



Lower Grand River Watershed Project

Rural Subcommittee Minutes

Date: January 20, 2004
Location: Wyoming Clean Water Plant
Time: 9:00 a.m. – 10:30 a.m.
Prepared by: Laurie Beth Nederveld

In Attendance:

Mr. Jason Buck – Fishbeck, Thompson, Carr & Huber, Inc. (FTC&H)
Mr. Tom Doyle – Barry County Drain Commissioner's Office
Ms. Mary Ledford – Wright Township
Ms. Laurie Beth Nederveld – GVSU Annis Water Resources Institute (AWRI)
Mr. Doug Powless – Land Conservancy of West Michigan (LCWM)
Mr. Mark Rambo – City of Walker
Ms. Janice Tompkins – Department of Environmental Quality (DEQ)
Mr. Rob Zbiciak – Department of Environmental Quality (DEQ)

Committee Meeting

Item 1: Introduction of Members

The meeting began with introductions from subcommittee members.

Item 2: Rural Pilot Project Update

a) Sand Creek Watershed Management Plan (WMP)

Ms. Laurie Beth Nederveld informed the committee that the Department of Environmental Quality (DEQ) had approved the Sand Creek WMP on December 30, 2003.

b) 319 Grant Proposal

Ms. Nederveld informed the committee that a 319 Grant Proposal for the Sand Creek Watershed was submitted to the DEQ on January 5, 2004. Ms. Nederveld also noted that seventy-two proposals were submitted in the state, and based on information previously provided by Janice Tompkins, only 10% of these are expected to be accepted. Seven proposals were submitted for the Grand Rapids Metropolitan Area. The work plan, developed for this proposal, was passed out for review. Ms. Janice Tompkins asked for additional information regarding the proposed Vortechs Unit installation. Ms. Nederveld and Ms. Mary Ledford offered specific information regarding the location of the installation site. It was noted that the proposed installation site is located off of Arch Street and is adjacent to Cole Park. The unit would serve to reduce sediment, oil, and trash pollutants of urban runoff reaching Sand Creek. Vortechs Systems are touted as the best stand-alone system for removing the majority of regulated pollutants.

Item 3: Remaining Subcommittee Work Tasks

Ms. Nederveld reviewed the remaining committee work tasks that have yet to be addressed. A list of these tasks was passed out to committee members. According to the goals and objectives established for this committee, the following tasks have yet to be addressed during the remaining five months of the project:

- 1) Identify needs for developing and implementing water quality improvement programs in rural land areas.
- 2) Define rural subwatersheds based on population, land use activities, and impervious surfaces.
- 3) Prioritize problem sites, sources, and causes of nonpoint source pollution in rural land areas and present list to Technical Subcommittee.
- 4) Use information provided by targeted field evaluations, REGIS, aerial photographs, soil survey maps, results of water quality inventories conducted by AWRI, and records of past and current concerns to define rural critical areas.
- 5) Evaluate BMPs to select the most efficient systems for rural critical areas.

Item 4: Next Meeting

The next two committee meetings were scheduled for Tuesday, February 17, 2004 and Monday, March 15, 2004 from 9:00 a.m. until 10:30 a.m. The meetings will be held at the following location:

City of Wyoming
Clean Water Plant
2350 Ivanrest Avenue
Wyoming, MI 49418

Focus Group**Item 1: Explanation of Focus Group Session**

Ms. Nederveld provided a brief explanation of how the focus group session would be conducted. It was noted that committee evaluations were being held in order to evaluate the success of the first year of the project. Staff members would not participate in the session in order to ensure candid responses. The list of evaluation questions was passed out by Ms. Nederveld. In addition, a list of committee members and project activities for the first project year were provided to members. These two lists were intended to help members answer evaluation questions six and ten. Mr. Rambo was asked to mail the committee responses to Kellie Dubay of Tetra Tech, the evaluation consultant for this project.

Item 2: Focus Group Session

Mr. Mark Rambo served as the focus group facilitator for this session. In order to evaluate the first project year, fourteen questions were posed to committee members to provide them with an opportunity to express their views and opinions. These questions are provided on page three of these minutes. Focus group questions were developed to examine organizational arrangements, processes, and outputs of both the subcommittee and the overall project. Committee responses will be incorporated into an overall evaluation report to be developed by Tetra Tech.

Subcommittee Evaluation Focus Group Questions

- 1) What are the goals and objectives of this subcommittee?
- 2) What are the goals and objectives of the overall Lower Grand River Watershed 319 Project?
- 3) What is the function of the subcommittee within the overall project structure?
- 4) How does the project's subcommittee structure – several subcommittees each with a focus on a particular topic – affect the outcomes of the overall project?
- 5) How effectively does your subcommittee exchange information on progress with the other subcommittees?
- 6) What stakeholders are missing from this subcommittee and why?
- 7) What skills or areas of expertise would have benefited the efforts of this subcommittee during the first year?
- 8) How would you describe the level of participation by subcommittee members?
- 9) What stakeholders are missing from the overall project and why?
- 10) Describe why the processes used by this subcommittee to develop work products were effective and/or challenging.
- 11) How realistic were project schedules and budgets?
- 12) How much of the subcommittee's success is based on the participation and commitment of actual individuals versus the organization represented by each individual?
- 13) How much of the overall project's success is based on the participation and commitment of actual individuals versus the organization represented by each individual?
- 14) What were the most significant lessons learned by this subcommittee during the first year of the project?