September 30, 2013

Mr. Chad Rogers 525 West Allegan Street P.O. Box 30457 Lansing, Michigan 48909-7957

Dear Mr. Rogers:

The following document contains a summary report for the following project:

Project Title: Ann Arbor Michigan Green Communities

Project Number: 430183-11

Covering Period: September 1, 2011 to August 31, 2013

This document includes the final report for the Michigan Green Communities project. With the funding from MDEQ, Michigan Green Communities was able to expand participation in the network by almost 50 percent. MGC grew from 80 participants to over 150 over the term of the grant. The report includes an overview of major activities completed during the grant term and key deliverables completed during the grant, including:

- 1. List and Map of Network Members
- 2. Case Studies on Community Projects
- 3. Map of Sustainability Projects
- 4. Ordinance and Policy Database
- 5. Agenda from Conferences and Links to Conference Materials
- 6. Michigan Green Communities Challenge Progress Report
- 7. Summary of Michigan Green Communities Challenge Participants
- 8. 2012 and 2013 Annual Report on Michigan Green Communities Network
- 9. Final Report on Sustaining the Network from the University of Michigan Student Group
- 10. Signed Memorandum of Understanding
- 11. Michigan Green Communities Charter for MGC Steering Committee

I appreciate your help in overseeing this grant, and please let me know if I can answer any questions, or provide you with any further materials.

Sincerely,

Matthew Naud City of Ann Arbor

Environmental Coordinator

Matthew Nau

(734) 323-2790

mnaud@a2gov.org





Michigan Green Communities: MDEQ Pollution Prevention Grant Summary Report

Background about Network

In September 2011, the City of Ann Arbor, in collaboration with the Michigan Municipal League, received a Pollution Prevention grant from the Michigan Department of Environmental Quality for \$50,000 over two years. This grant supported Michigan Green Communities (MGC), a network of local government staff and officials that works to support sustainability initiatives across the state of Michigan. This grant accelerated the development of the network by providing support for staff, funding for annual events and programming, and funding and support to redesign the Michigan Green Communities Challenge, an online benchmarking tool for communities in Michigan. To date, over 150 communities have participated in one or more MGC events.

MGC supports innovation and capacity building among local government leaders to further sustainability throughout the entire state. With support from MDEQ, the network has grown into a partnership of more than 400 local government leaders, the Michigan Municipal League (MML), Michigan Townships Association, Michigan Association of Counties, Michigan Energy Office, and Michigan Department of Environmental Quality. The statewide organizations listed also support MGC through a formal Memorandum of Understanding, which was adopted in July 2013. Also in July 2013, MGC became a program of the MML Foundation.

MGC members include staff and elected or appointed officials from cities, townships, villages, counties, and universities across Michigan. Few municipalities have dedicated sustainability staff positions. Therefore, members come from diverse backgrounds, including planners, facility directors, and recycling coordinators.

The grant from MDEQ helped further six specific task areas to strengthen the network. These areas include:

- Task 1: Network Communications
 - Key deliverable: Webpage on the Michigan Municipal League websites (www.mml.org/green)
- Task 2: Continue Outreach and Network Building
 - Key deliverable: List and Map of Network Members, Economic Energy Analysis
- Task 3: Produce Content and Resources
 - Key deliverables: Case Studies on Community Projects, Map of Sustainability Projects, Ordinance and Policy Database
- Task 4: Host Annual Michigan Green Communities Conference
 - Key deliverables: Agenda from Conferences, Links to Conference Materials

- Task 5: Monitor Effectiveness of the Network
 - Key deliverables: Michigan Green Communities Challenge Progress Report, Summary of Michigan Green Communities Challenge Points, 2012 Annual Report on Michigan Green Communities Network, 2013 Annual Report on Michigan Green Communities Network
- Task 6: Build Model to Ensure Fiscal and Organizational Stability for the Network
 - Key deliverables: Final Report on Sustaining the Network from the University of Michigan Student Group, Signed Memorandum of Understanding, Michigan Green Communities Charter for MGC Steering Committee

Key deliverables related to each of these tasks are included at the end of this report in the appendix.

Network Mission

Michigan Green Communities (MGC) is a network of local government staff and officials that:

- Promotes and facilitates peer learning and sharing to support innovative solutions for community sustainability and livability
- Builds on the USDN model to build a safe peer learning space for a smaller community scale and creates the new space where USDN ideas can filter down and local issues can filter up
- Recognizes communities for their sustainability accomplishments.
- Supports the Green Communities Challenge
- Coordinates policies and leverages investments from corporations, state and federal agencies, philanthropic organizations and non-profit organizations to support local governments in their pursuit of sustainability
- Promotes Michigan's leadership role in environmental stewardship and green economic development
- Enhances Michigan's economic competitiveness in the 21st century global green economy
- Develops and shares world-class models that will reduce costs and increase business
 activity in our communities and stimulate world-class research, development and
 commercialization of breakthrough green technologies, products and processes

Accomplishments

With financial support for the MDEQ P2 grant, MGC has worked to build its value and expand its reach within Michigan. Accomplishments include:

- Received funding from the Michigan Energy Office to support network events, including a leadership academy and regional workshops
- Hosted two annual conferences with over 60 participants at each conference
- Hosted monthly conference calls to promote network connectivity and learning
- Produced five case studies on community projects

- Held a leadership academy in partnership with the Institute for Sustainable Communities and the University of Michigan with multidisciplinary teams from 18 different communities across the state
- Revised the Michigan Green Communities Challenge, a rating system designed for local governments in Michigan
- Designed action guides to help communities undertake actions in the Michigan Green Communities Challenge
- Formed an advisory committee to help lead the network
- Became a program of the Michigan Municipal League Foundation
- Increased network membership from 80 members to over 150

Major Activities by Grant Task

T1: Network Communications

Financial support from this grant provided staff support to oversee and manage regular network programming and interaction with network members.

MGC Monthly Conference Calls

MGC holds monthly webinars to provide a forum for sharing lessons learned, getting questions answered, and highlighting best practices. Minutes were taken and attendance of participants was collected on each conference call. Topics for conference calls included:

- Framing Sustainability for the Public
- Property Assessed Clean Energy
- Using Online Tools and Resources
- Municipal Revolving Energy Fund
- Community Energy Planning
- Plug-in Electric Vehicle Community Preparedness Plan
- Employee Engagement Programs
- Promoting Green Infrastructure through the Zoning Ordinance
- Lessons Learned from a Stormwater Utility
- Recycling Programs
- Town-Gown Sustainability Partnerships
- Michigan Saves and Municipal Financing Program

- Solar PV Installations on Municipal Buildings
- Water Treatment Planning
- State Electronics Challenge (SEC)
- Great Lakes Adaptation Assessment for Cities (GLAA-C)
- Promoting Active Communities (PAC)
- DEQ Water and Wastewater Loan/Grant Programs
- State Energy Future Forums
- Health Impact Assessment of Targeted Tree Planting
- Curbside Recycling Programs Regional Sustainability Planning

MGC Monthly Newsletter

A monthly newsletter is distributed to provide updates from the network, funding and training resources, upcoming events, and news about sustainability initiatives from local communities throughout Michigan. Subscription to this newsletter is limited to local government staff,

university staff, and non-profit partners. The newsletter currently has over 400 subscribers. The newsletter contains news from the network, relevant resources and opportunities, upcoming events, community updates, and highlights of MGC Challenge participants.

MGC Webpage

MGC originally used the state-sponsored micheen.org website to post network materials and maintained a web group on this site. Since the termination of the site, MGC has maintained an outward facing webpage located on the Michigan Municipal League website. This site includes information about how to become engaged in the network, materials from conferences, and information regarding the MGC Challenge. The address for this website is www.mml.org/green. Additionally, the network maintains a LinkedIn group to provide another networking opportunity for members.

T2: Continue Outreach and Network Building

Over the course of the grant, MGC staff has continued to increase network members, as well as find new ways to conduct outreach. MGC staff regularly checks in with network members to solicit feedback, and has formed a steering committee to help guide network priorities. Funding this grant helped leverage additional financial support to host a variety of events for network members, including regional workshops and team building events. Hosting a variety of events helps staff and members learn what channels of outreach and engagement are most effective.

Regional Workshops

In February 2012, MGC hosted three regional workshops to help foster stronger relationships between local government staff and nonprofit partners in each region. Workshops were held in Traverse City. Muskegon, and Detroit. Each workshop had 20 to 30 participants. Theses workshop also created new partnerships for the Michigan Green Communities network. The workshops were held in partnership with the University of Michigan School of Natural Resources and Environment, MEDC Michigan Energy Office, and the Regional Energy Demonstration Centers. These workshops helped strengthen network connections within different regions across the state. The workshops also included participation from nonprofit partners within the region; this helped local governments connect with new resources within their respective regions.



City of Charlevoix presenting at regional workshop in Traverse City

Economic Energy Analysis

The UM SNRE student group also created an economic energy analysis tool to encourage communities to measure their baseline energy consumption and identify potential cost savings. This tool was provided as a resource in the MGC Challenge and the full tool and student report are available online here:

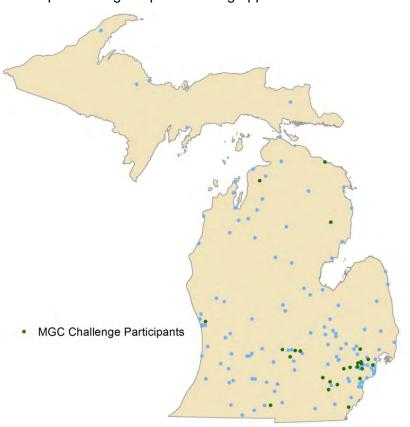
http://deepblue.lib.umich.edu/bitstream/handle/2027.42/90932/Michigan%20Green%20Communities%20Master%27s%20Project%20Report.pdf?sequence=1.

Network Growth and Member Participation

Active participation in events has been steady since the network started in 2010, but participation in network activity increased due to grant support. MDEQ P2 funding helped created continuous programming, including monthly newsletters and conference calls; with enhanced programming, MGC has been able to provide regular peer learning opportunities at

no cost to local government representations. Often multiple representatives from a community participate in MGC events.

- 2011 24 communities represented at annual conference
- 2012 24 communities represented at annual conference, 25 communities participated in the Michigan **Green Communities** Challenge, 25 communities represented at regional workshops, and 18 communities represented at the leadership academy
- 10 to 20 participants on monthly conference calls
- Over 400 subscribers to monthly newsletters



Through monthly conference calls, regional workshops, annual conferences, and the MGC Challenge, over 150 local governments have participated in MGC learning opportunities and events. At the start of the grant, MGC had connections to 80 communities; this means network membership has grown by almost 50 percent over the course of the grant term. Network participants include:

Albion Alcona County Allegan Alma Alpena County Ann Arbor **Antrim County** Ash Township

AuGres Bangor Charter Township

Battle Creek

Auburn Hills

Bay County Birmingham Boyne City

Brandon Charter Township

Brighton

Briley Township

Bronson Burton

Calhoun County Charlevoix

Charlevoix County

Clawson

Clio Coldwater Corunna Curtis Township

Dearborn

Delhi Charter Township **Delta Charter Township**

Detroit

Detroit-Wayne Port

Authority Dexter Douglas

DundeeKinross Charter TownshipRogers CityEast JordanLake OrionRoscommonEast LansingLansingRoscommon County

East Tawas Lathrup Village Roseville Eastpointe Leelanau County Royal Oak

Eaton County Lenawee County Rutland Charter Township

Emmet County

Leslie

Saint Clair

Farmington Hills

Lincoln Park

Saint Clair Shores

Ferndale Linden Saline
Ferrysburg Little River Ottawa Sandusky
Flint Mackinaw City Southfield

Flint Mackinaw City Southfield
Flushing Madison Heights Southgate
Forestville Manistee Spring Lake

Frankfort Manistee County Spring Lake Township Fremont Marquette Springfield

Fruitport Mason Springfield Charter
Gladwin Meridian Charter Township

Gladwin Meridian Charter Township
Grand Blanc Township Sterling Heights
Grand Haven Mesick Sturgis

Grand Rapids Midland Sunfield Township
Grandville Milford Suttons Bay

Grandville Milford Suttons Bay
Greenville Milford Charter Township Swartz Creek
Grosse Pointe Missaukee County Three Rivers

Grosse Pointe Woods Monroe County Tittabawassee Township

Harbor Beach Mount Clemens Traverse City
Hastings Muskegon County Troy

Hastings Township New Haven Tuscarora Township
Hayes Township Newaygo County Union Charter Township

Highland Charter Northport Utica
Township Norton Shores Vassar
Holland Novi Warren

Homer Oak Park Washtenaw County

Huntington WoodsOakland CountyWaylandImlay CityOrion Charter TownshipWayneIsabella CountyOsceola CountyWestlandIshpemingOshtemo CharterWilliamston

Ithaca Township Williamstown Township

Otsego Wyandotte Municipal

Jonesville Otsego Wyandotte Municipal Kalamazoo Pittsfield Charter Township Services

Kalkaska Quincy Wyandotte
Kingsley River Rouge

T3: Produce Content and Resources

Michigan Green Communities Leadership Academy

In July 2012, MGC hosted a highly praised two-day leadership academy that brought together 18 teams



MDEQ P2 Final Grant Re

of senior officials and key stakeholders from local governments from across the state to advance and accelerate local sustainable development solutions. MEDQ funding was leveraged to receive outside funding and support from the Michigan Economic Development Corporation, the University of Michigan Erb Institute, the Urban Sustainability Directors Network, and Ann Arbor SPARK. These additional funds totaled over \$10,000. Networks members provided valuable feedback on this event, and this feedback has lead to the decision to host a multi-day conference.

Case Studies

Network members often ask for examples of best practices from peer communities to better inform decision and policy making. To meet this need, MGC staff developed cases studies on innovative projects within the state. Michigan Green Communities produces case studies highlighting lessons learned and best practices in implementing sustainability projects. MGC has worked with Grand Rapids, Ann Arbor, Farmington Hills, Detroit, and Dearborn to complete case studies. Specific case studies include:

- City of Ann Arbor Stormwater Utility
- City of Dearborn Adopt-a-Watt Program
- City of Detroit Recycle Here! Program
- City of Farmington Hills Energy Contract
- City of Grand Rapids Zoning Code

Map of Projects and Ordinance and Policy Database

Connecting local government staff with peer examples and best practices saves staff time and money when undertaking new projects. To help staff quickly indentify relevant projects and what communities are working on them, MGC staff created both a map of current projects, as well as a collection of ordinances and policies. The map is sorted by the different categories within the MGC Challenge. The map is stored on the Michigan Municipal League website: http://www.mml.org/resources/educenter/green_challenge-test.html.

T4: Host Annual Michigan Green Communities Conference

MGC Annual Conference

MGC has held an annual conference in Lansing, MI for the past three years. This event is open to local government and university staff and is provided free of charge. Agendas for the conferences are included in the appendix.

2011 MGC Annual Conference

The second Michigan Green Communities Conference took place on October 28, 2011, in



Breakout session at the 2011 MGC Annual Conference

Lansing. Approximately 60 leaders from state and local government and non-profit organizations attended. As with the first conference, the focus was on sharing local solutions for sustainability challenges. Presenters educated their peers on a range of issues, including: local food networks and gardening, water conservation and management, curbside recycling, joint planning initiatives, electric vehicle infrastructure, complete streets, community energy planning, and Property Assessed Clean Energy (PACE) financing. Presentation materials are posted online: http://www.mml.org/resources/educenter/2011-green_communities_conference.html

2012 MGC Annual Conference

The third Michigan Green Communities Conference took place on November 2, 2012, with over 60 attendees. As in previous years, the event focused on sharing local solutions to sustainability challenges. This year's conference began with an interactive workshop that focused on overcoming challenges, such as securing funds for programs and projects, securing funding for staff, organizational change, and how to get started with sustainability. Presenters educated their peers on a range of issues, including: the value of urban forests, tools for collaborative local community sustainability planning, public-private partnerships in sustainable financing, single stream recycling, and lowering the cost for renewable energy applications. Presentations materials are posted online: http://mml.org/resources/educenter/2012-green communities conference.html

The next conference will take place in Flint, MI in early 2014. This conference will take place in partnership with the City of Flint and Great Lakes Adaptation Assessment for Cities (GLAA-C).

T5: Monitor the Effectiveness of the Network

Michigan Green Communities Challenge Launch

The revised MGC Challenge provided an online reporting tool for communities to report on their performance in adopting and implementing sustainability policies and programs. While the Challenge was began before the term of the grant, MGC staff worked with a University of Michigan masters project team to revise the Challenge and extend the progress report to include actions beyond energy efficiency.

The Michigan Green Communities Challenge is a rating system designed for local governments in Michigan. Through the Challenge, communities report on their performance in adopting policies and implementing programs that conserve energy and other resources. Participation is free and open to any local government in Michigan.

The MGC Challenge:

- Serves as a guide for communities to measure their progress toward sustainability
- Encourages friendly and productive competition between Michigan communities
- Provides a framework for peer-to-peer benchmarking
- Recognizes communities for their sustainability accomplishments

The Challenge covers four categories: Built Environment, Economic Development, Natural Resources, and Administration and Planning. Each category is comprised of several action items, such as establishing a sustainability team, implementing a recycling program, or installing

efficient street lights. Communities earn points by completing these action items. In addition, communities can earn bonus points for reporting their performance on metrics, such as energy consumption and recycling percentage. Communities earn a rating – Gold, Silver, Bronze, or Member – based on how they score.

Beginning in winter 2011, a team of graduate students from the University of Michigan School of Natural Resources and Environment spearheaded an effort to update the Challenge. Based on consultations with the Advisory Committee and participating communities, the team developed a new list of action items and metrics. The student team and MGC staff also created action guides to help guide participants to take further action. These action guides are posted online at http://mml.org/green/action.php. The updated Challenge launched in fall 2012.



City of Novi being recognized at the 2012 MGC Annual Conference

In 2012, 25 communities completed the MGC Challenge and were recognized at the annual conference.

Participants were promoted via awards and press releases. The MGC Challenge also collects metrics, such as municipal energy use and materials recycled, to track the impact of sustainability initiatives across the state.

MGC launched the revised Challenge in August 2013 and will recognize participants at the annual conference in early 2014. In addition to recognition at the conference, a press release was also created for each challenge participant. MGC is hoping to increase participation by 10 communities in the next cycle. A complete list of MGC Challenge actions is included in the appendix.

