

**AGENDA**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commission Meeting**  
**November 9, 2017 – 10:30 a.m.**  
**Administrative Office**

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1. Chairman's Statement
2. Public Participation
3. Approval – October 25, 2017 Special Meeting Minutes
4. Approval – November 9, 2017 Full Agenda

**Consent Agenda**

5. **Approval – November 9, 2017 Consent Agenda**
  - a. Approval – October 2017 Financial Statements and Payment Registers
  - b. Approval – October 2017 Appropriation Adjustments **pg. 1**
  - c. Purchases
    1. Rock Salt, Various Locations **pg. 5**
    2. Five-Yard Dump Truck with Underbody Scraper, Stony Creek **pg. 7**
  - d. Approval – Health Insurance Renewal **pg. 9**
  - e. Approval – 2018 Worker's Compensation Insurance **pg. 11**
  - f. Approval – 2018 Fiduciary Liability Insurance **pg. 13**

**Regular Agenda**

6. DNR Presentation
7. 2018 Preliminary Budget **pg. 15**
8. **Reports**
  - A. *Administrative Department*
    1. Report – Marketing, Media and Outreach Update **pg. 39**
  - B. *Finance Department*
    1. Approval – Investment Policy Change Statements **pg. 51**
    2. Approval – Use of Blue Cross Blue Shield Rate Stabilization Surplus **pg. 77**
  - C. *Planning Department*
    1. Approval – Conceptual Designs, Baypoint Beach/Maple Beach, Stony Creek/Kensington **pg. 79**
    2. Approval – Wolcott Trail Riders Association Memorandum of Understanding, Wolcott Mill **pg. 91**
  - D. *Engineering Department*
    1. Approval – Change Order for Sewer Rehabilitation Project, Stony Creek **pg. 97**
9. Other Business
10. Staff Leadership Update
11. Commissioner Comments
12. Motion to Adjourn

A combined Pension Committee and Retiree Health Care Trust meeting  
will take place prior to the Board meeting at the Administrative Office

**Thursday, November 9, 2017 – 9:00 a.m.**

The next regular Metroparks Board meeting will take place  
**Thursday, December 14, 2017 – 10:30 a.m.**  
Administrative Office





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Rebecca Franchock, Supervisor of Budgeting and Payroll  
Subject: Approval – October Appropriation Adjustments  
Date: November 2, 2017

**Action Requested: Motion to Approve**

That the Board of Commissioners' approve the October 2017 Appropriation Adjustments as recommended by Supervisor of Budgeting and Payroll Rebecca Franchock and staff.

**Background:** The Metroparks ERP system provides a work-flow process to facilitate departmental budget management. Requested transfers are initiated by department staff and routed to the appropriate department head/district parks superintendent for review and approval. Finance provides a final review of the approved requests to verify that they do not negatively impact the Fund Balance.

For October, \$73,081 represents funds transferred between accounts within and between the departments to cover over budget accounts or to move funds to the correct account.

Foundation and donation support was received increasing revenue and expense accounts by \$8,872. There was a correction to the Administrative Office budget which reduced the budget for Foundation Support.

The net impact on the Fund Balance is a decrease of \$114,033. The result of these changes can be seen by accounting function and location in the attached chart.

**Attachment: October Appropriation Adjustments**



**Huron-Clinton Metropolitan Authority**  
**Ocotber 2017 Appropriation Transfer Summary**

**Expense Accounts**

<b>Location</b>	<b>Increase</b>	<b>Decrease</b>	<b>Difference</b>
<b>Capital Improvements</b>			
Kensington	\$ -	\$ 5,704	\$ (5,704)
<b>Total</b>	<b>\$ -</b>	<b>\$ 5,704</b>	<b>\$ (5,704)</b>
<b>Major Maintenance</b>			
Lake St. Clair	\$ -	\$ 2,800	\$ (2,800)
Kensington	-	1,400	(1,400)
Stony Creek	-	9,200	(9,200)
<b>Total</b>	<b>\$ -</b>	<b>\$ 13,400</b>	<b>\$ (13,400)</b>
<b>Operations</b>			
Lake St. Clair	\$ 2,425	\$ -	\$ 2,425
Kensington	12,276	4,000	8,276
Lower Huron/Willow/Oakwoods	29,034	2,000	27,034
Hudson Mills/Dexter/Delhi	1,453	1,453	-
Stony Creek	21,235	8,725	12,510
Lake Erie	6,600	37,731	(31,131)
<b>Total</b>	<b>\$ 73,023</b>	<b>\$ 53,909</b>	<b>\$ 19,114</b>
<b>Total Expense</b>	<b>\$ 73,023</b>	<b>\$ 73,013</b>	<b>\$ 10</b>

