation network: B2B, other efforts, WCRC,

6.01, 6.02 - Land Preservation: Partners, existing programs, report on current actions

8.06 - Solid Waste Ordinance Revisions

4.07, 4.08 - County Processes: Transportation, Parking, Remote Work, Purchasing

5.07 - Health Systems, Emergencies, and Climate Change

7.03, 7.04 - Stormwater Systems, requirements, risks, and plans

Archived: Friday, June 23, 2023 3:55:09 PM

From: [Jason Fee](#)

Sent: Tuesday, May 30, 2023 4:41:53 PM

To: [Ashley Hall](#); [Andrew DeLeeuw](#)

Cc: [Mary Braun](#)

Subject: Environmental Council follow up

Sensitivity: Normal

Attachments:

[January 2020 summary of Request for Information.docx](#)  [c-report - 101.pdf](#)  [c-report - 110.pdf](#)  [c-report - 122.pdf](#) 
[c-report - 220.pdf](#)  [c-report - 415.pdf](#)  [c-report - 705.pdf](#)  [c-report - 4133.pdf](#)  [c-report - 750.pdf](#)  [c-report - 555.pdf](#) 

Good afternoon Ashley and Andrew ,

I am following up on some of the to do and requested items from my notes in response to the Environmental Council meeting last and want to pass along what I have been able to round up so far.

- Attached is a summary of the vendor responses we received back from our 2020 request for information (RFI) for installing solar panels at three different county locations
- Also attached are some summary energy star performance scorecard reports for some of the county buildings
- I also noted CMR Rabhi wanted to follow up and discuss on intermediate fleet goals and ongoing maintenance plan for the rain gardens, is that something we should get scheduled now?
- We are reviewing the trash and recycling containers in the Admin and BOC areas and will make sure we get the correct balance of the containers for the rooms, please let us know if you have any additional feedback for those areas

Please let me know if you have any follow up questions or would like to further discuss.

Thanks Jason

Jason Fee CFM

Washtenaw County

Facilities Management Director

Office 734-222-3792 Cell 734-260-1449

January 2020 summary of Request for Information (RFI) for installation of solar panels at three Washtenaw County locations (4135 Washtenaw, 2140 E Ellsworth and 1000 N Maple)

Contractor was instructed to provide the following as part of the RFI response:

- Obtain the required permits, interconnection agreements and any other regulatory approval.
- Have experience and qualifications to install renewable energy systems (e.g. past projects completed, letters of reference, training, licenses, etc.)
- Guarantee that equipment used in the system meet applicable product codes or standards and is compliant with DTE regulations.
- Require systems to meet both the national electric code and international building code as they apply
- Require technology warranty information
- Must be able to monitor solar production with our existing BAS (Automated Logic)

We had eleven vendors participate in the overall RFI process of which we received eight responses back on estimated solar installations. Below is a summary of the vendor RFI responses:

1. McEwen Electric located in Durand Michigan
 - a. Solar estimate \$415,235
2. Illumetek Corp located in Stow Ohio
 - a. Solar estimate \$909,615
3. JAC LED Lighting INC located in Dundee
 - a. Solar estimate \$1,285,000
4. E Three Inc. located in Traverse City
 - a. Solar estimate \$562,000
5. Energy Systems Group LLC located Newburgh Indiana
 - a. Solar estimate \$650,000.00 – 980,000
6. Citra LLC located in Ann Arbor
 - a. Solar estimate \$1,020,000
7. Decima LLC located in Dearborn
 - a. Solar estimate \$494,280 (Panels Only)
8. AOM Engineering Solutions, LLC located in Dearborn Heights
 - a. Solar estimate \$2,011,028