Summary of Michigan Green Communities Challenge Participants

An updated Challenge launched in fall 2012, with awards given out at the 2012 Annual Conference. Sponsorship from the Urban Sustainability Directors network also provided prizes for participants of the 2012 MGC Challenge. LED lights were given the three communities that participated in the challenge. 25 communities participated in the 2012 Challenge with a total of 738 action items reported, which included:

- 162 action items in Administration and Planning
- 245 action items in Built Environment
- 100 action items in Economic Development
- 231 action items in Natural Resources
- 2,714,017 kWh of electricity saved from municipal building and outdoor lighting upgrades
- 10 buildings were "green" certified
- 62,718 tons of material were recycled or composted

2012 MGC Challenge Participants:



City of Ann Arbor City of Dearborn City of Rogers City Oakland County Delhi Charter Township Williamstown Township Village of Dexter



City of Farmington Hills
City of Lathrup Village
City of Ypsilanti
Monroe County
Curtis Township
Delta Charter Township
Meridian Charter
Township
Village of Quincy



City of Ferndale City of Novi City of Saline City of Troy Village of Fruitport



City of Birmingham City of Clawson City of East Jordan City of Roseville City of Sterling Heights

Annual Report

Each year MGC staff produces an annual report to highlight work and innovation in the network over the past year. This report serves as a tool to evaluate the effectiveness of the network, summarize annual progress, and improve outreach to new partners, funders, and members. Both the 2012 and 2013 annual reports are included in the appendix.

Task 6: Build Model to Ensure Fiscal and Organizational Stability for the Network

Part of the work plan for was to develop a funding model to support the network. MGC staff and partners at the Michigan Municipal League worked with a group of masters students at the University of Michigan to provide recommendations on how to sustain the network. Additionally, over the course of the grant, MGC staff conducted outreach to potential foundations, partners, state organizations, and network members to identify next steps for the network.

Strategy to Sustain the Network

During this grant term, MGC worked with students at the University of Michigan to further grow and strengthen the network. An important component of building the network is maintaining the network beyond the term of the grant. To provide some recommendations to sustain the network, the student group worked with the network and its members to evaluate effectiveness of network communications and events. The group proposed both short-term and long-term recommendations to increase capacity of the network and find ways to maintain a continuous level of service.

A full report of the student group's work and recommendations are posted online at: http://deepblue.lib.umich.edu/bitstream/handle/2027.42/90932/Michigan%20Green%20Communities%20Master%27s%20Project%20Report.pdf?sequence=1.

Memorandum of Understanding

A key component of sustaining the MGC network is developing strong partnerships and connections. Over the term of the grant, the network established a series of relationship with nonprofits, organizations, and multiple state agencies. Formalizing these relationships provided an added level of staff time and resources to further the goals of MGC. To accomplish this, MGC completed a Memorandum of Understanding (MOU) to establish a more formal relationship with key partners.

Signatories on the MOU include:

- Michigan Municipal League
- Michigan Municipal League Foundation
- Michigan Association of Counties
- Michigan Townships Association
- Michigan Department of Environmental Quality
- Michigan Economic Development Corporation

A complete copy of the MOU is included in the appendix.

Michigan Green Communities 501c3 Status and Charter for MGC Steering Committee

MGC started as a collaborative project between the City of Dearborn, the City of Ann Arbor, and the Michigan Municipal League. Part of ensuring continuity and success of the network is defining a clear home for the network. Additionally, to help advise programming and decision making within the network, MGC members communicated the need for an advisory body.

MGC also formed an advisory group to bring more community representatives into the decision-making process. The Advisory Committee provided strategic direction and guidance for the network. In 2011-2012, the Advisory Committee provided feedback and helped guide revisions to the Michigan Green Communities Challenge. In addition, Advisory Committee members helped plan MGC events, such as the Annual Conference, and participate actively in MGC activities. Members included:

- Haris Alibasic, Director of Office of Energy and Sustainability, City of Grand Rapids
- Mark Clevey, Renewable Energy Programs Manager, Michigan Energy Office
- Martin Colburn, City Administrator, City of Mason
- Jamie Dean, Solid Waste Coordinator, Monroe County Health Department, Monroe County
- John Elsinga, Township Manager, Delhi Township
- Tom Frazier, Legislative Liaison, Michigan Townships Association
- Nate Geinzer, Management Assistant, City of Farmington Hills
- **Don Green**, Township Supervisor, Milford Township
- **Debra Hill**, Village Trustee, Village of New Haven
- Art Holdsworth, Director of Facilities, Oakland County

- Peter Hughes, Sustainable Development Specialist, Michigan State Housing Development Authority
- Nina Ignaczak, Senior Planner, Oakland County
- Todd Kalish, Michigan Department of Natural Resources
- Matthew Naud, Environmental Coordinator, City of Ann Arbor
- David Norwood, Sustainability Coordinator, City of Dearborn
- Jan Patrick, EECBG Program Manager, Michigan Energy Office
- Tim Schmitt, Community Development Analyst, City of East Lansing
- **Jeff Spencer**, Michigan Department of Environmental Quality
- Rob Straebel, City Manager, City of Charlevoix
- MoReno Taylor, Legislative Coordinator, Michigan Association of Counties
- Christian Wuerth, Assistant to the City Manager, City of Birmingham

Over the term of the grant, MGC worked to establish 501c3 status. To reach this status, MGC officially became a program of the MML Foundation in February 2013. This enables the network to more effectively work with foundation partners as well as established a primary fiscal agent for the network. To transition to becoming a program of the MML Foundation, MGC also created a formal a charter to form a Steering Committee to guide future activities of the network. This charter established a formal Steering Committee that replaced the advisory committee. The charter for the Steering Committee includes a new governance structure for the network.

MGC is now comprised of a three-tiered structure:

- Network members, to allow broad participation by all interested parties
- Steering Committee, with representatives from the diverse stakeholders groups, to provide guidance and feedback to workgroups and serve as the governing body for MGC
- Workgroups to focus on particular MGC projects and priorities

The Steering Committee is made up of local government representatives, as well as representatives from state agencies and key partners. Committee members will serve two-year terms and are charged with furthering the mission of MGC. Committee membership aims to have geographic diversity and representation from cities, counties, villages, and townships. The committee members will ensure that the organization operates in a fiscally responsible manner; assist with outreach and public relations; serve on workgroups and support special projects as needed; and serve as a liaison between MGC and their agency or organization. A full copy of the charter is included in the appendix.

The newly established Steering Committee includes the following members:

- Haris Alibasic, Director of Office of Energy and Sustainability, City of Grand Rapids
- Mark Clevey, Renewable Energy Programs Manager, Michigan Energy Office
- **Jamie Dean**, Recycling and Green Community Program Coordinator, Monroe County Health Department, Monroe County
- Sandra Diorka, Director of Public Services, Delhi Township
- Stephanie Ericson, Communications Coordinator, Michigan Association of Counties
- Luke Forrest, Program Coordinator, Michigan Municipal League
- Tom Frazier, Legislative Liaison, Michigan Townships Association

- Tom Hickner, County Executive, Bay County
- Peter Hughes, Sustainable Development Specialist, Michigan State Housing Development Authority
- Matthew Naud, Environmental Coordinator, City of Ann Arbor David Norwood, Sustainability Coordinator, City of Dearborn
- Jeff Spencer, Environmental Specialist, Michigan Department of Environmental Quality
- Dayne Walling, Mayor, City of Flint
- Arnold Weinfeld, President, Michigan Municipal League Foundation
- Chris Yonker, City Administrator, City of East Jordan
- Karl Zueger, Assistant City Manager, City of Marquette

Sources of Funding & Partners during Grant Term

In September 2011, the City of Ann Arbor, in collaboration with the Michigan Municipal League, received a Pollution Prevention grant from the Michigan Department of Environmental Quality. This \$50,000 grant provided additional staff support for MGC over two years. The grant provided financial support for the Michigan Green Communities Challenge, annual conferences, annual reports, regional workshops, and other outreach and educational materials.

The University of Michigan School of Natural Resources and Environment (SNRE) provided support for the February 2011 regional workshops as part of a student masters project. MGC's regional partners – Michigan Energy Options, Northwestern Michigan College, Michigan Alternative and Renewable Energy Center, Next Energy, and the Southeast Michigan Regional Energy Office – provided additional staff support and facility use to support the events. SNRE also provided funds to support a graduate student intern for summer 2012 to develop resources and tools to support the Michigan Green Communities Challenge.

In spring 2012, MGC received a \$14,500 sponsorship from the Michigan Economic Development Corporation to continue to support the network, host regional workshops, and track sustainability projects across the state of Michigan.

In summer 2012, MGC also received \$5,000 from the Urban Sustainability Directors Network to help support a leadership academy in partnership with the Institute for Sustainable Communities and the University of Michigan. USDN also provided \$1,000 to provide prizes to communities that participated the 2012 Michigan Green Communities Challenge. LED light bulbs were given to three communities who completed the Challenge.

Next Steps and Priorities

Member Interests and Future Priorities

Since few communities in Michigan have dedicated sustainability directors, participants have a variety of different interests and are working on a diverse set of projects. The network distributes an annual survey and solicits feedback from the Advisory Committee and on conference calls to learn more about network priorities. Energy topics have had the most interest from members, due to the availability of EECBG funding. Other topics from a survey of members include:

Transportation

- Local food systems
- Stormwater management
- Climate impacts
- Community energy planning
- Collaborative opportunities
- Engaging residents
- Fuel efficient fleets
- Funding strategies
- Alternative energy
- Utility disclosure

In times of diminishing and shrinking budgets, local government staff in Michigan has few to no educational opportunities. MGC aims to continue to provide an annual calendar of activities to build the knowledge base of sustainability and the culture of sustainability within the state. MGC strives to continue to provide events that are high quality, but also have little to no cost for attendees.

After three years as a network, MGC has a strong base of network members and is looking to build network capacity by establishing deeper connections between network members. Network members, the Advisory Committee, and key partners identified the following goals and strategies to build a stronger network over the next two years.

Key priorities for improving the value of the network include:

- Increase geographic diversity in the state
- Strengthen and broaden member participation to foster stronger connections between network members
- Position MGC as the key organization for local government sustainability
- Increase participation in the MGC Challenge to support local government leaders and track sustainability projects in the state
- Identify long-term strategic partners and financial support for the network

In early 2014 with support from local foundations and the University of Michigan, MGC will host its fourth annual conference in Flint, MI.

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APPENDIX: Key Deliverables

Task 2: List and Map of Network Members

Albion Flint **Alcona County** Flushing Forestville Allegan Alma Frankfort Alpena County Fremont Ann Arbor Fruitport **Antrim County** Gladwin Ash Township **Grand Blanc** Auburn Hills Grand **AuGres** Haven Grand

Bangor Charter Township
Battle Creek
Bay County
Birmingham
Boyne City
Brandon Charter Township
Brighton
Grand
Rapids
Grandville
Grandville
Greenville
Grosse
Grosse
Grosse

Brighton Grosse
Briley Township Pointe
Bronson Woods
Burton Harbor
Calhoun County Beach

Charlevoix Hastings
Charlevoix County Hastings
Clawson Township
Clio Hayes
Coldwater Township
Corunna Highland

Curtis Township
Dearborn
Charter Township
Holland

Delhi Charter Township Homer

Delta Charter Township Huntington Wood

Delta Charter Township Huntington Woods

Detroit Imlay Čity

Detroit-Wayne Port
Authority
Ishpeming
Dexter
Ithaca
Douglas
Dundee
Isabella County
Ishpeming
Ithaca
Jonesville
Kalamazoo

Douglas Jonesville
Dundee Kalamazoo
East Jordan Kalkaska
East Lansing Kingsley

East Tawas Kinross Charter Township

Eastpointe Lake Orion
Eaton County Lansing
Emmet County Lathrup Village

Emmet County
Farmington Hills
Leelanau County
Ferndale
Lathrup Village
Leelanau County
Lenawee County

Ferrysburg Leslie

Lincoln Park Linden

Little River Ottawa Mackinaw City Madison Heights

Manistee

Manistee County

Marquette Mason

Meridian Charter

Township Mesick Midland Milford

Milford Charter Township

Missaukee County Monroe County Mount Clemens Muskegon County New Haven

Newaygo County Northport

Northport Norton Shores

Novi Oak Park Oakland County

Orion Charter Township

Osceola County Oshtemo Charter

Township Otsego

Pittsfield Charter Township

Quincy River Rouge Rogers City Roscommon

Roscommon County

Roseville

Royal Oak

Rutland Charter Township

Saint Clair

Saint Clair Shores

Saline Sandusky Southfield Southgate Spring Lake

Spring Lake Township

Springfield

Springfield Charter

Township

Sterling Heights

Sturgis

Sunfield Township

Suttons Bay Swartz Creek Three Rivers Tittabawassee Township

Traverse City

Troy

Tuscarora Township Union Charter Township

Utica Vassar Warren

Washtenaw County

Wayland Wayne Westland Williamston

Williamstown Township Wyandotte Municipal

Services Wyandotte



Ann Arbor Stormwater Utility Case Study

Project Snapshot

In 2006, the City of Ann Arbor updated the rate structure for its stormwater utility to charge property owners based on the amount of impervious surface on their property. The new, more equitable rate structure includes incentives to manage stormwater onsite. The utility, which generates over \$5 million per year, funds operations and maintenance projects for the stormwater system, water quality improvement projects, stormwater education, implementation of environmental regulatory or remediation plans, and green infrastructure projects that reduce strain on the stormwater system.

Utility Details

Until 2006, the City of Ann Arbor's stormwater utility, which began in 1984, charged residential property owners a flat rate. The City looked to update the utility in order to meet expanding service needs, employ new technologies to improve the system, and comply with evolving regulatory requirements. Specifically, in Bolt v City of Lansing (1998), the Michigan Supreme Court struck down Lansing's stormwater utility and established three utility rate design requirements:

- 1) Fees must serve a regulatory and not revenue-generating purpose.
- 2) Fees must be proportionate to the necessary cost of service.
- 3) Property owners must be able to refuse or limit their use of the service.

Ann Arbor's utility and rate structures are designed to meet these criteria. First, all services are regulatory and fulfill National Pollutant Discharge Elimination System (NPDES) permit and National Flood Insurance Program (NFIP) obligations. Second, cost allocation and rate-setting processes ensure that costs are proportional to the fees charged. Third, residents and businesses can reduce their use of the service (and therefore their rates) by reducing the amount of impervious area on their properties. Properties that flow directly into the river are exempt because they do not use the City's stormwater system.

In addition, the City offers a series of credits that reduce rates. Achieving "RiverSafe Home" certification or installing rain barrels, rain gardens, or detention basins lead to lower rates for property owners. Commercial credits include installing detention basins, following water quality best management practices, and achieving "Community Partners for Clean Streams" designation.

Funding

Setting up the new rate structure carried significant cost because it required detailed information about each parcel and the City's overall impervious area. These measurements are based on flyover maps; Ann Arbor's most recent flyover map cost about \$50,000. Although setting up a utility has high upfront costs, it



Ann Arbor, MI
Population: 113,934
Governance: CouncilManager

What is a stormwater utility?

The Michigan Department of Environmental Quality (DEQ) defines a stormwater utility as a "source of funding the construction and maintenance of stormwater management facilities. User fees are typically charged based on the amount of runoff that may be anticipated from a property."

Nine Michigan communities have a stormwater utility: Adrian, Ann Arbor, Berkley, Chelsea, Harper Woods, Jackson, Marquette, New Baltimore, and Saint Clair Shores. brings in enough revenue to administer the program once it is operational. In 2010, Ann Arbor's utility generated nearly \$5.3 million in revenue.

Results

In addition to operations and maintenance of the stormwater pipes, the utility has provided funding for diverse projects that reduce strain on the system. Sample projects include installing a permeable concrete alley in a residential neighborhood, creating a wetland preserve in a public park, building underground detention basins, and operating the City's urban forestry management program. The City has granted over 5,000 credits to residents and businesses for actions that reduce strain on the stormwater system.

Advice for Communities Considering a Similar Project

- Start with education Laying the education groundwork and making sure the community understands the connection between rainfall and water quality is a crucial first step before setting up a stormwater utility. Fostering a connection to the river or lake where the stormwater goes forms the basis for peoples' willingness to pay for stormwater system improvements because they understand the water quality benefits. Partnership opportunities can begin with the public schools for stormwater education. "Watershed" and "Runoff" are part of the Michigan Educational Assessment Program (MEAP) standards. Ann Arbor Public Schools has an urban hydrology program for 2nd through 6th grades.
- Empower residents to make a difference The rate structure gives residents an opportunity to use their property to improve water quality and get recognized for their efforts. These residents can then become ambassadors to their neighbors about the benefits of rain barrels, rain gardens, and other strategies to manage stormwater onsite.
- Use high-quality data Investing in technology to have accurate flyover data helps ensure that rates are fair and minimize disputes. GoogleEarth does not provide enough detail, in part because the flyover should happen during leafless conditions. Ann Arbor uses six-inch pixels and updates its maps every three years. The maps (and the cost for generating them) are shared with other City units.
- *Emphasize transparency* Through the City's website, residents can see an aerial photo of their parcel with impervious areas marked and the calculations the City used to determine their rate. The site outlines a process for property owners to dispute the City's calculations if they believe there are errors in the aerial photograph or interpretation. After visiting the property in question, field staff make corrections and adjust rates if necessary.
- Leverage partnerships The City of Ann Arbor, Washtenaw County, and the University of Michigan all own and operate portions of the stormwater system within city limits. Ann Arbor has kept program costs low and streamlined administration by partnering with the County Water Resources Commissioner's Office on stormwater improvement projects, education and outreach programs.
- Raise the bar for municipal operations Ann Arbor works to integrate best practices for stormwater management into its own operations as well. For instance, a newly constructed Municipal Center is an example to the community that includes a rain garden, cistern, infiltration beds, green roof, planter boxes, and permeable pavers in the parking lot to achieve a net zero runoff from the site.

Additional Information

- A copy of the flyover mapping RFP is available at MichEEN.org under the Michigan Green Communities group.
- Visit a2gov.org/storm for more information on rate structure, available credits, and more.



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For questions or information, visit greenchallenge.mml.org or contact Laura Matson (Imatson@a2gov.org).



Dearborn/Adopt-A-Watt Sponsored Energy Efficient Lighting Upgrades

Case Study

Project Snapshot

The City of Dearborn entered into an agreement with Adopt-A-Watt, Inc. to update 102 lighting fixtures from 175W metal halide lights to high efficiency 80W induction fluorescent bulbs in city parking garages. Funded entirely through sponsorships, this project incurred no costs to the City and helped to reduce its energy use. In addition to the sponsored lights, the City received one sponsored electric vehicle charging station.