**Donation and Foundation Support**

<b>Operations</b>			
Lake St. Clair	\$ 311	\$ -	\$ 311
Kensington	3,033	-	3,033
Hudson Mills/Dexter/Delhi	2,500	-	2,500
Stony Creek	250	-	250
Lake Erie	821	-	821
Wolcott Mill	1,000	-	1,000
Indian Springs	457	-	457
Huron Meadows	500	-	500
<b>Total</b>	<b>\$ 8,872</b>	<b>\$ -</b>	<b>\$ 8,872</b>
<b>Administrative</b>			
Administrative Office	\$ -	\$ 122,905	\$ (122,905)
<b>Total</b>	<b>\$ -</b>	<b>\$ 122,905</b>	<b>\$ (122,905)</b>
<b>Total Donation and Foundation Support</b>	<b>\$ 8,872</b>	<b>\$ 122,905</b>	<b>\$ (114,033)</b>
<b>Net Increase (Decrease) to Fund Balance</b>	<b>\$ 81,895</b>	<b>\$ 195,918</b>	<b>\$ (114,023)</b>





# HURON-CLINTON METROPOLITAN AUTHORITY

**To:** Board of Commissioners  
**From:** Heidi Dziak, Senior Buyer  
**Project No:** ITB-FH-16-17-2003 (City of Farmington Hills)  
**Project Title:** Purchase – Rock Salt for Ice Control  
**Location:** Lake St. Clair, Stony Creek, Indian Springs, Kensington, Huron Meadows and Hudson Mills Metroparks  
**Date:** November 2, 2017

## Action Requested: Motion to Approve

That the Board of Commissioners' award the 2017/2018 and 2018/2019 Rock Salt contract to the low responsive, responsible bidder, Cargill, Inc. – Deicing Technology Business of North Olmsted, Ohio for the city of Farmington Hills ITB FH-16-17-2003 on behalf of the Michigan Intergovernmental Trade Network (MITN) purchasing group as recommended by Senior Buyer Heidi Dziak and staff.

**Fiscal Impact:** Staff estimates that 900 tons will be purchased per season. The estimated costs per season are \$51,021 for 2017-2018 and \$53,721 for 2018-2019.

**Scope of Work:** Furnish and deliver rock salt as needed. Estimated maximum purchase quantities per season are as follows:

- Hudson Mills Metropark - 100 tons
- Huron Meadows Metropark - 50 tons
- Indian Springs Metropark - 50 tons
- Kensington Metropark - 300 tons
- Lake St. Clair Metropark - 100 tons
- Stony Creek Metropark - 300 tons

**Background:** The solicitation for rock salt was competitively bid by the City of Farmington Hills on behalf of 27 cities, townships and entities including the Metroparks, which are members of the MITN Purchasing Group. The ITB was posted on the MITN web site which provided notice of the solicitation to more than 100 vendors; zero "no bids" were received.

<u>Vendor</u>	<u>City</u>	<u>Price/Ton</u> <u>2017/2018</u>	<u>Price/Ton</u> <u>2018/2019</u>
Cargill, Inc.	North Olmsted, OH	\$56.69	\$59.69
Compass Minerals America	Overland Park, KS	\$59.95	\$59.95
Detroit Salt	Detroit, MI	\$59.38	\$59.98
Morton Salt	Chicago, IL	\$57.96	\$58.46







# HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Heidi Dziak, Senior Buyer  
 Project No: State of Michigan Contract #071B6600122  
 Project Title: Purchase – Five-Yard Dump Truck with Underbody Scraper  
 Location: Stony Creek Metropark, Oakland County  
 Date: November 2, 2017

## Action Requested: Motion to Approve

That the Board of Commissioners' (1) award the state of Michigan Contract #071B6600122 to the low responsive, responsible bidder, Tri-County International Trucks of Dearborn, Michigan for the purchase of one new 2018 International 7300 4x2 truck with a five-yard stainless steel dump body and 10-feet by 20-inch by 1-inch underbody scraper for \$120,094; and (2) approve a \$40,094 transfer within the Capital Equipment budget to cover the cost of the purchase as recommended by Senior Buyer Heidi Dziak and staff.