ENERGY STAR[®] Energy Performance Scorecard

76
out of 100

101 E. Huron - County Courthouse

For Year Ending	December 31, 2022
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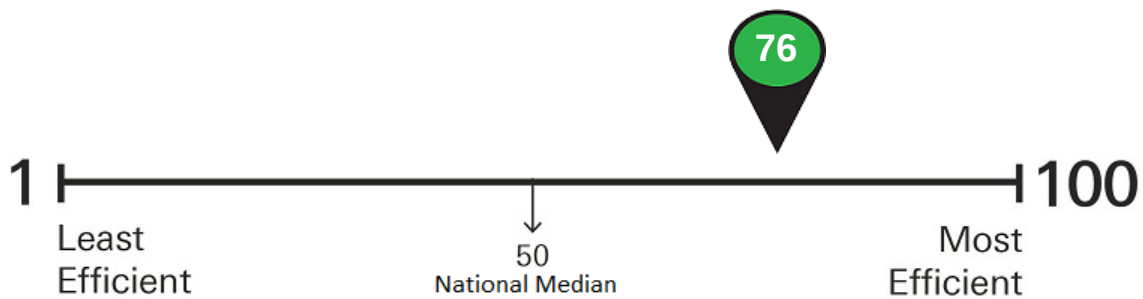
Property Address	101 E. Huron Ann Arbor, Michigan 48104
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Primary Function	Courthouse
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Gross Floor Area (ft ²)	118,130
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Year built	1953
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Energy Use per sq. ft.*	81.6 kBtu
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What is the ENERGY STAR Score?

The ENERGY STAR score rates commercial building's energy performance relative to similar buildings nationwide. Expressed as a number on a simple 1-100 scale, the score rates performance on a percentile basis: a building with a score of 50 performs better than 50% of its peers. Higher scores mean better energy efficiency, resulting in less energy use and fewer greenhouse gas emissions. If a 1-100 score for a specific building type has not been developed, Site Energy Use Intensity (EUI) will be displayed on this scorecard.

Learn more at:

energystar.gov/scorecard

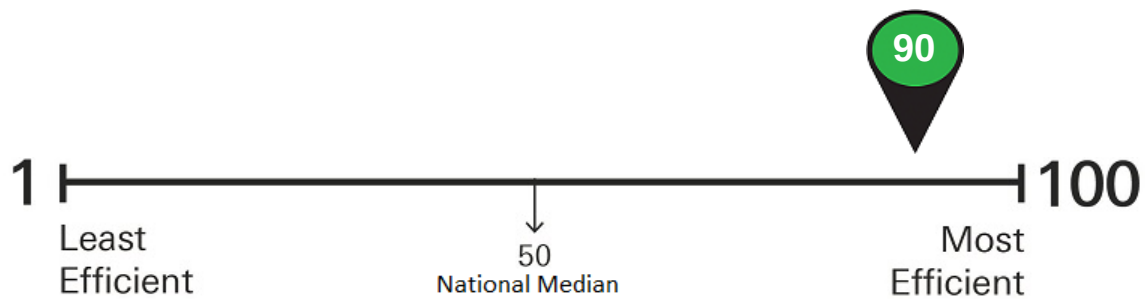
*Site energy use

ENERGY STAR[®] Energy Performance Scorecard

90
out of 100

Annex-110 N Fourth

For Year Ending	December 31, 2019
Property Address	110 Fourth Ave Ann Arbor, Michigan 48104
Primary Function	Office
Gross Floor Area (ft ²)	32,984
Year built	1954
Energy Use per sq. ft.*	46.6 kBtu



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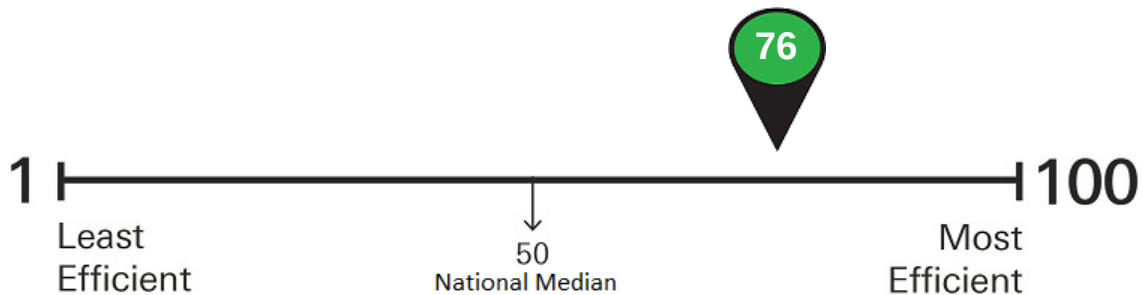
*Site energy use

ENERGY STAR[®] Energy Performance Scorecard

76
out of 100

Chelsea Courthouse

For Year Ending	January 31, 2020
Property Address	122 S. Main Chelsea, Michigan 48118
Primary Function	Courthouse
Gross Floor Area (ft ²)	10,104
Year built	1901
Energy Use per sq. ft.*	59.7 kBtu