Timeline and Implementation Process

- **December 2010** The City and Adopt-A-Watt enter into the Sponsored Parking Structure Light Agreement, outlining the responsibilities of both parties as well as expected savings, in both kWh and dollar figures.
- Spring/Summer 2011 Adopt-A-Watt and Dearborn officially kick off the project with a media advisory and press release, which notifies the community and begins to generate buzz from potential sponsors. Adopt-A-Watt begins seeking sponsorships, pursuing primarily local organizations that would have the most potential benefit from local publicity. The City assists the recruiting process by verifying the partnership with Adopt-A-Watt and further explaining the nature of the project to potential sponsors.
- *Fall 2011* Adopt-A-Watt crews convert bulbs, affix signs, and install the electric vehicle charging station.
- December 2011 Dearborn Mayor, John B. O'Reilly, Jr., performs the
 ceremonial throwing of the switch recognizing sponsors for their
 generosity and thanking them for helping Dearborn achieve greater
 energy efficiency. A city press release coinciding with the ceremony brings
 greater public awareness to the project and favorable media attention for
 sponsors.
- Summer 2012 Talks between Dearborn and Adopt-A-Watt continue around a possible "Energy Savings Agreement" to complete the second phase of the project, which would replace the remaining 101 fixtures in the parking structures.

Funding

The City of Dearborn did not pay any upfront costs, making this program a unique example of how to fund energy efficiency upgrades. Instead, this project was supported by sponsorships from individuals, businesses, and non-profits.



Dearborn, MIPopulation: 98,153
Governance: Mayor-Council

What is Adopt-A-Watt?

Adopt-A-Watt leverages sponsorships to create an alternative public-private funding mechanism, allowing cities to pursue energy efficiency and renewable energy projects. Adopt-A-Watt is a Certified B Corporation, solving social and environmental problems through business.

Michigan law (Enrolled Senate Bill 213) requires electric service providers to establish renewable energy and energy optimization programs. This law helps align the goals of utility providers (such as DTE) and the Adopt-A-Watt program.



Sponsorship costs \$500 per fixture and sponsors can pay the tax-deductible amount over 10 years. In addition to the sponsorships, the City also earns a \$100 rebate per replaced fixture from DTE. This program funded the last seven fixtures of the 102 fixtures identified in the agreement.

The agreement replaced the target 102 fixtures, but there are still lights on the upper levels of the structures that need replacement. These are not ideal for sponsorship, however, because lower traffic flow on these levels results in less publicity. Recently, Adopt-A-Watt and Dearborn have been looking into an agreement similar to an energy performance contract. Adopt-A-Watt provides the upfront capital, which then gets paid back over the course of 10 years from the increased revenue the City receives due to savings on the energy bill. While some of the revenue goes directly back to Adopt-A-Watt to pay back the investment, there is still money left over to reinvest into other energy saving projects.

Results

- Replacement of 102 fixtures in the west downtown city parking structures (95 replaced from sponsorships, 7 from DTE energy efficiency rebates), and installation of one electric vehicle charging station sponsored by Eaton Corporation.
- Over the course of ten years, Dearborn will save an estimated 612,512 kWh of electricity usage, comparable to the output from burning 256,000 pounds of coal. In addition to not having to pay for the lighting upgrades, Dearborn expects to see electricity, maintenance, and operating cost savings of approximately \$300,000 over the next 10 years, generating a source of revenue for the City.
- These savings will then serve as seed-money to pursue other green infrastructure projects, installing EV charging stations, solar PV systems and/or covering the \$5000 premium on EVs over standard internal combustion engines.
- Sponsors receive a prominent sign accompanying their sponsored lights, are invited to participate in the kickoff media event, and receive an honorable mention in the City's press release.

Advice for Communities Considering a Similar Project

- Pursue sponsorship from local organizations because they benefit most from the publicity, plus they can potentially galvanize additional community support.
- Limit project size to something practical, such as a parking garage, downtown district, or library. Gathering sufficient sponsors takes a lot of effort, but smaller projects can generate enough savings to make larger projects possible.
- Revenue from savings should not just be diverted back into a general fund, but rather explicitly set aside for the pursuit of further green endeavors.

Additional Information

- A copy of Dearborn's contract is available at MichEEN.org under the Michigan Green Communities Group.
- Visit adopt-a-watt.com or contact Tom Wither at 866-643-5724
- More information/advice is available from Dave Norwood, Dearborn Sustainability Coordinator at 313-943-2159



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For questions or information, visit greenchallenge.mml.org or contact Laura Matson (Imatson@a2gov.org) MDEQ F2 Final Grant Report



Farmington Hills Energy Performance Contract

Case Study

Project Snapshot

The City of Farmington Hills entered into a \$1.6 million performance contract with an estimated payback of 12 years with Chevron Energy Solutions in 2009. The resulting efficiency upgrades and conservation measures have saved the City over \$120,000 per year and improved occupant comfort.

Timeline and Implementation Process

- Spring 2008 Mayor appoints a Green Efforts Committee to identify
 opportunities to save money. The Committee reviews a preliminary energy
 audit conducted through the Rebuild Michigan program and identifies
 performance contracting as a strategy to make larger and more systematic
 upgrades.
- Fall 2008 Farmington Hills issues an RFP for a performance contract.
- Winter 2009 After multiple interviews with six potential vendors and a
 thorough vetting of the proposals, City selects Chevron Energy Solutions
 for the contract. Chevron was selected in part because the City was
 looking for a company that wasn't tied to its own products and had more
 independence to recommend the best products on the market.
- **Spring 2009** Chevron Energy Solutions prepares a comprehensive audit of 16 buildings and menu of potential projects totaling \$2.8 million.
- Fall 2009 After vetting projects with engineers, department heads, and building managers, City selects \$1.6 million package of projects for seven buildings (Costick Center, Division of Public Works, Fire Headquarters, Fire Station #3/ Jon Grant Community Center, Ice Arena, Parks and Golf Maintenance Building, and the Police Station). The package includes building automation systems, lighting upgrades such as occupancy sensors and switching from T12 to T8 bulbs, efficient HVAC equipment, and a power factor correction for the ice arena. The selected projects include measures with a short payback period (such as lighting upgrades) and equipment with a longer payback period that needed replacement.

Funding

Funding for the \$1.6 million contract was borrowed from the City's capital fund. Because interest rates were low, the City wanted to use the fund balance to invest in efficiency to hedge the City against higher energy costs down the road.



Farmington Hills, MI Population: 79,740 Governance: Council-Manager

What is an energy performance contract?

A performance contract is a partnership with an energy services company (ESCO) to save energy. The ESCO audits the partner's facilities to identify opportunities to save energy and then puts together a package of energy savings projects. The ESCO guarantees that the energy savings projects will create enough cost savings to pay for the cost of the projects for the term of the contract.

Michigan has laws authorizing performance contracting for a variety of governmental actors including Cities (§117.5f), Counties (§46.11c), Townships (§41.75b), and Villages (§68.36 and §78.24b).

Results

- Last year, Farmington Hills saved at least \$120,000 in energy costs and realized additional savings from reduced operations and maintenance demands. The savings exceeded Chevron Energy Solutions' estimated \$113,000 savings per year.
- City personnel and building occupants are happy with the improvements, especially with lighting upgrades. For instance, the lighting upgrade in the DPW garage is really popular. High Pressure Sodium lights, which produce an orange glow, were replaced with high-bay T8 fluorescents. This change not only reduced energy use, but dramatically improved light output and the quality of light available to the DPW garage area.
- Some savings from the contract go into an energy fund to cover further energy saving projects. The city has used energy fund money for matching State grants to fund an LED lighting project and smaller one-off projects, such as their employee engagement program "Caught Green Handed."

Advice for Communities Considering a Similar Project

- Use a thorough RFP process The sales staff is there to sell their services, so make sure you fully understand what you're buying and see through the sales pitches. An RFP approach allows you to hear from multiple vendors and vet their products and services. Talk upfront about continuity with the sales team and implementation team before engaging in the contract.
- Review the contract thoroughly Make sure to understand the contract and its stipulations before signing. For instance, when looking at savings from adjusting building controls, check the settings used to calculate the savings to ensure those settings are reasonable for staff comfort.
- Involve staff early Early involvement from staff building managers is essential, especially when multiple buildings are involved in the contract. Those on the ground know what's going to make a project successful.
- Maintain continuity Having one responsive construction manager throughout the project ensured coordination and continuity.
- Ask yourself if the city could do it more cost effectively on its own When less staff time is available, especially in a smaller community with less internal expertise, working with an ESCO may be more advantageous. A larger community with more internal expertise may have the capacity to assemble the specifications and bid out the projects on its own.
- Consider the benefits of a performance quarantee Having a performance quarantee can help ensure that the project has a certain level of success. When a project in Farmington Hills was not performing well, for instance, the ESCO made an upgrade at no extra cost. This is a benefit to working with an ESCO over handling improvements internally.

Additional Information

- A copy of Farmington Hills' RFP are available at MichEEN.org under the Michigan Green Communities Group.
- Visit SustainableFH.com or contact Nate Geinzer at 248-871-2500 or NGeinzer@fhgov.com



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Grand Rapids Sustainability in the Zoning Code

Case Study

Project Snapshot

After developing a master plan that focused on the tenets of smart growth, Grand Rapids updated its zoning ordinance in 2008 to make implementing these principles easier and the new norm for development in the city. Using the LEED-ND checklist as a starting point, the new zoning ordinance addresses sustainability by emphasizing neighborhood design and connectivity. The ordinance takes a unique approach especially in regard to parking, renewable energy, landscaping, and natural buffers.

Timeline

Grand Rapids updated its master plan in 2002, built around an extensive community engagement piece. The City held 250 public meetings, engaging around 3,000 community members about their neighborhood assets and vision for the future. This ensured that the plan would reflect residents' concerns and desires, and that residents would support the final plan.

The City then used this community input when crafting the technical language of the zoning ordinance in 2008, marking the first comprehensive change to City zoning in four decades. The ordinance drew extensively on LEED-ND, which was being introduced nationally around the same time, and helped ingrain sustainability strategies into all aspects of development. Throughout the process, the City brought drafts of the ordinance to community leaders for feedback, which helped the ordinance pass without opposition.

Zoning Ordinance Features

Parking – Minimum requirements were halved and a cap was also implemented setting the maximum number of spaces allowed as well. Developments could also reduce the number of spaces required through proximity to transit or bike facilities, or by offering explicit carpool spaces.

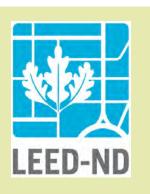
Renewable Energy – The new ordinance permits solar panels outright in all districts, whereas the old code either discouraged or prohibited entirely renewable energy. Likewise, wind development projects of a certain size can now be approved without first needing approval of the planning commission. By removing the administrative barriers in place in the old code, Grand Rapids has streamlined the process, encouraging the development of more renewable energy projects.



Grand Rapids, MI
Population: 118,040
Governance: CommissionManager

What is a Form-Based Code?

Form-based codes use an area's physical form as the organizing principle for the zoning code, rather than separating uses as in conventional Euclidean zoning. Form-based codes may include requirements about size and mass of buildings, facades, street scale, and other design considerations. These requirements may vary based on neighborhood or land use type. Form-based codes can facilitate a mix of uses, standing in contrast to the usual separation of uses.



What is LEED-ND?

Leadership in Energy and **Environmental Design for** Neighborhood Development (LEED-ND is a green neighborhood certification from the U.S. Green **Building Council, Congress** for New Urbanism, and Natural Resources Defense Council. The rating system recognizes developments for implementing green building and smart growth strategies, such as mixing land uses, locating close to transit, and facilitating pedestrian access. **Landscaping** – The zoning code includes minimum green space requirements in commercial and residential districts, and allows green roofs, walls, and porous pavement to count toward the quota. The code encourages a diversity of plant species, and explicitly requires native plants and prohibits invasive species. The code also encourages on-site stormwater management, and requires payment to a regional waste water program if this requirement is not fulfilled.

Buffer Zones – To protect the City's natural amenities, the ordinance requires a standard 75-foot buffer around rivers, streams, and other waterways. There are exceptions, especially if it encourages infill development as an alternative to building on an undeveloped site on the outskirts of the city.

Relation to LEED-ND – The zoning ordinance facilitates LEED-ND certification by requiring many of the same elements; developments meet the basic LEED-ND requirements just by following the code. While developers may choose to not pursue certification, the community benefits from developments meeting these sustainability standards.

Advice for Communities Considering a Similar Project

- Do not underestimate the importance of the community engagement component. It should aim to involve as many residents as possible from all neighborhoods; later, identify committed individuals to serve as leaders/liaison between the community and technical planners.
- Do not assume that residents will want things a certain way or be opposed to non-traditional zoning practices. One example of this in Grand Rapids occurred when residents identified "granny flats" as a neighborhood asset. Residents viewed this as an interesting feature usually not permitted in singlefamily residential areas, so the language was changed to allow mixed density residential.
- Gaining support for a zoning code focused on sustainability can be difficult because it will likely be a large departure from the existing code. It is tempting to frame the issue in terms of climate change or environmental goals, but these motives can be politicized and controversial. Instead, a change to the zoning code is necessary to make communities more efficient and competitive in attracting businesses and residents. These changes represent the new standard for how business will be conducted.

Additional Information

- The full zoning ordinance can be found on Grand Rapids website at: http://www.grcity.us/design-anddevelopment-services/Planning-Department/Pages/Zoning-Ordinance-Text-and-Maps.aspx
- This "Cool Planning" guide helps to familiarize someone to LEED-ND: http://www.oregon.gov/ENERGY/GBLWRM/ docs/cool_planning_handbook.pdf?ga=t
- US Department of Housing and Urban Development (HUD) offers Community Challenge Grants and Regional Planning Grants to reduce barriers to achieving affordable, economically vital, and sustainable communities. Updating or amending zoning codes meet the criteria. View grant application online: http://portal.hud.gov/ hudportal/HUD?src=/program_offices/sustainable_housing_communities/Apply_for_a_Grant



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Recycle Here! Community Recycling Program

Case Study

Project Snapshot

Recycle Here! is a rapidly growing recycling drop-off program with over 65,000 visits in 2012, both at the main facility at 1331 Holden Street and at mobile and neighborhood drop-off stations around the City of Detroit. The main location has become more than a busy recycling center. It is now also a community gathering place that grew from the influence of the art community that was first attracted to the location by affordable studio space. Keith Haring-inspired artist Carl Oxley III, who had a nearby studio, created a cheerful bee mural that became the official logo of Recycle Here! After that, artists converged on the building, creating murals large and small. Soon after, music was added to the mix, and the Saturday drop-off center became something of a party.

Timeline and Implementation Process

- 2005 The City of Detroit was the largest city in North America with no
 recycling program and a small, energetic group of Wayne State University
 students set out to fill that void for the Midtown neighborhood. They
 started with a dumpster in a bar parking lot once a month but quickly
 realized there was more to the project, as the creation of the simple
 program was inspiring significant growth in neighborhood social
 interaction and a sense of community.
- **2007** The Greater Detroit Resource Recovery Authority began funding the program as the City's official recycling center.
- 2011 Through a partnership with Detroit Synergy, Midtown Inc. and the Michigan Council on Arts and Cultural Affairs and a successful Kickstarter funding campaign, the property became home to the Lincoln Street Art Park, an outdoor gallery of art created primarily from spray paint and found objects. The park was previously an unkempt, underutilized area, but since the gallery was created it has become a gathering point for the neighborhood, hosting frequent bonfires, musical performances and other events. The Park (and some of its sculptures in residence) has an active social media presence and has been profiled on numerous websites and in newspapers.
- 2012 Recycle Here! had over 65,000 citizen visits and became the first recycling center in the State of Michigan to receive the *Detroit Free Press* Green Leader award. The for-profit arm had over \$2 million in sales.



Recycle Here!
Detroit, MI
2005-Present
Public-private partnership

Challenge:

How to create a culture of cool around something as mundane as recycling in a community with little history of recycling success

Budget:

\$240,000 per year

Funding:

None

Participants:

City of Detroit, Greater Detroit Resource Recovery Authority, Detroit Public Schools, citizens of Detroit

Inspiration:

Detroit's tradition of community and family gatherings on Saturdays at Eastern Market

Results

- The program has grown by over 50 percent each year since opening and spun off additional programs. There are now mobile and neighborhood drop-off stations around the City, a non-profit educational arm, Green Living Science, and a for-profit arm, Green Safe.
- Green Living Science has educated over 50,000 students through a partnership with Detroit Public Schools.
- GreenSafe now provides cups for the Detroit Lions.
- Dramatic reduction of illegal dumping and vandalism on the property.
- Increased foot and vehicle traffic on the block.

Advice for Communities Considering a Similar Project

- Give every citizen the opportunity to do the right thing In this case, there was an unmet demand for an alternative to landfilling or incinerating waste. Therefore, despite skepticism about the potential success of a Detroit recycling program, Recycle Here! has seen enthusiastic responses since its early days.
- Get people excited, get their attention, & connect with artists Recycle Here! accomplishes this through its now ever-present bee logo and mascot, as well as other eye- and ear-catching art.
- Just because it's a place where waste goes, it doesn't have to look like it. If you dress up the facility, people will take care of it – Recycle Here! chose early on to embrace and celebrate quality graffiti rather than trying to fight it. They found that graffiti writers respect others' work and will not deface it if it's well done. The same was found for the outdoor art at the Art Park once the fence was removed and the public space was created.
- Start with the kids...it's like putting an agent of change in every house A tangible uptick in recycling rates has been witnessed in neighborhoods where the Green Living Science program has educated school children.
- Make recycling feel like a special event and provide an experience
- Shorten hours of operation, create a concentration of people This may go against the conventional wisdom that an accessible program should be open as many hours as possible, but Recycle Here! could never have generaged such success without the limited access it provides, creating the social atmosphere.
- Embrace the traditions of your community The program's Saturday success story builds on the Detroit tradition of family visits to Eastern Market on that day of the week.
- Track progress Staff have an impressive list of statistics that represent the program's growth from its launch in 2005 that can be broken down by geographic area of the City.
- Wisdom begins in wonder. When things are weird, it disarms people and puts them on a level playing field Create a non-profit organization early on if a government or non-profit entity does not already host the program. This allows for more aggressive pursuit of funding options.
- Be friendly Focus effort on customer relations and creating a welcoming empowering atmosphere.
- All employees should be volunteers first Focus on incremental behavioral change versus changing the world overnight.

Additional Information

- Similar projects: Recology Waste Transfer Stations in San Francisco and Portland, Oregon and Eco-Art Lab in Wayland, Massachusetts
- More information/advice is available from Matthew Naimi at matthew@recycleheredetroit.com



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Ordinance and Policy Database

City	Ordinance and Policy Database Ordinance	
	Landscape	
	Natural Features	
City of Ann	A2D2	
Arbor	Stormwater	
	No Parking minimums	
	Solar roofs	
	Tree preservation	
City of	Solar	
Birmingham	Wind	
	Overlay zoning district with incentives for sustainability measures	
City of Clawson		
City of		
Dearborn		
City of East	Conservation reserve district in zoning ordinance	
Jordan	Waterfront district in zoning ordinance	
Jordan	Flood damage prevention	
City of	Zoning overlay	
Farmington Tree preservation		
Hills	Solar is allowed in our ordinance	
	Complete Streets	
	Zoning ordinanceallows for small wind and adopted MXD districts	
City of Ferndale	Higher density districts	
	Mixed use corridors	
	Transit oriented development plan	
City of Lathrup Village		
Village		
	Wetland	
City of Novi	Woodland	
City of Novi	Solar	
	Wind	
City of Rogers City	Chicken Raising Ordinance	
	Wind turbine ordinance	
	Zoning overlay for preservation of native vegetation	
	Storm water pollution prevention ordinance	
City of Roseville		
City of Saline		
City of Sterling Heights	Additional tax abatement incentives available to businesses that pursue sustainable development	

	-
	Section 8.05.8 Tree preservation plan must be included for subdivisions and site
	condominiums.
	Section 10.03 & 10.04 - Open Space Preservation & One-Family Cluster Options.
	Intent is to "Provide a more desirable living enviornment by preserving the natural
	character of the property, such as trees, wetlands, floodplains, topography, and open
City of Troy	space for enjoyment by residents of the Open Space Preservation development."
City of 110y	13.02.5 - Site Design Standards - "Existing Trees. The preservation and incorporation
	of existing trees in a landscape plan is encouraged."
	13.02.06 - Site Design Standards - "Stormwater Retention and Detention Ponds. The
	integration of stormwater management systems, including bio-swales, rain gardens,
	and retention and detention ponds in the overall landscape concept shall be required.
	Stormwater management systems that replicate a natural design and appearance
	shall be encouraged."
	Chapter 110, Article II - Trees and Shrubs
City of Ypsilanti	Chapter 110, Article III - Manufactured Fertilizer
	City of Ypsilanti Charter: Protected Lands
County	Ordinance
Monroe County	
Oakland County	
Township	Ordinance
Curtis Township	
	Wetland ordinance
	Wetland ordinance Wind power ordinance
Delhi Charter	Wetland ordinance Wind power ordinance
Delhi Charter Township	Wind power ordinance
	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural
Township	Wind power ordinance
Township Delta Charter	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural
Township	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features)
Township Delta Charter Township	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance
Township Delta Charter Township Charter	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance
Township Delta Charter Township Charter Township of	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development
Township Delta Charter Township Charter	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development
Township Delta Charter Township Charter Township of Meridian	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development
Township Delta Charter Township Charter Township of Meridian Williamstown	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development
Township Delta Charter Township Charter Township of Meridian Williamstown Township	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development Land clearing ordinance
Township Delta Charter Township Charter Township of Meridian Williamstown Township Village	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development
Township Delta Charter Township Charter Township of Meridian Williamstown Township Village Village of	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development Land clearing ordinance
Township Delta Charter Township Charter Township of Meridian Williamstown Township Village Village of Dexter	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development Land clearing ordinance
Township Delta Charter Township Charter Township of Meridian Williamstown Township Village Village of Dexter Village of	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development Land clearing ordinance
Township Delta Charter Township Charter Township of Meridian Williamstown Township Village Village of Dexter Village of Fruitport	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development Land clearing ordinance
Township Delta Charter Township Charter Township of Meridian Williamstown Township Village Village of Dexter Village of	Wind power ordinance Planned unit development (Protecting and preserving natural resources, natural features, open space, and/or historical or significant architectural features) Bike parking ordinance Wetlands preservation ordinance Commercial planned unit development Mixed use planned unit development Land clearing ordinance



Conference Agenda Friday, October 28, 2011 Christman Building 208 N. Capitol Ave Lansing, MI 48933

Supported by the Michigan Department of Environmental Quality, Office of Environmental Assistance

Time	Session	Topics	
8:30am-9:00am	Registration and Coffee		
9:00am-9:15am	Welcome Luke Forrest, Michigan M Jamie Kidwell, City of And Jeff Spencer, Michigan D	nn Arbor	
9:15am-10:00am	Economic Development Facilitator: Jamie Kidwell, City of Ann Arbor	Green Local Economy: Combining Community and Economic Revitalization Mark Clevey, Michigan Energy Office Community Energy Planning and Economic Competitiveness Mark Vanderploeg, City of Holland Local Food Networks LeRoy Harvey, Meridian Township Anne Rauscher, Greater Lansing Food Bank	
10:00am-10:30am	Economic Development Breakout Groups	Training Room: Mark Clevey, Michigan Energy Office and Jamie Kidwell, City of Ann Arbor Board Room: LeRoy Harvey, Meridian Township, Anne Rauscher, Greater Lansing Food Bank and Brad Garmon, Michigan Environmental Council Roundtable Room: Mark Vanderploeg, City of Holland and Laura Matson, City of Ann Arbor	
10:30am-10:40am	Break and Networking		
10:40am-11:20am	Natural Resources Facilitator: Tom Frazier, Michigan Townships Association	Alternative Energy Planning Melanie McCoy, Wyandotte Municipal Services Water Conservation and Storm Water Management Patty O'Donnell, Northwest Michigan Council of Governments City and University Recycling Programs David Norwood, City of Dearborn Kathleen Pepin, University of Michigan-Dearborn	
11:20am-11:50am	Natural Resources Breakout Groups	Training Room: Melanie McCoy, Wyandotte Municipal Services, Courtney Lee, University of Michigan, Andrew Fang, University of Michigan and Jamie Kidwell, City of Ann Arbor Board Room: David Norwood, City of Dearborn, Kathleen Pepin, University of Michigan-Dearborn and Brad Garmon, Michigan Environmental Council Roundtable Room: Patty O'Donnell, Northwest Michigan Council of	

		Governments and Laura Matson, City of Ann Arbor
11:50am-12:00pm	Break and Networking	
12:00pm-1:00pm	City of Lansing Welcome	Mayor Virg Bernero
	Lunch Keynote	Tom Hickner, Bay County
1:00pm-1:45pm	Government Operations and Planning	Sustainability Indicators and Framework Jamie Kidwell, City of Ann Arbor
	Facilitator: MoReno Taylor, Michigan Association of Counties	Joint Planning Initiatives Wally Delamater, Village of Suttons Bay Green Communities Challenge Progress Report Jeff Spencer, Michigan DEQ Seth Federspiel, Benjamin Bunker and Antonia Chan,
1:45pm-2:15pm	Government Operations Breakout Groups	University of Michigan Training Room: Jeff Spencer, Michigan DEQ, Seth Federspiel, Benjamin Bunker and Antonia Chan, University of Michigan and Luke Forrest, Michigan Municipal League
		Board Room: Jamie Kidwell, City of Ann Arbor Roundtable Room: Wally Delamater, Village of Suttons Bay and Laura Matson, City of Ann Arbor.
2:15pm-2:30pm	Break and Networking	City of Ann Arbor
2:30pm-3:15pm	Built Environment	Property Assessed Clean Energy (PACE)
op	Facilitator: Tim Shireman, Michigan Energy Office	Wendy Barrott, Clean Energy Coalition Electric Vehicle Infrastructure Steve Cohen, City of Auburn Hills Complete Streets
		Suzanne Schulz, City of Grand Rapids
3:15pm-3:45pm	Built Environment Breakout Groups	Training Room: Steve Cohen, City of Auburn Hills and Jamie Kidwell, City of Ann Arbor
		Board Room: Suzanne Schulz, City of Grand Rapids and Luke Forrest, Michigan Municipal League
		Roundtable Room: Wendy Barrott, Clean Energy Coalition and Laura Matson, City of Ann Arbor
3:45pm-4:30pm	Next Steps for Green Communities Network	Group Discussion Facilitated by Jamie Kidwell, City of Ann Arbor Luke Forrest, Michigan Municipal League
4:30pm-6:00pm	Additional Networking & Happy Hour	Edmund's Pastime 101 S. Washington Square Lansing, MI

Powerpoints from the 2011 Michigan Green Communities Conference are posted on the Michigan Municipal League's website at the following link:

http://www.mml.org/resources/educenter/2011-green communities conference.html

A complete list of powerpoints by title is below:

1. Green Communities Challenge Progress Report

Jeff Spencer, Michigan DEQ

Seth Federspiel, Benjamin Bunker and Antonia Chan, University of Michigan Joel Howrani Heeres, WARM Training Center

2. Enhanced Residential Curbside Recycling

David Norwood, City of Dearborn

3. Sustainable Cities

Kathleen Pepin, University of Michigan-Dearborn

4. Green Local Economy: Combining Community and Economic Revitalization

Mark Clevey

Michigan Energy Office

5. Community Energy Planning and Economic Competitiveness

Mark Vanderploeg

City of Holland

6. Local Food Networks

LeRoy Harvey

Meridian Township

Anne Rauscher

Greater Lansing Food Bank

7. Alternative Energy Planning

Melanie McCoy

Wyandotte Municipal Services

8. Water Conservation and Storm Water Management

Patty O'Donnell

Northwest Michigan Council of Governments

9. Sustainability Indicators and Framework

Jamie Kidwell

City of Ann Arbor

10. Property Assessed Clean Energy (PACE)

Wendy Barrott

Clean Energy Coalition

11. Electric Vehicle Infrastructure

Steve Cohen

City of Auburn Hills

12. Complete Streets

Suzanne Schulz

City of Grand Rapids



Third Annual Conference Agenda

Friday, November 2, 2012 Christman Building | 208 N. Capitol Ave | Lansing, MI 48933

Time	Session	Topics
8:30am-9:00am	Registration, Coffee, and Networking	
9:00am-9:15am	Welcome and Introductions	
9:15am-10:30am	Interactive Workshop:	
	Overcoming Challenges	
10:30am-10:45am	Break and Networking	
10:45am-11:30am	Natural Resources	The Value of Urban Forests in Community Sustainability
		Kevin Sayers, Michigan DNR
	Facilitator: Tom Frazier,	Kerry Gray, City of Ann Arbor
	Michigan Townships	Construction of Construction of Constluction Const
	Association	Grassroots and Grants - Reforesting a Small, Older City Teresa Gillotti, City of Ypsilanti
		. , , , .
		Single Stream Recycling: An Investment in Communities,
		Economy, and Environment
		Michael Csapo, Resource Recovery and Recycling
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11:30am-12:00pm	Natural Resources	Training Room:
	Breakout Groups	Kevin Sayers, Michigan DNR Kerry Gray, City of Ann Arbor
		Kerry Gray, City of Allit Arbor
		Board Room:
		Teresa Gillotti, City of Ypsilanti
		Roundtable Room:
		Michael Csapo, Resource Recovery and Recycling
42.00 42.45	Naturalias Durali	Authority of Southwest Oakland County
12:00-12:15pm 12:15pm-1:30pm	Networking Break Lunch Program	Kaynata Addusas Mayay Caayaa Haaytiyali City of Cyand
12:15pm-1:50pm	Lunch Program	Keynote Address: Mayor George Heartwell, City of Grand Rapids
		Introduction by Mayor David Lossing, City of Linden and
		President of the Michigan Municipal League Board of
		Trustees
		Michigan Croon Communities Challenge Recognition
		Michigan Green Communities Challenge Recognition Jeff Spencer, Michigan Department of Environmental
		Quality
		,
1:30pm-2:15pm	Administration and	A Toolkit for Collaborative Local Community Sustainability
•	Planning	Planning
		Joel Howrani-Heeres, SEMREO
	Facilitators: Emily	
	Dobson and Stephanie	Public-Private Partnerships in Sustainable Financing
City of Ann Arbor	Ericson, Michigan	Programs 2 Final Grant Report 32

Energy Management Planning Frameworks Jacob Corvidae, SEMREO Training Room: Joel Howrani-Heeres, SEMREO Board Room: Terri Schroeder, Michigan Saves Roundtable Room: Jacob Corvidae, SEMREO Semble Room: Jacob Corvidae, SEMREO Common Sense Green Revitalization Dove Richardson, Lindhout Associates Nate Geinzer, City of Farmington Hills Brett Sciotto, Clean Energy Coalition Lowering the Installed Cost/Watt for Renewable Energy Applications in Green Communities Mark H. Clevey, Michigan Energy Office Lindsey Zion, Saginaw Future Training Room: Dave Richardson, Lindhout Associates Nate Geinzer, City of Farmington Hills Board Room: Dave Richardson, Lindhout Associates Nate Geinzer, City of Farmington Hills Board Room: Shawn Keenan, City of Farmington Hills Brett Sciotto, Clean Energy Coalition Roundtable Room: Shawn Keenan, City of Auburn Hills Brett Sciotto, Clean Energy Coalition Roundtable Room: Mark H. Clevey, Michigan Energy Office Lindsey Zion, Saginaw Future David Norwood, City of Dearborn Matt Naud, City of Panborn Matt Naud, City of Ann Arbor		Association of Counties	Terri Schroeder, Michigan Saves
Planning Breakout Groups Board Room: Terri Schroeder, Michigan Saves Roundtable Room: Jacob Corvidae, SEMREO 2:45pm-3:00pm Break and Networking Built Environment and Economic Development Facilitator: Christian Wuerth, City of Birmingham Plug-in Ready Michigan Steve Cohen, City of Auburn Hills Brett Sciotto, Clean Energy Coalition Lowering the Installed Cost/Watt for Renewable Energy Applications in Green Communities Mark H. Clevey, Michigan Energy Office Lindsey Zion, Saginaw Future 3:45pm-4:15pm Built Environment Breakout Groups Training Room: Dave Richardson, Lindhout Associates Nate Geinzer, City of Farmington Hills Board Room: Shawn Keenan, City of Auburn Hills Brett Sciotto, Clean Energy Coalition Roundtable Room: Mark H. Clevey, Michigan Energy Coalition Roundtable Room: Mark H. Clevey, Michigan Energy Coffice Lindsey Zion, Saginaw Future 4:15pm-4:45pm Wrap-Up and Next Steps for the Network Matt Naud, City of Dearborn Matt Naud, City of Dearborn Matt Naud, City of Dearborn			
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Conference PowerPoint Presentations

PowerPoint presntations from the 2012 Michigan Green Communities Conference are available at the following address: http://mml.org/resources/educenter/2012-green communities conference.html

A complete list of PowerPoints by title is below:

Single Stream Recycling: An Investment in Communities, Economy, and Environment
Michael Csapo, Resource Recovery and Recycling Authority of Southwest Oakland County

A Toolkit for Collaborative Local Community Sustainability Planning Joel Howrani-Heeres, SEMREO

Public-Private Partnerships in Sustainable Financing Programs

Terri Schroeder, Michigan Saves

Energy Management Planning Frameworks

Jacob Corvidae, SEMREO

Common Sense Green Revitalization

Dave Richardson, Lindhout Associates Nate Geinzer, City of Farmington Hills

Plug-in Ready Michigan

Shawn Keenan, City of Auburn Hills Brett Sciotto and Heather Seyfarth, Clean Energy Coalition

Lowering the Installed Cost/Watt for Renewable Energy Applications in Green Communities

Mark H. Clevey, Michigan Energy Office

Lindsey Zion, Saginaw Future



Green Communities Challenge Action List

REMINDER: The local government need not be the lead entity in order to receive credit for an item. Collaborative projects with other local governments, non-profit organizations, businesses, etc. are all eligible, provided they directly impact your community.

Administration and Planning (AP)

(1) Administrative and Collaborative Teams

[AP 1.1] Establish an internal government sustainability team composed of a diverse cross-section of staff members and elected/appointed officials (if appropriate) to coordinate sustainability initiatives within local government operations. **(10)**

[AP 1.2] Establish a community sustainability team composed of local residents and businesses representative of the community to advise and assist local government on community-wide sustainability policies and practices. (10)

[AP 1.3] Coordinate with local school and/or school district(s) to reduce school energy consumption, waste production, and other environmental impacts. (10)

(2) Planning

[AP 2.1] Within the existing community master plan, incorporate some/all of the following:

- (a) Sustainability targets and indicators. (5)
- (b) Goals to address social equity/environmental justice, providing for equal access to natural resources for all residents. (5)

[AP 2.2] Adopt a community sustainability plan, incorporating some/all of the following:

- (a) Community asset mapping, taking inventory of positive aspects of the community. (5)
- (b) Vision statement and goals, outlining a desired sustainable outcome for the community. (5)
- (c) Indicators and targets, establishing metrics to track progress and impacts of the plan's actions. (5)
- (d) Action plan, outlining specific programs and policies to achieve the vision. (5)

[AP 2.3] Adopt a community climate change plan, incorporating some/all of the following:

- (a) Calculation of carbon footprint for local government operations. (10)
- (b) Calculation of carbon footprint for the community as a whole. (10)
- (c) Action plan addressing how to reduce emissions. (10)
- (d) Action plan addressing how to adapt to projected climate scenarios. (5)

[AP 2.4] Adopt a community open space and recreation plan, examining current assets and needs, and laying out a course of action to protect, maintain, and enhance these resources. **(10)**

[AP 2.5] Adopt a farmland preservation and/or community food system plan. (10)

(3) Ordinances

[AP 3.1] Enact community ordinances that enable or encourage sustainable development projects. Examples may include, but are not limited to, enabling renewable energy technology, zoning overlay districts for sustainable development, or wetland and tree preservation ordinances. (5 per ordinance, 20 max)

(4) Additional Items

[AP 4.1] Participate in and describe up to two (2) collaborative regional initiatives related to *Administration* and *Planning* that do not appear on this list. **(10 each)**

[AP 4.2] Participate in and describe up to two (2) additional community sustainability actions that fit under *Administration and Planning* that do not appear on this list. **(10 each)**

Built Environment (BE)

(1) Programs, Incentives, and Policies

[BE 1.1] Adopt policies and/or develop and implement programs encouraging local government staff and elected/appointed officials to reduce their environmental impacts at work. (5)

[BE 1.2] Develop and implement a community energy conservation outreach and education program. (5)

[BE 1.3] Promote home energy efficiency programs, including audits, technology upgrades for heating and cooling, and ENERGY STAR appliances and products. **(10)**

[BE 1.4] Develop and implement a Property Assessed Clean Energy (PACE) financing program. (10)

(2) Building Energy Efficiency - Design and Construction

[BE 2.1] Local Government Buildings:

- (a) Conduct energy audits on government facilities. (Basic audits receive **5 per building** and comprehensive audits receive **10 per building**, **50 max** using any combination of audits.)
- (b) Adopt a sustainable building policy or resolution guiding new construction and renovations. (5)
- (c) Achieve green building certification for a municipal building(s). (15 per building, 60 max)
- (d) Upgrade/retrofit municipal buildings to increase energy efficiency and/or conserve water. (5 per upgrade/retrofit project, 50 max)

[BE 2.2] Other Buildings in the Community:

- (a) Promote sustainable building standards or checklists for new construction and renovations. (5)
- (b) Promote the construction of certified green buildings. (5)
- (c) Adopt a sustainable historic buildings policy or resolution. (5)
- (d) Develop and implement a community education and training program about green building techniques. **(5)**

(3) Community Energy Use

[BE 3.1] Improve efficiency and reduce the impact of outdoor lighting fixtures, incorporating some/all of the following:

- (a) Adopt a policy encouraging energy efficient and Dark-sky compliant (International Dark-Sky Association standard) outdoor light fixtures. **(5)**
- (b) Replace municipal traffic signals, street lighting, and/or parking illumination with energy efficient lighting technologies (including LEDs and other technologies of equal or greater efficiency).
 - (10 per replacement project, 20 max)
- (c) Promote replacement of privately-owned outdoor lighting fixtures by partnering with the county, utility, or other property owner. **(5 per partnership, 20 max)**

[BE 3.2] Track local government energy use **(5)** and/or water use **(5)** systematically, using ENERGY STAR Portfolio Manager or another similar tool.