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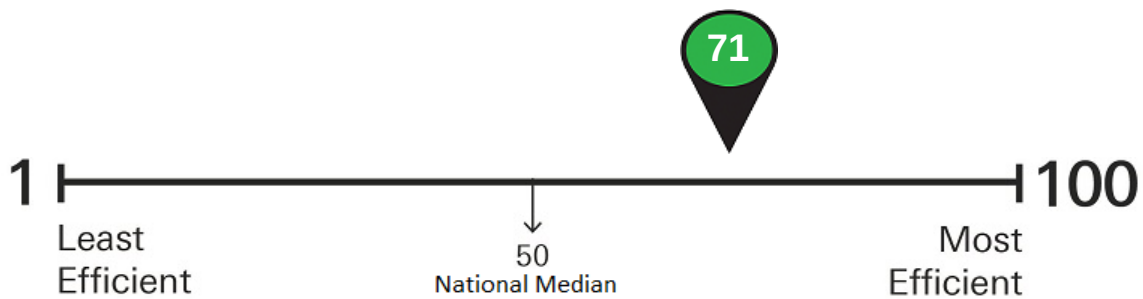
*Site energy use

ENERGY STAR[®] Energy Performance Scorecard

71
out of 100

220 N. Main

For Year Ending	January 31, 2023
Property Address	220 N. Main Ann Arbor, Michigan 48104
Primary Function	Office
Gross Floor Area (ft ²)	24,085
Year built	1907
Energy Use per sq. ft.*	76.2 kBtu



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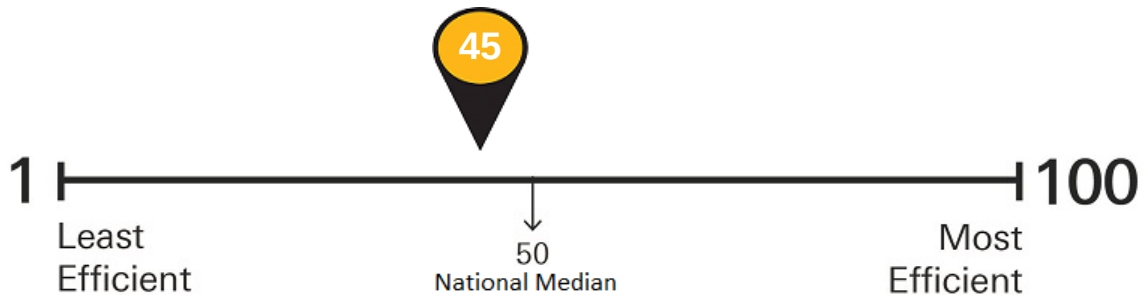
*Site energy use

ENERGY STAR[®] Energy Performance Scorecard

45
out of 100

555 Towner - Human Services

For Year Ending	March 31, 2023
Property Address	555 Towner Street Ypsilanti, Michigan 48197
Primary Function	Office
Gross Floor Area (ft ²)	64,636
Year built	1985
Energy Use per sq. ft.*	75.9 kBtu



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Learn more at:

energystar.gov/scorecard

*Site energy use

ENERGY STAR[®] Energy Performance Scorecard

56
out of 100

Eastern County Government Center (ECGC)

For Year Ending	March 31, 2023
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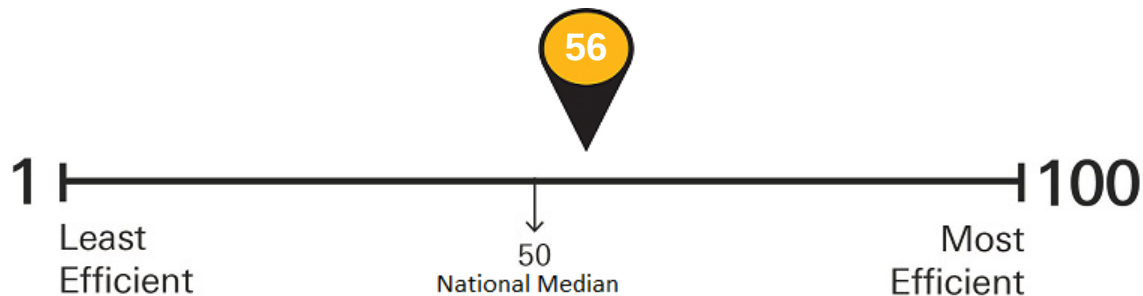
Property Address	415 W. Michigan Ann Arbor, Michigan 48104
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Primary Function	Office
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Gross Floor Area (ft ²)	27,680
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Year built	1970
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Energy Use per sq. ft.*	79.4 kBtu
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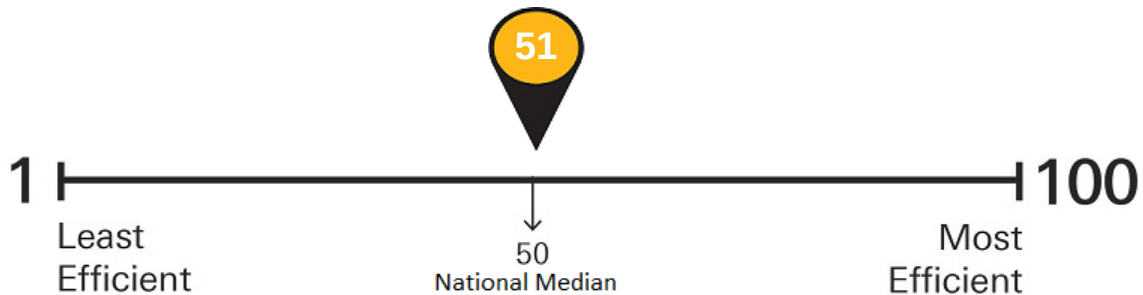
*Site energy use