[BE 3.3] Track community electricity use and its environmental impact systematically, using Michigan Green Communities' Economic Energy Analysis Tool or another similar tool. **(5)**

(4) Transportation Infrastructure

[BE 4.1] Develop and implement a "Complete Streets" program to facilitate equitable use of roadways by all users, including pedestrians, cyclists, and motorists, incorporating some/all of the following:

- (a) Adopt a resolution or ordinance. (5)
- (b) Develop a non-motorized transportation plan. (5)
- (c) Implement the plan within the community and achieve measureable results. (10)

[BE 4.2] Develop and implement a program helping government employees reduce their transportation impact by providing benefits for ride sharing, walking, biking, or taking public transit to work and/or allowing employees to participate in alternative work schedules or telework. (5)

[BE 4.3] Install electric vehicle infrastructure to facilitate use of EVs in the community. (10)

(5) Additional Items

[BE 5.1] Participate in and describe up to two (2) collaborative regional initiatives related to *Built Environment* that do not appear on this list. **(10 each)**

[BE 5.2] Participate in and describe up to two (2) additional community sustainability actions that fit under *Built Environment* that do not appear on this list. **(10 each)**

Economic Development (ED)

(1) Promoting and Supporting Local Business

[ED 1.1] Develop and implement local food and agriculture programs to support and strengthen the local food production sector through some/all of the following:

- (a) Promotion of farmers' markets, community supported agriculture (CSA), food cooperatives, and other local enterprises. (10)
- (b) Provide support for community garden initiatives. (10)

[ED 1.2] Promote local entrepreneurial activity and economic gardening by providing business development and marketing support for local businesses. **(10)**

[ED 1.3] Develop and implement a "Buy Local" program, which supports local businesses, including local agriculture. **(10)**

[ED 1.4] Develop and implement a business recognition program to acknowledge and provide incentives to companies with sustainable business practices. **(5)**

(2) Making Business Practices More Sustainable

[ED 2.1] Develop and implement programs and initiatives to make existing businesses more sustainable. (10)

[ED 2.2] Promote the development of new, clean economy industries in the region such as green construction, clean energy, and recycling. **(10)**

(3) Green Workforce

[ED 3.1] Create a green jobs advisory council to track the number and location of green jobs and assess workforce capacity. **(10)**

[ED 3.2] Create a local green job corps to expand workforce training to include green jobs. The job corps should target the local labor force, especially low-income residents, at-risk youth, and the formerly incarcerated. **(10)**

(4) Additional Items

[ED 4.1] Participate in and describe up to two (2) collaborative regional initiatives related to *Economic Development* that do not appear on this list. **(10 each)**

[ED 4.2] Participate in and describe up to two (2) additional community sustainability actions that fit under *Economic Development* that do not appear on this list. **(10 each)**

Natural Resources (NR)

(1) Forestry Management

[NR 1.1] Adopt a community forestry plan and urban tree canopy goal. (10)

[NR 1.2] Develop and implement a tree-planting program. (5)

[NR 1.3] Develop and implement a tree hazard, health assessment, and maintenance program. (5)

(2) Fuel Efficiency, Emissions, and Air Quality Management

[NR 2.1] Conduct an inventory and efficiency audit of the government vehicle fleet. (15)

[NR 2.2] Adopt a fuel efficiency target for the government fleet, including an implementation plan for reaching this target. The plan should incorporate vehicle efficiency and life cycle cost analysis as well as highlight opportunities for purchasing or converting vehicles to be more efficient. (15)

[NR 2.3] Adopt an anti-idling policy for the government fleet (5) and/or a community-wide policy (10).

(3) Renewable Energy

[NR 3.1] Install some/all of the following renewable energy projects:

- (a) Solar photovoltaic (20)
- (b) Solar thermal (20)
- (c) Wind (20)
- (d) Geothermal (20)
- (e) District heating and cooling system (20)
- (f) Cogeneration or combined heat and power system (20)
- (g) Energy storage system (20)
- (h) Other; please include a brief description (20)

(4) Water

[NR 4.1] Adopt a water conservation plan. (10)

[NR 4.2] Adopt a watershed protection plan. (10)

[NR 4.3] Adopt a stormwater management plan. (10)

[NR 4.4] Operate a stormwater utility or have incentives for property owners to decrease the amount of impervious surface. **(5)**

[NR 4.5] Develop and implement a community water conservation education program. (5)

[NR 4.6] Adopt policies encouraging Low-Impact Design, using on-site features to conserve water, manage runoff, and improve water quality. **(5)**

(5) Waste Management

[NR 5.1] Develop and implement recycling and waste reduction programs for government buildings (5), residences (5), and/or businesses (5).

[NR 5.2] Adopt a governmental procurement policy requiring that office paper include a minimum of 30% postconsumer recycled content. **(5)**

[NR 5.3] Conduct a waste audit of government buildings. (10)

[NR 5.4] Develop and implement a community-wide composting program. (5)

[NR 5.5] Provide hazardous waste, e-waste, and pharmaceutical waste disposal services. (5)

(6) Additional Items

[NR 6.1] Participate in and describe up to two (2) collaborative regional initiatives related to *Natural Resources* that do not appear on this list. **(10 each)**

[NR 6.2] Participate in and describe up to two (2) additional community sustainability actions that fit under *Natural Resources* that do not appear on this list. **(10 each)**

Reporting Metrics (Optional Bonus Points)

Each numbered item in this section receives **(5)** points. To receive credit, please report on all components in each item.

[RM 1] Sustainability indicators that the local government uses to measure progress.

[RM 2] Total annual municipal electricity consumption. (kWh)
Total annual municipal natural gas consumption. (MCF)

[RM 3] Annual electricity savings from municipal building upgrades. (kWh)

Annual natural gas savings from municipal building upgrades. (MCF)

Annual electricity savings from outdoor lighting upgrades. (kWh)

Annual natural gas savings from outdoor lighting upgrades. (MCF)

[RM 4] Total annual local government renewable energy generation/capacity. (kW)

Total annual local government renewable energy consumed. (kWh)

Total annual local government renewable energy purchased. (kWh)

[RM 5] Number of certified green buildings within the boundaries of the local government, including commercial and residential. (LEED, ENERGY STAR, or other similar certification programs)

[RM 6] Total vehicles in government fleet.

Hybrid electric vehicles in government fleet.

Electric vehicles in government fleet.

Natural gas fueled vehicles in government fleet.

Propane fueled vehicles in government fleet.

[RM 7] Gasoline consumption of government fleet. (gallons)

Diesel consumption of government fleet. (gallons)

Biodiesel consumption of government fleet. (gallons)

E85 ethanol consumption of government fleet. (gallons)

Compressed natural gas consumption of government fleet. (gasoline gallon equivalents)

Annual fuel savings through green fleet upgrades. (gallons of petroleum-based fuel reduction)

[RM 8] Materials recycled by local government. (tons/year)

Materials composted by local government. (tons/year)

Hazardous waste generated by local government. (tons/year)

Materials landfilled or incinerated by local government. (tons/year)

[RM 9] Annual estimated participation (# of people) in farmers markets, Community Supported Agriculture, and community gardens. (5)

[RM 10] Number of local government staff or elected/appointed officials that have participated in Michigan Green Communities events (webinars, conference calls, conferences, workshops, etc.)



2012 Michigan Green Communities Challenge Points Summary

TOTAL POINTS ACHIEVED: 8,225

ADMINISTRATION AND PLANNING (AP) TOTAL POINTS ACHIEVED: 1,600

1.1 Government Sustainability Team

Action Item Worth: 10 Total Points Scored: 150

1.2 Community Sustainability Team

Action Item Worth: 10 Total Points Scored: 90

1.3 School District Coordination

Action Item Worth: 10 Total Points Scored: 60

2.1 Community Master Planning

(a) Sustainability Targets and Indicators

Action Item Worth: 5 Total Points Scored: 50

(b) Environmental/Social Equity

Action Item Worth: 5 Total Points Scored: 60

2.2 Community Sustainability Plan

(a) Asset Mapping

(b) Vision Statement

Action Item Worth: 5 Total Points Scored: 50

(c) Indicators and Targets

Action Item Worth: 5 Total Points Scored: 30

(d) Action Plan

Action Item Worth: 5
Total Points Scored: 30

2.3 Community Climate Change Plan

(a) Government Footprint

Action Item Worth: 10 Total Points Scored: 40

(b) Community Footprint

Action Item Worth: 10 Total Points Scored: 40

(c) Action Plan – Mitigation

Action Item Worth: 10 Total Points Scored: 40

(d) Action Plan – Adaptation

Action Item Worth: 5 Total Points Scored: 0

2.4 Open Space and Recreation Plan

Action Item Worth: 10 Total Points Scored: 220

2.5 Farmland/Food System Plan

Action Item Worth: 10 Total Points Scored: 60

3.1 Sustainable Community Ordinances

Action Item Worth: 5 per ordinance, 20 points max

Total Points Scored: 210

4.1 AP Collaborative Regional Initiative

Action Item Worth: 10 per initiative, 20 points max

Total Points Scored: 260

4.2 AP Additional Initiative

Action Item Worth: 10 per initiative, 20 points max

Total Points Scored: 160

BUILT ENVIRONMENT (BE) TOTAL POINTS ACHIEVED: 3,015

1.1 Policies Encouraging Behavior Change

Action Item Worth: 5 Total Points Scored: 90

1.2 Energy Conservation Outreach

Action Item Worth: 5 Total Points Scored: 60

1.3 Home Energy Efficiency Programs

Action Item Worth: 10 Total Points Scored: 160

1.4 Property Assessed Clean Energy (PACE)

Action Item Worth: 10 Total Points Scored: 20

2.1 Local Government Building Efficiency

(a) Energy Audits

Action Item Worth: 10 per audit, 50 points max

Total Points Scored: 650

(b) Green Policy

Action Item Worth: 5
Total Points Scored: 30

(c) Green Certification

Action Item Worth: 15 per building, 60 points max

Total Points Scored: 120

(d) Upgrades/Retrofits

Action Item Worth: 5 per upgrade/retrofit project, 50 points max

Total Points Scored: 650

2.2 Community Building Efficiency

(a) Checklists

(b) Certification

Action Item Worth: 5 Total Points Scored: 40

(c) Historic Buildings

Action Item Worth: 5 Total Points Scored: 20

(d) Education Program

Action Item Worth: 5 Total Points Scored: 30

3.1 Outdoor Lighting Fixtures

(a) Policy

Action Item Worth: 5 Total Points Scored: 30

(b) Public Replacement

Action Item Worth: 10 per replacement project, 20 points max

Total Points Scored: 280

(c) Private Replacement

Action Item Worth: 5 per partnership, 20 points max

Total Points Scored: 50

3.2 Track Government Energy/Water Use

Action Item Worth: 10 Total Points Scored: 100

3.3 Track Community Electricity Use

Action Item Worth: 5 Total Points Scored: 20

4.1 Complete Streets Program

(a) Resolution

Action Item Worth: 5 Total Points Scored: 85

(b) Non-Motorized Transportation Plan

(c) Implement Plan

Action Item Worth: 5 Total Points Scored: 60

4.2 Government Alternative Transportation

Action Item Worth: 5
Total Points Scored: 25

4.3 Electric Vehicle Infrastructure

Action Item Worth: 10 Total Points Scored: 80

5.1 BE Collaborative Regional Initiative

Action Item Worth: 10 per initiative, 20 points max

Total Points Scored: 150

5.2 BE Additional Initiative

Action Item Worth: 10 per initiative, 20 points max

Total Points Scored: 150

ECONOMIC DEVELOPMENT (ED) TOTAL POINTS ACHIEVED: 1,035

1.1 Local Food and Agriculture

(a) Farmer's Markets, CSAs, Cooperatives

Action Item Worth: 10 Total Points Scored: 180

(b) Community Gardens

Action Item Worth: 10 Total Points Scored: 130

1.2 Economic Gardening

Action Item Worth: 10 Total Points Scored: 180

1.3 Buy Local Program

Action Item Worth: 10 Total Points Scored: 110

1.4 Business Recognition Program

2.1 Greening Existing Business

Action Item Worth: 10 Total Points Scored: 50

2.2 Developing Clean Economy Industries

Action Item Worth: 10 Total Points Scored: 110

3.1 Green Jobs Advisory Council

Action Item Worth: 10 Total Points Scored: 0

3.2 Local Green Job Corps

Action Item Worth: 10 Total Points Scored: 20

4.1 ED Collaborative Regional Initiative

Action Item Worth: 10 per initiative, 20 points max

Total Points Scored: 120

4.2 ED Additional Initiative

Action Item Worth: 10 per initiative, 20 points max

Total Points Scored: 100

NATURAL RESOURCES (NR) TOTAL POINTS ACHIEVED: 2,140

1.1 Community Forestry Plan

Action Item Worth: 10 Total Points Scored: 80

1.2 Tree Planting Program

Action Item Worth: 5 Total Points Scored: 85

1.3 Tree Hazard, Health and Maintenance

Action Item Worth: 5 Total Points Scored: 80

2.1 Government Vehicle Fleet Audit

Action Item Worth: 15 Total Points Scored: 120

2.2 Government Vehicle Fuel Efficiency

2.3 Anti-Idling Policies

Action Item Worth: 15 Total Points Scored: 55

3.1 Renewable Energy Projects

(a) Solar PV

Action Item Worth: 20 Total Points Scored: 120

(b) Solar Thermal

Action Item Worth: 20 Total Points Scored: 60

(c) Wind

Action Item Worth: 20 Total Points Scored: 60

(d) Geothermal

Action Item Worth: 20 Total Points Scored: 80

(e) District Heat/Cool

Action Item Worth: 20 Total Points Scored: 40

(f) Cogeneration

Action Item Worth: 20 Total Points Scored: 40

(g) Storage System

Action Item Worth: 20 Total Points Scored: 20

(h) Other

Action Item Worth: 20 Total Points Scored: 40

4.1 Water Conservation Plan

Action Item Worth: 10 Total Points Scored: 80

4.2 Watershed Protection Plan

4.3 Stormwater Management Plan

Action Item Worth: 10 Total Points Scored: 170

4.4 Stormwater Utility

Action Item Worth: 5 Total Points Scored: 40

4.5 Water Conservation Education

Action Item Worth: 5 Total Points Scored: 35

4.6 Low-Impact Design Policies

Action Item Worth: 5 Total Points Scored: 65

5.1 Recycling and Waste Reduction Programs

Action Item Worth: 15 Total Points Scored: 95

5.2 Government Procurement Policy

Action Item Worth: 5
Total Points Scored: 20

5.3 Government Building Waste Audit

Action Item Worth: 10 Total Points Scored: 60

5.4 Community Composting Program

Action Item Worth: 5
Total Points Scored: 55

5.5 Hazardous Waste Disposal Services

Action Item Worth: 5 Total Points Scored: 80

6.1 NR Collaborative Regional Initiative

Action Item Worth: 10 per initiative, 20 points max

Total Points Scored: 220

6.2 NR Additional Initiative

Action Item Worth: 10 per initiative, 20 points max

Total Points Scored: 140

REPORTING METRICS TOTAL POINTS ACHIEVED: 435

1 Sustainability Indicators

Action Item Worth: 5 Total Points Scored: 20

2 Annual Consumption

Action Item Worth: 5
Total Points Scored: 45

3 Annual Savings from Building Upgrades

Action Item Worth: 5 Total Points Scored: 20

4 Annual Renewable Energy Use

Action Item Worth: 5 Total Points Scored: 20

5 Certified Green Buildings

Action Item Worth: 5 Total Points Scored: 50

6 Government Fleet Characteristics

Action Item Worth: 5 Total Points Scored: 50

7 Government Fleet Fuel Consumption

Action Item Worth: 5 Total Points Scored: 35

8 Waste and Materials

Action Item Worth: 5 Total Points Scored: 45

9 Local Food Participation

Action Item Worth: 5 Total Points Scored: 60

10 Participation in Michigan Green Communities





2012 Annual Report



MICHIGAN GREEN COMMUNITIES PARTNERS











migreencommunities@gmail.com
734.794.6430, ext. 43675
c/o Michigan Municipal League | 1675 Green Road, Ann Arbor MI, 48105
www.mml.org/green

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Support for this report provided by the Michigan Department of Environmental Quality



THE NETWORK

In 2011, the City of Auburn Hills adopted Michigan's first ordinance to facilitate electric vehicle charging stations and infrastructure planning. The City of Ann Arbor established a first-of-its-kind Property Assessed Clean Energy (PACE) program to provide special financing for energy efficiency and renewable energy projects installed on commercial properties. The Tri-County Planning Commission of Greater Lansing received a \$3 million HUD Sustainable Communities grant to launch the Mid-Michigan Program for Greater Sustainability. Muskegon County approved a lease agreement for a wind farm at its waste water treatment facility.

Every day, local government leaders across Michigan are implementing creative sustainability projects, programs, and policies that save money and offer social and environmental benefits. These leaders can be models for change across the state only if their peers

"Sharing and collaboration are fundamental to achieving city sustainability goals. The Michigan Green Communities Network is the only place in Michigan where local government staff can share their success and failures in a safe environment so we can all succeed when we work within our communities"

David Norwood

Sustainability Coordinator City of Dearborn

know about their efforts. Michigan Green Communities (MGC) connects those leaders and supports their work through training, education, and communications. This peer-to-peer network shares home-grown best practices to help Michigan communities overcome barriers in the path toward sustainability.

"It needs to be somebody's job to help Michigan communities be more sustainable. There is a lot of innovation going on in Michigan cities and Michigan Green Communities provides that space to learn from and share with each other. It's the place where leaders from the state, local government, universities, non-profits, and foundations can make sustainability happen."

Matthew Naud

Environmental Coordinator City of Ann Arbor MGC supports innovation and capacity building among local government leaders to further sustainability throughout the entire state. The network is a partnership of more than 400 local government leaders, the Michigan Municipal League, Michigan Townships Association, Michigan Association of Counties, Michigan Energy Office, and Michigan Department of Environmental Quality. MGC also has a formal partnership with six state-funded Regional Energy Demonstration Centers to provide local, hands-on technical support.

MGC members include staff and elected or appointed officials from cities, townships, villages, counties, and universities across Michigan. Few municipalities have dedicated sustainability staff positions. Therefore, members come from diverse backgrounds, including planners, facility directors, and recycling coordinators.

THE CHALLENGE

The Michigan Green Communities Challenge is a rating system designed for local governments in Michigan. Through the Challenge, communities report on their performance in adopting policies and implementing programs that conserve energy and other resources. Participation is free and open to any local government in Michigan.

The Michigan Green Communities Challenge

- Serves as a guide for communities to measure their progress toward sustainability
- Encourages friendly and productive competition between Michigan communities
- Provides a framework for peer-to-peer benchmarking
- Recognizes communities for their sustainability accomplishments

The Challenge covers four categories: Built Environment, Economic Development, Natural Resources, and Administration and Planning. Each category is comprised of several action items, such as establishing a sustainability team, implementing a recycling program, or installing efficient street lights. Communities earn points by completing these action items. In addition, communities can earn bonus points for reporting their performance on metrics, such as energy consumption and recycling percentage. Communities earn a rating – Gold, Silver, Bronze, or Member – based on how they score.



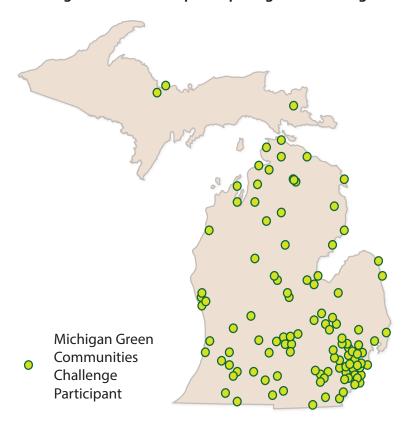
Beginning in winter 2011, a team of graduate students from the University of Michigan School of Natural Resources and Environment spearheaded an effort to update the Challenge. Based on consultations with the Advisory Committee (see members on page 12) and participating communities, the team developed a new list of action items and metrics. The updated Challenge launched in fall 2012.

The **City of Charlevoix**

(population 2,513) was the first local government to sign up for the Michigan Green Communities Challenge. Through participating in the Challenge, Charlevoix established a green team, collected energy consumption data for City buildings, developed a comprehensive energy improvement strategy, and set three-year environmental goals.



Over 90 local governments are participating in the Michigan Green Communities Challenge.



Albion

Alcona County

Allegan Alma

Alpena County Ann Arbor Ash Township

Bangor Charter Township

Birmingham Boyne City

Brandon Charter Township

Briley Township Charlevoix Corunna Dearborn

Delta Charter Township Detroit-Wayne Port Authority

Dexter
Douglas
East Lansing
East Tawas
Emmet County
Farmington Hills

Ferndale

Ferrysburg Flushing Forestville Gladwin Grand Blanc Grand Haven Grand Rapids Greenville

Greenville Grosse Pointe

Grosse Pointe Woods

Harbor Beach

Highland Charter Township

Holland

Huntington Woods

Imlay City Isabella County Ishpeming Ithaca Jonesville Kalkaska

Kinross Charter Township

Lathrup Village Lenawee County

Leslie

Lincoln Park

Linden

Mackinaw City Madison Heights Manistee County

Marquette Mason

Meridian Charter Township

Milford

Milford Charter Township

Missaukee County Monroe County Muskegon County

New Haven Norton Shores Oak Park

Oakland County

Orion Charter Township

Osceola County

Otsego Quincy Rogers City Roscommon

Roscommon County

Roseville
Saint Clair
Saline
Southgate
Spring Lake
Springfield
Sturgis
Swartz Creek
Three Rivers

Tittabawassee Township

Traverse City

Troy

Tuscarora Township Union Charter Township

Utica Vassar Wayland Wayne Westland

Williamstown Township

Wyandotte Municipal Services

Ypsilanti

THE NETWORK EVENTS

ANNUAL CONFERENCE

Michigan Green Communities held an annual conference in 2010 and 2011 that provided local governments a chance to showcase their projects, share best practices, and learn from their peers about cutting-edge initiatives underway across the state. The conferences filled a critical training and network-building niche and were met with widespread enthusiasm from MGC members. Attendees evaluated the conferences highly and MGC had to close registration early both years because of high interest. Videos, presentation slides, and other resources are available online to extend the benefits to members who were not able to attend the events.

"Thought the program was

The first Michigan Green Communities Conference took place in December 2010. The Michigan Municipal League, Michigan Bureau of Energy Systems, and Southeast Michigan Regional Energy Office co-sponsored the event. 60 representatives from 40 communities attended. The second Michigan Green Communities Conference took place on October 28, 2011. Approximately 60 leaders from state and local government and non-profit organizations attended. As with the first year, the event focused on sharing local solutions to sustainability challenges. Presenters educated their peers on a range of issues, including: local food networks and gardening, water conservation and management, curbside recycling, joint planning initiatives, electric vehicle infrastructure, complete streets, community energy planning, and Property Assessed Clean Energy (PACE) financing.

"Thought the program was extremely well done! Keep bringing in innovative speakers."

Conference Participant

"Wow ... how do you top today's program?"

Conference Participant

Average overall conference rating: 4.6 / 5

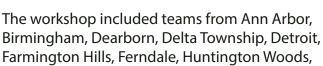
REGIONAL WORKSHOPS



In February 2012, Michigan Green Communities partnered with the University of Michigan's School of Natural Resources and Environment, the Michigan Economic Development Corporation (MEDC), and the Regional Energy Demonstration Centers to host a series of workshops. The workshops brought together local government staff and their nonprofit partners from within smaller areas to share success stories and lessons learned, and to build relationships within each region. Workshops took place in Traverse City, Muskegon, and Detroit. Following the events, MEDC provided additional funding for the network to host additional regional workshops.

THE LEADERSHIP ACADEMY

On July 16-17, 2012, The Michigan Green Communities Leadership Academy brought together 18 teams of senior officials and key stakeholders from local governments from across the state to advance and accelerate local sustainable development solutions. Teams focused on making the case for sustainability, improving health and quality of life, developing and financing new markets, and collaborating across sectors and jurisdictions. The workshop was co-hosted by Michigan Green Communities and the Institute for Sustainable Communities.





Ann Arbor SPARK, The Erb Institute for Global Sustainable Enterprise, MEDC Michigan Energy Office, Michigan Department of Environmental Quality, Urban Sustainability Directors Network, and Siemens provided support for the event.









THE RESOURCES

MONTHLY WEBINARS

Since its inception, Michigan Green Communities has held regular webinars where local government staff and their partners share innovative projects underway in their communities. The webinars provide a forum for sharing lessons learned, getting questions answered, and highlighting best practices. Topics covered include:

- Framing Sustainability for the Public
- Property Assessed Clean Energy
- Using Online Tools and Resources
- Municipal Revolving Energy Fund
- Community Energy Planning
- Plug-in Electric Vehicle Community Preparedness Plan

- Employee Engagement Programs
- Promoting Green Infrastructure through the Zoning Ordinance
- Lessons Learned from a Stormwater Utility
- Recycling Programs
- Town-Gown Sustainability Partnerships
- Regional Sustainability Planning

MONTHLY NEWSLETTER

The MGC monthly newsletter includes updates from the network, funding and training resources, upcoming events, and news about sustainability initiatives from local communities throughout Michigan. The newsletter reaches over 400 local government staff and partners across the state.

CASE STUDIES

Michigan Green Communities produces case studies highlighting lessons learned and best practices in implementing sustainability projects. The following four example case studies provide insights into how Michigan communities are pursuing various sustainability initiatives.



Ann Arbor Stormwater Utility
How Ann Arbor updated its stormwater
utility to establish a more equitable rate
structure, ensure sustainable funding,
and encourage on-site treatment.



Dearborn Adopt-A-Watt How Dearborn worked with Adopt-A-Watt, Inc. to upgrade parking structure lights through sponsorships without cost to the City.



Farmington Hills Energy Contract How Farmington Hills partnered with an energy services company to capture guaranteed energy savings in multiple City buildings.



Grand Rapids Zoning Code How Grand Rapids updated its zoning ordinance to facilitate renewable energy, protect water quality, and encourage sustainable development.

THE FUNDERS

MGC leverages members' and partners' resources to stretch a small budget to make a big impact. For instance, conferences and workshops take place at member facilities to save on space rental. Conference presentations are recorded on video so that those unable to attend can still learn from the experts. The founding partner organizations and state agencies are responsible for ensuring its long-term success. Thus far the network has been supported with a growing mix of small public and private grants and in-kind staff support from the partners.

MGC began in 2009 as the Green Communities Challenge, an effort to help local governments prepare for and make the best use of federal Energy Efficiency and Conservation Block Grant (EECBG) funds. The Michigan Municipal League (MML), supported by a grant from the Michigan Energy Office (MEO), cataloged and supported a growing number of community sustainability projects. MML, MEO and Challenge participants identified a need for ongoing support for these efforts, as well a need to address environmental issues beyond energy.

In 2010, the cities of Ann Arbor and Dearborn received a \$20,000 grant from the Urban Sustainability Directors Network (USDN). This grant supported the hiring of dedicated staff to coordinate the network. In addition, these funds contributed to a network launch event in partnership with the City of Grand Rapids at the 2010 Greentown Conference and supported the first annual Michigan Green Communities Conference in December 2010.

In September 2011, the City of Ann Arbor, in collaboration with the Michigan Municipal League, received a Pollution Prevention grant from the Michigan Department of Environmental Quality. This \$50,000 grant provides additional staff support for MGC over two years. The grant provides financial support for the Michigan Green Communities Challenge, annual conferences, annual reports, regional workshops, and other outreach and educational materials.

The University of Michigan School of Natural Resources and Environment (SNRE) provided support for the February 2011 regional workshops as part of a student masters project. MGC's regional partners – Michigan Energy Options, Northwestern Michigan College, Michigan Alternative and Renewable Energy Center, Next Energy, and the Southeast Michigan Regional Energy Office – provided additional staff support and facility use to support the events. SNRE also provided funds to support a graduate student intern for summer 2012 to develop resources and tools to support the Michigan Green Communities Challenge.

In spring 2012, MGC received a sponsorship from the Michigan Economic Development Corporation to continue to support the network, host regional workshops, and track sustainability projects across the state of Michigan.

The Michigan Green Communities Leadership Academy, jointly presented by the Institute for Sustainable Communities and Michigan Green Communities, was sponsored by Ann Arbor SPARK, the Erb Institute for Global Sustainable Enterprise, Michigan Department of Environmental Quality, Michigan Economic Development Corporation Energy Office, Siemens, the Summit Foundation, and the Urban Sustainability Directors Network.

THE COMMUNITY ACCOMPLISHMENTS

Local governments across Michigan are implementing diverse initiatives to conserve energy, spur sustainable economic development, and foster healthy communities. The following examples highlight a sample of the great work underway in the past year.

• Ann Arbor established the first Property Assessed Clean Energy (PACE) program in Michigan.



Auburn Hills was the first city in Michigan to adopt a comprehensive electric vehicle infrastructure ordinance.

- **Bay County** hosted an electronics recycling event for Earth Day.
- Berkley, Ferndale, Pleasant Ridge, Royal Oak and Huntington Woods launched a partnership to examine sustainability issues collaboratively.
- **Birmingham** is implementing a paperless billing system for City vendors.
- Charlevoix developed a comprehensive energy improvement strategy.
- **Dearborn** partnered with Southwest Detroit Environmental Vision and Michigan DEQ to retrofit fleet vehicles with new exhaust systems.
- **Delta Township** distributed compact fluorescent light bulbs to community members at green events.
- **Detroit** created an innovative Green Initiatives and Sustainable Technologies program through its revised Charter.
- **Delhi Charter Township's** new Sam Corey Senior Center received LEED certification.
- East Lansing reconstructed tree grates downtown using 'flexipave', a pervious, recycled material.



Emmet County expanded its recycling facility using 90-95 percent recycled materials, including processing equipment from a facility in Wisconsin.

- Farmington Hills captures 20 percent of energy savings from a major performance contract and uses the funds for additional efficiency investments, such as providing matching funds for a grant to install LED lighting, commissioning a study of management and fuel options for fleet vehicles, and supporting an employee engagement program
- **Ferndale** was the first participant in the BetterBuildings for Michigan program, which offers incentives to conserve energy in homes and other buildings.
- **Grand Rapids** adopted single-stream residential curbside recycling program and experienced an 80 percent increase in recyclable materials collected.
- **Hazel Park, Southgate** and **Ypsilanti** are collaborating to develop local climate action plans with assistance from the Michigan Suburbs Alliance and WARM Training Center.
- Holland developed a comprehensive community energy plan.

• Huntington Woods participated in a national residential recycling competition through RecycleBank.



Lansing worked to install micro-turbines on City buildings as part of a renewable energy strategy.

- Meridian Township adopted a GreenSpace Plan, Land Preservation Program, and a Pathway Millage.
- Manistee County improved insulation and upgraded lighting in municipal facilities and captures 50 percent of the savings from these projects to fund additional efficiency work.
- Muskegon received a \$1.35 million grant to purchase buses powered by compressed natural gas.
- **Muskegon County** is exploring the development of a 100 MW wind farm on its wastewater treatment plant.
- Novi completed an update to the Non-Motorized Master Plan, which includes strategies to add to
 the city's 225 miles of pathways, sidewalks, and bike lanes and improve conditions for bicyclists and
 pedestrians.



Oakland County designed and constructed a LEED Gold certified Airport Terminal.

- The Village of Suttons Bay received a \$240,000 grant from the Michigan Natural Resources Trust Fund to extend the Leelanau Trail north through the Village.
- Traverse City is developing a climate action plan.



The Charter Township of Union adopted a comprehensive non-motorized transportation plan.

- Washtenaw County installed a 10 kilowatt solar photovoltaic and solar hot water heating systems.
- Wyandotte installed a 212 kilowatt solar project, the largest municipal solar installation in Michigan.
- Wyoming developed guiding sustainability principles for the City.

THE ADVISORY COMMITTEE

The Michigan Green Communities Advisory Committee provides strategic direction and guidance for the network. In 2011-2012, the Advisory Committee provided feedback and helped guide revisions to the Michigan Green Communities Challenge. In addition, Advisory Committee members help plan MGC events, such as the Annual Conference, and participate actively in MGC activities.

- Haris Alibasic, Director of Office of Energy and Sustainability, City of Grand Rapids
- Mark Clevey, Renewable Energy Programs Manager, Michigan Energy Office
- Martin Colburn, City Administrator, City of Mason
- Jamie Dean, Solid Waste Coordinator, Monroe County Health Department, Monroe County
- John Elsinga, Township Manager, Delhi Township
- Tom Frazier, Legislative Liaison, Michigan Townships Association
- Nate Geinzer, Management Assistant, City of Farmington Hills
- Don Green, Township Supervisor, Milford Township
- **Debra Hill**, Village Trustee, Village of New Haven
- Art Holdsworth, Director of Facilities, Oakland County
- Peter Hughes, Sustainable Development Specialist, Michigan State Housing Development Authority
- Nina Ignaczak, Senior Planner, Oakland County
- Todd Kalish, Michigan Department of Natural Resources
- Matthew Naud, Environmental Coordinator, City of Ann Arbor
- David Norwood, Sustainability Coordinator, City of Dearborn
- Jan Patrick, EECBG Program Manager, Michigan Energy Office
- Tim Schmitt, Community Development Analyst, City of East Lansing
- **Jeff Spencer**, Michigan Department of Environmental Quality
- Rob Straebel, City Manager, City of Charlevoix
- MoReno Taylor, Legislative Coordinator, Michigan Association of Counties
- Christian Wuerth, Assistant to the City Manager, City of Birmingham

THE FUTURE

Over the next year, Michigan Green Communities will continue to build on the foundation established during its first two years and connect cities, counties, townships, and villages across the state in order to accelerate the adoption of effective sustainability programs, policies, and practices.

The updated Michigan Green Communities Challenge, which launched in August 2012, will provide recognition for community sustainability practices. The third Annual Conference will take place November 2, 2012, in Lansing. In addition, monthly newsletters and webinars will provide a forum for sharing best practices and lessons learned as well as connecting communities to the latest resources to facilitate their work.

The network will look to formalize its governance structure and partners' roles while exploring creating a stand-alone non-profit organization to bring greater cohesion and consistency to the network's work.





2013 Annual Report



MDEQ P2 Final Grant Report

MICHIGAN GREEN COMMUNITIES PARTNERS











migreencommunities@gmail.com c/o Michigan Municipal League | 1675 Green Road, Ann Arbor MI, 48105 www.mml.org/green

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Support for this report provided by the Michigan Department of Environmental Quality



THE NETWORK

In 2012 and 2013, the City of East Lansing received a \$6 million federal grant to develop the Capital Area Multi-Modal Gateway Project. The City of Ypsilanti adopted a climate action plan. Monroe County, the City of Monroe, and Frenchtown and Monroe Charter Townships launched Resilient Monroe! to help the community adapt to changes. The City of Grandville won the Michigan Municipal League's 2012 Community Excellence Award for their clean water treatment plant. The City of Detroit's Recycle Here! program became the first recycling center to receive the *Detroit Free Press* Green Leader award.

Every day, local government leaders across Michigan are implementing creative sustainability projects, programs, and policies that save money and offer social and environmental benefits. These leaders can be models for change across the state only if their peers know about their efforts. Michigan Green Communities (MGC)

"Sharing and collaboration are fundamental to achieving city sustainability goals. The Michigan Green Communities Network is the only place in Michigan where local government staff can share their success and failures in a safe environment so we can all succeed when we work within our communities"

David Norwood

Sustainability Coordinator City of Dearborn

connects those leaders and supports their work through training, education, and communications. This peer-to-peer network shares homegrown best practices to help Michigan communities overcome barriers in the path toward sustainability.

"Michigan Green Communities is a clearing house for best practices by passionate people and communities who care about preserving and improving Michigan's resources, reducing fossil fuel reliance, and more, all in an effort to build an economically vibrant, fiscally sound, and environmentally secure State for its communities and people."

Nate Geinzer

Assistant to the City Manager City of Farmington Hills MGC supports innovation and capacity building among local government leaders to further sustainability throughout the entire state. The network is a partnership of more than 400 local government leaders, the Michigan Municipal League (MML), Michigan Townships Association, Michigan Association of Counties, Michigan Energy Office, and Michigan Department of Environmental Quality. The statewide organizations listed also support MGC through a formal Memorandum of Understanding, which was adopted in July 2013. Also in July 2013, MGC became a program of the MML Foundation.

MGC members include staff and elected or appointed officials from cities, townships, villages, counties, and universities across Michigan. Few municipalities have dedicated sustainability staff positions. Therefore, members come from diverse backgrounds, including planners, facility directors, and recycling coordinators.

THE CHALLENGE

The Michigan Green Communities Challenge is a rating system designed for local governments in Michigan. Through the Challenge, communities report on their performance in four categories: Built Environment, Economic Development, Natural Resources, and Administration and Planning. Each category is comprised of several action items, such as establishing a sustainability team, implementing a recycling program, or installing efficient street lights. Communities earn points by completing these action items. In addition, communities can earn bonus points for reporting their performance on metrics such as energy consumption and recycling percentage. Communities earn a rating – Gold, Silver, Bronze, or Member – based on how they score. Participation is free and open to any local government in Michigan.