ENERGY STAR[®] Energy Performance Scorecard

51
out of 100

750 Towner

For Year Ending	March 31, 2023
Property Address	750 Towner Ypsilanti, Michigan 48198
Primary Function	Office
Gross Floor Area (ft ²)	8,053
Year built	1985
Energy Use per sq. ft.*	73.9 kBtu



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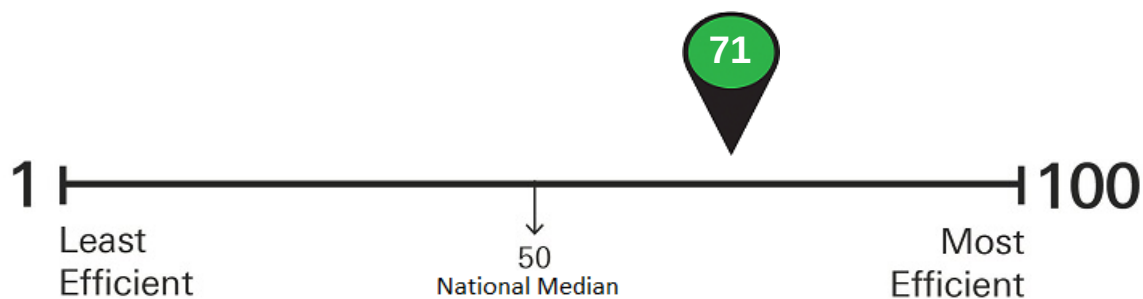
*Site energy use

ENERGY STAR[®] Energy Performance Scorecard

705 N Zeeb Western Service Center

71
out of 100

For Year Ending	December 31, 2019
Property Address	705 N Zeeb Ann Arbor, Michigan 48104
Primary Function	Office
Gross Floor Area (ft ²)	41,724
Year built	2001
Energy Use per sq. ft.*	62.9 kBtu



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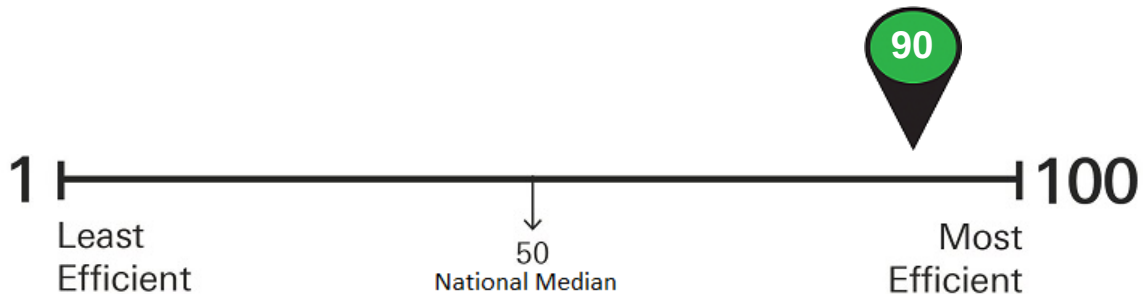
*Site energy use

ENERGY STAR[®] Energy Performance Scorecard

90
out of 100

District Court Building, Service Center

For Year Ending	October 31, 2019
Property Address	4133 Washtenaw Ann Arbor, Michigan 48108
Primary Function	Courthouse
Gross Floor Area (ft ²)	16,650
Year built	1950
Energy Use per sq. ft.*	25.4 kBtu



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*Site energy use