The Michigan Green Communities Challenge

- Serves as a guide for communities to measure their progress toward sustainability
- Encourages friendly and productive competition between Michigan communities
- Provides a framework for peer-to-peer benchmarking
- Recognizes communities for their sustainability accomplishments

An updated Challenge launched in fall 2012, with awards given out at the 2012 Annual Conference. 25 communities participated in the 2012 Challenge with a total of 738 action items reported, which included:

- 162 action items in Administration and Planning
- 245 action items in Built Environment
- 100 action items in Economic Development
- 231 action items in Natural Resources
- 2,714,017 kWh of electricity saved from municipal building and outdoor lighting upgrades
- 10 buildings were "green" certified
- 62,718 tons of material were recycled or composted

2012 Challenge Awards



City of Ann Arbor
City of Dearborn
City of Rogers City
Oakland County
Delhi Charter Township
Williamstown Township
Village of Dexter



City of Farmington Hills
City of Lathrup Village
City of Ypsilanti
Monroe County
Curtis Township
Delta Charter Township
Meridian Charter Township
Village of Quincy

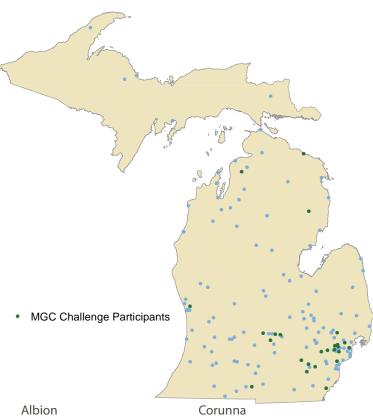


City of Ferndale City of Novi City of Saline City of Troy Village of Fruitport



City of Birmingham City of Clawson City of East Jordan City of Roseville City of Sterling Heights

Over 150 local governments have participated in Michigan Green Communities.



Alcona County Allegan Alma Alpena County

Ann Arbor

Antrim County Ash Township **Auburn Hills**

AuGres **Bangor Charter Township** Battle Creek

Bay County Birmingham **Boyne City**

Brandon Charter Township

Brighton **Briley Township** Bronson

Burton Calhoun County Charlevoix

Charlevoix County

Clawson Clio Coldwater

Curtis Township Dearborn

Delhi Charter Township Delta Charter Township

Detroit

Dexter

Detroit-Wayne Port Authority

Douglas Dundee East Jordan East Lansing **East Tawas** Eastpointe **Eaton County Emmet County**

Farmington Hills Ferndale Ferrysburg

Flint Flushing Forestville Frankfort Fremont Fruitport Gladwin

Grand Blanc Norton Shores

Grand Haven Novi **Grand Rapids** Oak Park Grandville Oakland County Greenville Orion Charter Township **Grosse Pointe** Osceola County

Grosse Pointe Woods Oshtemo Charter Township

Harbor Beach Otsego

Pittsfield Charter Township **Hastings**

Hastings Township Quincy Hayes Township River Rouge Highland Charter Township Rogers City Holland Roscommon Homer **Roscommon County**

Huntington Woods Roseville Imlay City Royal Oak

Isabella County **Rutland Charter Township**

Ishpeming Saint Clair Ithaca Saint Clair Shores

Jonesville Saline Kalamazoo Sandusky Southfield Kalkaska Kinaslev Southgate Kinross Charter Township Spring Lake

Lake Orion Spring Lake Township

Lansing Sprinafield Lathrup Village Springfield Charter Township

Leelanau County Sterling Heights Lenawee County Sturais

Leslie Sunfield Township Lincoln Park **Suttons Bay** Linden Swartz Creek Little River Ottawa Three Rivers

Mackinaw City Tittabawassee Township

Madison Heights Traverse City

Manistee Troy

Manistee County Tuscarora Township Marquette Union Charter Township

Mason Utica Meridian Charter Township Vassar Mesick Warren

Midland Washtenaw County

Milford Wayland Milford Charter Township Wayne Missaukee County Westland Monroe County Williamston

Mount Clemens Williamstown Township Muskegon County Wyandotte Municipal Services

New Haven Wyandotte Newaygo County Ypsilanti

Northport

THE NETWORK EVENTS

ANNUAL CONFERENCE

Michigan Green Communities held an annual conference in 2010, 2011, and 2012 that provided local governments a chance to showcase their projects, share best practices, and learn from their peers about cutting-edge initiatives underway across the state. The conferences filled a critical training and network-building niche and were met with widespread enthusiasm from MGC members. Attendees evaluated the conferences highly and MGC had to close registration early all three years because of high interest. Videos, presentation slides, and other resources are available online to extend the benefits to members who were not able to attend the events.



The first Michigan Green Communities Conference took place in December 2010. The Michigan Municipal League, Michigan Bureau of Energy Systems, and Southeast Michigan Regional Energy Office co-sponsored the event. 60 representatives from 40 communities attended. The second Michigan Green Communities Conference took place in October 2011. Approximately 60 leaders from state and local government and non-profit organizations attended. The third Michigan Green Communities Conference took place on November 2, 2012, with 64 attendees from 44 communities. As in previous years, the event focused on sharing local solutions to sustainability challenges. Presenters educated their peers on a range of issues, including: the value of urban forests, tools for collaborative local community sustainability planning, public-private partnerships in sustainable financing, single stream recycling, and lowering the cost for renewable energy applications. Communities were also recognized for their participation in the Michigan Green Communities Challenge.

"The annual conference is one of the most well-formatted and information-packed conferences I attend on an annual basis."

Survey Participant

"Great job!"

Conference Participant

Average overall conference rating: 4.6 / 5

PAST EVENTS



In addition to the Annual Conference, Michigan Green Communities has held a number of other events across the state, including:

- Regional workshops in Traverse City, Muskegon, and Detroit in 2012 that brought local government staff and their nonprofit partners from smaller areas together to help build relationships within each region
- Leadership Academy in July 2012 that brought 18 teams of senior officials and key stakeholders from local governments across the state together to accelerate local sustainable development solutions

THE RESOURCES

MONTHLY WEBINARS

Since its inception, Michigan Green Communities has held regular webinars where local government staff and their partners share innovative projects underway in their communities. The webinars provide a forum for sharing lessons learned, getting questions answered, and highlighting best practices. Topics covered include:

- Michigan Saves and Municipal Financing Program
- Solar PV Installations on Municipal Buildings
- Water Treatment Planning
- State Electronics Challenge (SEC)
- Great Lakes Adaptation Assessment for Cities (GLAA-C)

- Promoting Active Communities (PAC)
- DEQ Water and Wastewater Loan/Grant Programs
- State Energy Future Forums
- Health Impact Assessment of Targeted Tree Planting
- Curbside Recycling Programs

MONTHLY NEWSLETTER

The MGC monthly newsletter includes updates from the network, funding and training resources, upcoming events, and news about sustainability initiatives from local communities throughout Michigan. The newsletter reaches over 400 local government staff and partners across the state.

CASE STUDIES

Michigan Green Communities produces case studies highlighting lessons learned and best practices in implementing sustainability projects. The following five example case studies provide insights into how Michigan communities are pursuing various sustainability initiatives.



Ann Arbor Stormwater Utility
How Ann Arbor updated its stormwater
utility to establish a more equitable rate
structure, ensure sustainable funding,
and encourage on-site treatment.



Detroit Recycle Here! Program How a small group of students filled the recycling void for the Midtown neighborhood in Detroit and created a community gathering space.



Dearborn Adopt-A-Watt How Dearborn worked with Adopt-A-Watt, Inc. to upgrade parking structure lights through sponsorships without cost to the City.



Farmington Hills Energy Contract How Farmington Hills partnered with an energy services company to capture guaranteed energy savings in multiple City buildings.



Grand Rapids Zoning Code How Grand Rapids updated its zoning ordinance to facilitate renewable energy, protect water quality, and encourage sustainable development.

THE FUNDERS

MGC leverages members' and partners' resources to stretch a small budget to make a big impact. For instance, conferences and workshops take place at member facilities to save on space rental. Conference presentations are recorded on video so that those unable to attend can still learn from the experts. The founding partner organizations and state agencies are responsible for ensuring its long-term success. Thus far the network has been supported with a growing mix of small public and private grants and in-kind staff support from the partners.

MGC began in 2009 as the Green Communities Challenge, an effort to help local governments prepare for and make the best use of federal Energy Efficiency and Conservation Block Grant (EECBG) funds. The Michigan Municipal League (MML), supported by a grant from the Michigan Energy Office (MEO), cataloged and supported a growing number of community sustainability projects. MML, MEO and Challenge participants identified a need for ongoing support for these efforts, as well a need to address environmental issues beyond energy.

In 2010, the cities of Ann Arbor and Dearborn received a \$20,000 grant from the Urban Sustainability Directors Network (USDN). This grant supported the hiring of dedicated staff to coordinate the network. In addition, these funds contributed to a network launch event in partnership with the City of Grand Rapids at the 2010 Greentown Conference and supported the first annual Michigan Green Communities Conference in December 2010.

In September 2011, the City of Ann Arbor, in collaboration with the Michigan Municipal League, received a Pollution Prevention grant from the Michigan Department of Environmental Quality. This \$50,000 grant provides additional staff support for MGC over two years. The grant provides financial support for the Michigan Green Communities Challenge, annual conferences, annual reports, regional workshops, and other outreach and educational materials.

The University of Michigan School of Natural Resources and Environment (SNRE) provided support for the February 2011 regional workshops as part of a student masters project. MGC's regional partners – Michigan Energy Options, Northwestern Michigan College, Michigan Alternative and Renewable Energy Center, Next Energy, and the Southeast Michigan Regional Energy Office – provided additional staff support and facility use to support the events. SNRE also provided funds to support a graduate student intern for summer 2012 to develop resources and tools to support the Michigan Green Communities Challenge.

In spring 2012, MGC received a sponsorship from the Michigan Economic Development Corporation to continue to support the network, host regional workshops, and track sustainability projects across the state.

The Michigan Green Communities Leadership Academy, jointly presented by the Institute for Sustainable Communities and Michigan Green Communities, was sponsored by Ann Arbor SPARK, the Erb Institute for Global Sustainable Enterprise, Michigan Department of Environmental Quality, Michigan Economic Development Corporation Energy Office, Siemens, the Summit Foundation, and the Urban Sustainability Directors Network.

In 2013, MGC became a program of the MML Foundation. Michigan Green Communities is currently seeking future funding opportunities to support its initiatives.

THE COMMUNITY ACCOMPLISHMENTS

Local governments across Michigan are implementing diverse initiatives to conserve energy, spur sustainable economic development, and foster healthy communities. The following examples highlight a sample of the great work underway in the past year.

- Ann Arbor adopted a community climate action plan and a sustainability framework plan to guide future planning efforts.
- **Birmingham** began a community group involving schools, the shopping district, the public library, residents, and the Chamber of Commerce to discuss all of the sustainability programs in the city and to foster communication and cross-promotion of initiatives.



Clawson began a community garden with harvested produce going to the Senior Center and local families in need.

- **Dearborn** expanded its partnership with Adopt-A-Watt to include 25 high energy efficient lights and an electric vehicle charging station at Henry Ford Centennial Library.
- **Delhi Charter Township** adopted a complete streets ordinance.
- **Detroit's** Recycle Here! program had over 65,000 citizen visits and became the first recycling center in the State of Michigan to receive the *Detroit Free Press* Green Leader award.



East Lansing won a \$6 million federal grant to develop the Capital Area Multi-Modal Gateway Project, a multi-modal transit station.

- Farmington Hills installed LED parking lot lights at City Hall, reducing City Hall's energy usage by 10% over the previous fiscal year.
- Flint began a recycling program.
- **Grand Haven** and **St. Clair** were recognized in 2012 for promoting active living through Michigan's Promoting Active Communities (PAC) awards.
- **Grand Rapids** received the 2012 U.S. Mayors' Climate Protection Award.



Grandville was honored with the Michigan Municipal League's 2012 Community Excellence Award for their clean water treatment plant expansion project.

- Holland received the 2012 Neighborhood Environmental Partners (NEP) Program Award from the Michigan Department of Environmental Quality (MDEQ) in Lansing for the Holland Board of Public Works' Recycle Rewards event.
- Huntington Woods, River Rouge, and Southgate installed solar PV on municipal buildings.
- Meridian Charter Township held a community forum on energy opportunities.
- **Midland** began working to become a solar ready community by streamlining the permitting process for solar energy.

- Monroe County along with the City of Monroe, Frenchtown Charter Township, and Monroe Charter Township launched a new community design project, Resilient Monroe!, to help the community adapt to changes.
- Muskegon County set the goal of becoming the healthiest county in Michigan by 2021.
- **Novi** replaced their Civic Center roof, improving the building's energy efficiency and making the roof solar and live roof ready.
- Washtenaw County received a \$3 million HUD Sustainable Communities Planning grant to increase affordable and energy efficient housing in the community.
- Ypsilanti adopted a climate action plan.















THE STEERING COMMITTEE

In February 2013, the Michigan Green Communities network transitioned from an informal organization to a program of the Michigan Municipal League Foundation. As part of this transition, the MGC Advisory Committee will become a more formal Steering Committee.

The Michigan Green Communities Steering Committee will provide leadership, strategic planning, and organizational direction for the network. The committee members will ensure that the organization operates in a fiscally responsible manner; assist with outreach and public relations; serve on workgroups and support special projects as needed; and serve as a liaison between MGC and their agency or organization.

- Haris Alibasic, Director of Office of Energy and Sustainability, City of Grand Rapids
- Mark Clevey, Renewable Energy Programs Manager, Michigan Energy Office
- **Jamie Dean**, Recycling and Green Community Program Coordinator, Monroe County Health Department, Monroe County
- Sandra Diorka, Director of Public Services, Delhi Township
- Stephanie Ericson, Communications Coordinator, Michigan Association of Counties
- Luke Forrest, Program Coordinator, Michigan Municipal League
- Tom Frazier, Legislative Liaison, Michigan Townships Association
- Tom Hickner, County Executive, Bay County
- Peter Hughes, Sustainable Development Specialist, Michigan State Housing Development Authority
- Matthew Naud, Environmental Coordinator, City of Ann Arbor
- David Norwood, Sustainability Coordinator, City of Dearborn
- Jeff Spencer, Environmental Specialist, Michigan Department of Environmental Quality
- Dayne Walling, Mayor, City of Flint
- Arnold Weinfeld, President, Michigan Municipal League Foundation
- Chris Yonker, City Administrator, City of East Jordan
- Karl Zueger, Assistant City Manager, City of Marguette

THE FUTURE

Over the coming years, Michigan Green Communities will continue to build on the foundation established during its first four years and continue to build network capacity by establishing deeper connections between cities, counties, townships, and villages across the state in order to accelerate the adoption of effective sustainability programs, policies, and practices.

In particular, network members, the former Advisory Committee, and key partners have identified the following goals and strategies to build a stronger network over the next two years:

- Increase geographic diversity of members
- Strengthen and broaden member participation to foster stronger connections between network members
- Position MGC as the go-to organization for local government sustainability in Michigan
- Increase participation in the MGC Challenge to support local government leaders and track sustainability projects in the state
- Identify long-term strategic partners and financial support for the network

The Michigan Green Communities Challenge will continue to provide recognition for community sustainability practices. The fourth Annual Conference will take place in early 2014 in Flint. In addition, monthly newsletters and webinars will continue to provide a forum for sharing best practices and lessons learned as connecting communities to the latest resources to facilitate their work.

Using its new structure as a program of the Michigan Municipal League Foundation and the formation of the new Steering Committee, the network will continue working towards greater cohesion and consistency in the network's work.

Recommendations for Michigan Green Communities

The MGC master's project team recommends the following actions to continue the growth of the MGC network. Recommendations are organized by components of the project and within each component by short-term (to be completed and implemented within six months) and long-term (for the continued growth of the MGC network). To carry out the recommendation, a suggested actor is indicated in parentheses after each item:

- Intern: summer 2012 intern funded my MGC master's project team
- Fellow: Laura Matson through spring 2013; future fellowships
- MGC: Luke and Jamie and/or future MGC administrators

POLICY

Short-term

- The Green Communities Challenge (GCC) Action Guides should be completed and implemented along with the GCC program during the summer of 2012. Increasing the depth and scope of the resources provided in the Action Guides should be a priority, with emphasis placed on expanding the "spotlight" section and the financial resources sections. Furthermore, information on current community initiatives should be researched and collected as inputs for the Map component. (Intern)
- Develop a GCC certification seal or logo to recognize those communities at the Member, Bronze, Silver, and Gold levels of sustainability achievements. (Intern)
- The GCC should provide tech support, webinars and one-on-one support for communities as they work through the new Action Lists and certification system. (Intern/Fellow)

Long-term

- Enhance the GCC certification system by developing a tracking system that measures GCC progress based on communities' description of their projects and results from each action. This can involve giving bonus points or creating other incentives to increase competition and collect additional information. (Fellow/MGC)
- Get increased involvement from Mark Clevey in the creation of metrics for the GCC or advise that MEDC take the lead on measuring GCC progress. (MGC)
- Work with state government stakeholders and community coalitions to address current state-level obstacles to MGC goals and consider new legislation to create a more supportive state policy environment for the network and GCC, including long-term funding for MGC and GCC initiatives. (Fellow/MGC)
- Consider consulting with Sustainable Jersey and organizations such as the Institute for Sustainable Communities to efficiently increase GCC and MGC's capacity and resources. (MGC)

ECONOMIC ENERGY ANALYSIS

Short-term

MGC should continue working with DTE to identify the director of DTE's Sustainability
Office. Developing partnerships with DTE, Consumers, and other utilities will lead to an
increase of information sharing. The Sustainability Office at a utility will have more
leverage and interest in the economic component since utility companies have to abide by
RPS standards and implement energy efficiency. Decreasing community energy usage
will prevent utilities from building new power plants and save them money (see Holland
CEP). (MGC)

Long- term

• Use MGC's communities as leverage to push utility companies to release data availability to conduct strategic energy analyses. Finding ways to leverage the fact that there are 100 communities in the MGC to drive for state level incentives can help achieve MGC goals. This strategy can also be considered for use in advocating for more supportive state policy and other mechanisms to strengthen MGC. (MGC)

WEBSITE

Short-term

- Update current MGC website with the Green Communities Challenge and map. (Intern/MML)
- Identify and work with a website developer/designer to strategize a plan to create a separate MGC website. (MGC/Intern)

Long-term

- Develop and launch a separate new MGC website that contains information about the
 network, financial resources, the GCC, and the map that displays community
 sustainability efforts. In addition, the website should also contain a newly developed
 sustainability dashboard for communities to track their progress on the GCC and compare
 themselves to other communities. Emphasize effective design practices and accessibility.
 (MGC)
- Work with MML to redesign a website that offers easily accessible information and resources. Use GCC data to populate the interactive map. (MGC)

OUTREACH

Short-term

• Identify and maintain current partnerships with MGC members, other cities, NGO's, private businesses, the state government, University of Michigan, and other key stakeholders. Collaborative partnerships can bring in additional resources and services to member communities pursuing sustainability initiatives. For example, a number of the

- regional energy offices have offered to provide their services at low to no cost for network members. (Fellow/MGC)
- A single point person should organize partnerships and can stand as the main connector between the MGC network and other resources. (Fellow/MGC)
- Continue the regional workshops. Begin planning efforts by gaining feedback and identifying host communities. (Fellow)

Long-term

Create new partnerships by reaching out to new non-profits that can provide additional
resources and services, local private businesses who may help finance sustainability
initiatives (ie: Meijer), and state government agencies who can implement statewide
sustainability policies. Continued relationship management is a key factor to the strength
of network. (MGC/Fellow)

ADMINISTRATIVE

Short-term

Create a summer internship position that ensures the completion of the project.
 Specifically, the intern would help finish the Policy Green Communities Challenge (GCC) guides and help to fully implement our work onto the MGC website.
 (MGC/Fellow)

Long-term

- Pursue staffing (at least one individual) to be fully dedicated to MGC network activities. This individual can serve as the point person to maintain relationships and help run the network. (MGC/Fellow)
- Establish MGC as a new 501(c)(3) non-profit entity to oversee and strengthen the network. This permanent institution, managed with the help of university student fellows, will lend legitimacy, effectiveness, and staying power to MGC network to build off of the work done by this project team. The role of an institution will specifically benefit the sustained outreach goals by being able to continue managing relationships, facilitating the collaboration operations, and maintaining the interactive map tool. Non-profit status would also facilitate future fundraising efforts. (MGC)



MICHIGAN GREEN COMMUNITIES MEMORANDUM OF UNDERSTANDING OUTLINE OF ROLES AND RESPONSIBILITIES

Michigan Municipal League Foundation
Michigan Municipal League
Michigan Association of Counties
Michigan Townships Association
Michigan Department of Environmental Quality
Michigan Economic Development Corporation

This Memorandum of Understanding (MOU) describes the roles and responsibilities agreed upon by the Michigan Municipal League Foundation (MMLF), Michigan Municipal League (MML), Michigan Association of Counties (MAC), Michigan Townships Association (MTA), Michigan Department of Environmental Quality (MDEQ), and Michigan Economic Development Corporation (MEDC) as they relate to Michigan Green Communities (MGC).

MGC is designed to:

- 1. Promote and facilitate peer learning and sharing to support innovative solutions for community sustainability and livability.
- 2. Recognize communities for their sustainability accomplishments.
- 3. Support the Green Communities Challenge.
- 4. Coordinate policies and leverage investments from corporations, state and federal agencies, philanthropic organizations and non-profit organizations to support local governments in their pursuit of sustainability.
- 5. Promote Michigan's leadership role in environmental stewardship and green economic development.
- 6. Enhance Michigan's economic competitiveness in the 21st century global green economy.
- 7. Develop and share world-class models that will reduce costs and increase business activity in our communities and stimulate world-class research, development and commercialization of breakthrough green technologies, products and processes.

It is mutually agreed that:

- 1. MML, MAC, MTA, MDEQ and MEDC will seek to advance the mission of the program, as described in the previous section, within their respective organizations.
- 2. MML, MAC and MTA will work with their members to build increased participation in MGC.
- 3. An MGC Steering Committee shall be formed, governed and have duties as detailed in the Michigan Green Communities Charter (Appendix A).
- 4. All participating entities shall conduct the business of the Michigan Green Communities pursuant to this MOU and the Michigan Green Communities Charter (Appendix A).
- 5. The initial duration of this agreement shall be five years, beginning once representatives of all the entities involved have signed it. During the final year of this initial time period, there shall be an evaluation of the agreement and its accomplishments, incorporating input from each signatory organization and the MGC Steering Committee. Following the evaluation, the entities will choose either a closure or a renewal phase with the length of duration to be determined at that time.
- 6. Any entity to this agreement can choose to opt out of the agreement with written notice to each of the other entities involved. Written notification, stating the reason for withdrawal from the agreement, shall be given to each of the other entities involved a minimum of 60 days prior to withdrawal.

The Michigan Municipal League Foundation (MMLF) agrees to:

- 1. Work with the MGC Steering Committee to develop an annual work plan and budget consistent with available funds.
- 2. Report at least quarterly to the MGC Steering Committee on financial operations of MGC.
- 3. Serve as the administrative and fiduciary entity for MGC, provided MGC is adequately supported financially through grants, sponsorships, member dues or other revenue. The MMLF will be able to recoup fees and costs consistent with any grant for providing this service.
- 4. Receive grants, contributions and gifts to be used for MGC, and to make those funds available to MGC.
- 5. Notify the other signatories to this document of any change in tax-exempt status.
- 6. If funding is received by the MMLF on behalf of MGC, the MMLF will enter into a separate MOU with the Michigan Municipal League (MML) to provide all administrative and fiduciary services agreed to by MMLF on behalf of MGC. The MML will be compensated for all work performed by the MML related to the project including, but not limited to:
 - o managing finances
 - o meeting facilitation
 - o travel to/from meetings
 - o coordination with service providers

- o preparation of materials
- o manage grant budgets
- o maintain financial records

The Michigan Municipal League (MML) agrees to:

- 1. Provide access to its membership through newsletters, website, social media and any other appropriate mechanisms for the purposes of promoting MGC and its events and programs.
- 2. Represent interests of member governments as an active part of the MGC network.
- 3. Designate a staff person to act as a liaison and serve on Steering Committee.
- 4. Make its facilities available free of cost for MGC events.
- 5. Assist with fundraising for MGC.
- 6. Assist with organization and execution of workshops, webinars and other network events.
- 7. Provide MGC and its participating organizations with Green Communities Challenge program materials. The MML may recoup costs associated with reproducing this material.

The Michigan Association of Counties agrees to:

- 1. Provide access to its membership through newsletters, website, social media and any other appropriate mechanisms for the purposes of promoting MGC and its events and programs.
- 2. Represent interests of member governments as an active part of the MGC network.
- 3. Designate a staff person to act as a liaison and serve on Steering Committee.
- 4. Make its facilities available free of cost for MGC events.
- 5. Assist with fundraising for MGC.
- 6. Assist with organization and execution of workshops, webinars and other network events.

The Michigan Townships Association agrees to:

- 1. Provide access to its membership through newsletters, website, social media and any other appropriate mechanisms for the purposes of promoting MGC and its events and programs.
- 2. Represent interests of member governments as an active part of the MGC network.
- 3. Designate a staff person to act as a liaison and serve on Steering Committee.
- 4. Make its facilities available free of cost for MGC events.
- 5. Assist with fundraising for MGC.
- 6. Assist with organization and execution of workshops, webinars and other network events.

- 1. Designate a staff person to act as a liaison and serve MGC in an advisory capacity.
- 2. Provide staff and applicable materials for workshops, conferences and specialized trainings as it relates to MGC as well as local units of government.
- 3. Inform members of pertinent workshops and conferences through increasing use of electronic submittals (Environmental Tidbits) including forums for information dissemination and exchange.
- 4. Actively seek participation in the Retired Engineer Technical Assistance Program (RETAP).
- 5. Provide MGC with environmental compliance assistance outreach.
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- 7. Inform MGC of proposed new or revised environmental regulations and policies and provide opportunity for input.
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- 6. Collaborate, where appropriate, on grant proposals, projects and initiatives.

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Daniel P Gilmartin

Executive Director & CEO Michigan Municipal League

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Signed:

G. Lawrence Merrill Executive Director

On Behalf of

The Michigan Townships Association

J. Laurence Mevill

April 4, 2013

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Signed:

Arnold Weinfeld

President. Michigan Municipal League Foundation

analy Weinfeld

The Michigan Department of Environmental Quality – Office of Environmental Assistance agrees to:

- 1. Designate a staff person to act as a point of contact and serve MGC in an advisory capacity.
- 2. Provide staff and applicable materials for workshops, conferences and specialized trainings as it relates to MGC as well as local units of government.
- 3. Inform members of pertinent workshops and conferences through increasing use of electronic submittals (Environmental Newsletter) including forums for information dissemination and exchange.
- 4. Actively seek participation in the Retired Engineer Technical Assistance Program (RETAP).
- 5. Provide MGC with environmental compliance assistance outreach.
- 6. Continue to serve as an informational resource between MGC and regulatory divisions.
- 7. Inform MGC of proposed new or revised environmental regulations and policies and provide opportunity for input.
- 8. Assist in the development and/or update of resources, including compliance assistance documents.
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Signed:

For the Department of Environmental Quality:

Dan Wyant, Directo

Date



MICHIGAN GREEN COMMUNITIES CHARTER

I. Mission

Michigan Green Communities (MGC) is a network of local government staff and officials that is designed to:

- Promote and facilitate peer learning and sharing to support innovative solutions for community sustainability and livability.
- * Recognize communities for their sustainability accomplishments.
- Support the Green Communities Challenge.
- ❖ Coordinate policies and leverage investments from corporations, state and federal agencies, philanthropic organizations and non-profit organizations to support local governments in their pursuit of sustainability.
- Promote Michigan's leadership role in environmental stewardship and green economic development.
- ❖ Enhance Michigan's economic competitiveness in the 21st century global green economy.
- ❖ Develop and share world-class models that will reduce costs and increase business activity in our communities and stimulate world-class research, development and commercialization of breakthrough green technologies, products and processes.

II. Operating Principles

MGC strives for a membership of diverse local government types and community sizes from across the state. Members work to achieve the mission as stated in Section I above

MGC and its committees and workgroups strive to make decisions by consensus when feasible. The key indicator that consensus has been reached is that committee or workgroups members agree that they can live with the final proposal, after every effort has been made to meet any outstanding interests.

III. Structure

MGC is comprised of a three-tiered structure:

- ❖ Network members, to allow broad participation by all interested parties
- Steering Committee, with representatives from the diverse stakeholders groups, to provide guidance and feedback to workgroups and serve as the governing body for MGC
- ❖ Workgroups to focus on particular MGC projects and priorities

A. Network Members

The Network Members group is the broadest of the three categories of participation in MGC. This group is comprised of individuals who agree with the MGC mission, have an interest in keeping abreast of the work of MGC, and would like to provide input into MGC priorities and activities, but do not make a commitment to regular participation in MGC activities.

These individuals will be sent periodic updates on MGC work and will be asked to provide general feedback on and input into MGC work plans, but will not necessarily be involved in implementing the work. An exception can be made when an individual has been invited to, or has requested to participate in, a workgroup because of his/her interest or expertise.

B. Steering Committee

1. Roles and Responsibilities

The Steering Committee is the governing entity of MGC. Steering Committee members are charged with contributing to the mission of the organization. Included in this charge is the responsibility to:

- a. Provide leadership, strategic planning and organizational direction
 - 1) Direct the organizational planning process
 - 2) Approve long-range goals

- 3) Review and approve the MGC work plan and budget to support it on an annual basis
- 4) Evaluate progress toward organization goals
- b. Ensure the organization operates in a fiscally responsible manner
 - 1) Finalize and approve annual budget
 - 2) Assist with fundraising efforts
- c. Assist with outreach and public relations
 - 1) Represent Michigan Green Communities to stakeholders
 - 2) Serve as an ambassador for MGC
- d. Serve on workgroups and assist with special projects as needed
- e. Govern the Steering Committee
 - 1) Assist staff in recruiting new Steering Committee members
 - 2) Run Steering Committee meetings
 - 3) Develop and maintain workgroups as needed
 - 4) Ensure the Steering Committee reflects the diversity of MGC members and the communities MGC serves
- f. Recruit, support, supervise and evaluate MGC staff, if applicable
- g. Members of the Steering Committee shall serve as liaisons between MGC and their respective agencies or organizations, if applicable, which includes:
 - Keeping their agencies/organizations informed of MGC activities;
 - 2) Keeping other Committee members informed in advance about major activities within their region and areas of expertise that may affect MGC activities; and
 - 3) Bringing views of their agencies/organizations, and other organizations like theirs, to MGC decisions
- h. Maintain good standing, as detailed in section 6.d. below
- i. Contribute to at least one substantive MGC project, meeting, workshop, or product on an annual basis

2. Operations

Steering Committee members shall strive to maintain the individual membership of their agency or organization in "good standing" as described below. The Steering Committee shall convene as needed. The Steering Committee will only make decisions with the participation of a majority of appointed Local Government Representatives.

The Steering Committee shall employ a consensus-based approach to developing priorities, conducting day-to-day operations, and resolving disparate opinions. A consensus approach involves a commitment to work toward the positive resolution of disputes concerning project content, including an obligation to offer acceptable alternatives to portions of documents that a member cannot accept with the goal of producing products that truly reflect group consensus. Where consensus cannot be reached, Steering Committee Co-chairs can call for a super-majority (two-thirds) vote to move a decision forward.

When votes are necessary, they can be conducted by phone or email as administered by the Co-Chairs.

3. Ad Hoc Subcommittees

When there is a need to address a specific issue of high importance (e.g. major charter revisions, formal correspondence on a topic of contention, attend meetings with federal officials), an ad hoc subcommittee of Steering Committee members may be formed with at least one Steering Committee Co-Chair. Decisions made by the subcommittee shall be reviewed and approved by consensus of the full Steering Committee.

4. Leadership

The Steering Committee shall be chaired by two (2) elected Co-Chairs who serve two (2) year terms. Co-Chairs may serve more than one term. At least one of the Co-Chairs shall be a representative from a local government. Duties of the Steering Committee Co-Chairs include: presiding over Steering Committee meetings and conference calls; working closely with MGC staff, if applicable, on administrative matters pertaining to the regular operations of MGC including reviewing and approving meeting agendas; and making decisions that require short turnaround, such as funding proposals and press releases. In the event that both Co-Chairs are not available for a decision, a decision requiring timely action can be made by a single Co-Chair. Decisions made by Co-Chairs shall be communicated within 2 working days (by the Co-Chairs or staff) to the full Steering Committee. Other decisions that are less time-sensitive shall be put before the full Steering Committee for approval.

5. Structure

The Steering Committee will consist of representatives of various local governments, agencies, organizations, and groups as outlined below. Geographic diversity shall be sought for sector representation on the Steering Committee. Membership from each sector is to be representative of all MGC stakeholders to ensure balance and adherence to the MGC mission. The Steering Committee shall be comprised of representatives from the following sectors.

Local Government Representatives: Up to 10 representatives may be appointed from local government staff and/or elected/appointed officials. The majority of Steering Committee members, whenever possible, should be made up of Local Government Representatives.

Local Government Associations: One (1) representative may be appointed from each of the following organizations, upon review and approval by the Nominating Committee.

- Michigan Association of Counties
- Michigan Municipal League
- Michigan Townships Association

Observers: Up to five (5) representatives who do not have decision-making authority but may provide insight and input into the direction of MGC may be nominated by any Steering Committee member and approved by the Steering Committee. Observers should generally be from the public or non-profit sectors, such as state agencies or foundations.

New Members: MGC may expand its Steering Committee membership, upon consensus, to include representatives from other agencies, organizations or groups.

6. Terms of Appointment

a. Steering Committee terms shall be two (2) years, with no limit on multiple terms.

b. Alternates

Regular Steering Committee members may designate an "Alternate" member who can serve on the MGC Steering Committee on their behalf when that member is unavailable to participate in regular MGC meetings or other relevant MGC initiatives. Alternate members should be of the same organization, agency, or sector to the extent possible. Alternates serve the same term as the regular member. The appointment can be renewed or changed as appropriate.

c. Withdrawals

Any member wishing to withdraw from the Steering Committee shall give the group written notice. The Steering Committee will work with the appropriate stakeholder group and MGC staff to nominate an appropriate replacement. Nominations for new Local Government Representatives are subject to the approval of the full Steering Committee.

d. Members of Good Standing and Non-Participation In agreeing to represent their agency/organization as a member of MGC, individuals are responsible for complying with the aforementioned MGC principles. To be in good standing, Steering Committee members should make a good faith effort to attend MGC meetings and conference calls whenever possible; attendance by an alternate will count as participation. A member's good standing will be in jeopardy when he/she has not participated in three or more consecutive meetings or has missed 25 percent or more of MGC activities without communicating a reasonable cause to the MGC Staff or Steering Committee Co-Chairs.

Participation by MGC Steering Committee members will be periodically reviewed. In cases when members have not attended or participated in at least 75 percent of Steering Committee meetings, the Co-Chairs may, at their discretion, follow up to determine reasons for inactivity, request that an alternate individual be identified to serve and/or to recommend a satisfactory replacement. If an appropriate representative cannot be identified to serve, the position will remain vacant until an appointment is made.

7. Nominations and Elections

a. Nominating Committee

Each year in advance of member terms expiring, Steering Committee Co-Chairs shall establish an ad hoc Nominating Committee from the Steering Committee members. The Nominating Committee will prepare a list of candidates eligible to fill open Steering Committee spots for the next term, including the seats for the outgoing MGC Co-Chairs. Individuals considered for nominations should meet general membership criteria including, among others: relevant expertise; willingness to serve; appropriate experience; ability to attend regular MGC meetings, committee meetings and other MGC initiatives; and serving as a member in good standing. The Nominating Committee shall present the nominations to the Steering Committee for approval.

b. Mid-Term Election of Co-Chair In the event of a mid-term vacancy in a co-chair position [more than three (3) months before that Co-Chair's position was to expire], a special nominating committee shall be established and present its recommendation to the Steering Committee for approval by consensus.

8. Formation of Initial Steering Committee

The staff of the Michigan Association of Counties, Michigan Municipal League and Michigan Townships Association will name the initial members of the Steering Committee. Half of the initial nominations will be for one-year terms, half for two-year terms. All members will serve on two-year terms after the initial terms expire.

C. Workgroups

Workgroups may be formed by the Steering Committee on an as-needed basis to address specific priorities, discuss issues, develop recommendations, and/or carry out particular activities that support MGC's objectives. Workgroups may be ongoing (Standing Workgroup) or have a limited term (Ad Hoc Workgroup) based on their charge, which will be determined upon their establishment.

IV. Workplan and Budget

A. Fiscal Cycle

The MGC fiscal cycle runs from July 1 to June 30.

B. Workplan and Budget Development

An annual workplan and budget shall be developed for general operations and for each standing workgroup. At least three months prior to the start of the new fiscal year, the Steering Committee may form a Workplan Committee. The Workplan Committee may solicit ideas from MGC workgroups and stakeholders to identify priorities.

V. Amendment

This document may be amended at any time as necessary by consensus of the Steering Committee. In the case of major revisions an ad-hoc subcommittee of the Steering Committee may be formed as detailed above.