**Fiscal Impact:** This is a 2017-Board approved Capital Equipment purchase in the amount of \$80,000. The cost of the dump truck is \$120,094, which is \$40,094.00 over budget. The dump truck was underbudgeted in that it failed to include estimates for both the chassis, the dump body and underbody scraper. Funds are available in the 2017 Capital Equipment budget to cover the cost of the purchase.

**Scope of Work:** Furnish and deliver a new five-yard dump truck with underbody scraper.

**Background:** The new dump truck replaces unit 302, a 2000 GMC dump truck that had 46,047 miles and extensive rust. The unit was sold at auction.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Tri-County International Trucks	Dearborn, MI	\$120,094.00
Wolverine Freightliner	Mt. Clemens, MI	\$124,328.00
LaFontaine Ford of Lansing*	Lansing, MI	\$116,390.00

*\*did not meet specifications*

All State of Michigan Contracts are competitively bid.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Randy Rossman, Human Resources Manager  
Subject: Approval – Health Insurance Renewal  
Date: November 2, 2107

### **Action Requested: Motion to Approve**

That the Board of Commissioners' approve the recommended renewal for the 2018 employee and retiree medical and dental insurances as outlined below.

**Fiscal Impact:** The proposed 2018 Metroparks general fund budget includes sufficient funding for this recommendation.

**Background:** Due to a good claims experience over the last renewal period, the Metroparks is facing an overall premium increase of \$58,951 (1.85 percent) to our health insurance program. This overall increase is minimal but with the hard cap increasing by 3.4 percent and the medical plan increasing 3 percent staff was unable to improve the High Deductible Health Plan. In 2017, these deductibles changed from \$1,300 for single coverage, \$2,600 for two-person/family coverage to \$2,000 single coverage, \$4,000 for two-person/family coverage.

**Medical Plan:** Staff recommends no changes to active employees and pre-65 retiree High Deductible Health Plan (HDHP). This plan will have a 3 percent increase in premiums amounting to a \$69,144 annual increase.

**Pre-65 Retiree:** Staff recommends no changes to the pre-65 retiree Community Blue PPO plan. This plan is currently in place for employees who retired prior to February 2013, including those who retired in the negotiated early retirement window. This plan will have a .8 percent increase in premium amounting to a \$2,338 annual increase.

**Medicare Advantage:** Staff recommends no changes to the Medicare Advantage plan for post-65 retirees. This plan has no change in cost.

**Dental Carrier Change:** Staff recommends no change to the employee and retiree dental plan through Blue Cross Blue Shield of Michigan Blue Dental. The plan will have a 12.6 percent decrease or \$30,947 annual savings.

**Vision:** Staff recommends no change to the vision plan through Eye Med. This plan has no change in cost.

**Life and Disability:** Staff recommends no change to the active employee life and disability plan through Lincoln. This plan will have a 11.6 percent increase in premiums amounting to a \$18,416 annual increase.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Rebecca Franchock, Supervisor of Budget and Payroll  
Subject: Approval – 2018 Worker's Compensation Insurance Renewal  
Date: November 2, 2017

### **Action Requested: Motion to Approve**

That the Board of Commissioners' approve renewal of the Worker's Compensation insurance with the Michigan Counties Workers' Compensation Fund (MCWCF) for 2018 for the estimated annual premium amount of \$420,793 as recommended by Rebecca Franchock and staff.

**Fiscal Impact:** The 2018 renewal premium will be included in the 2018 budgeted fringe benefit calculation. The renewal is at the same rate and experience modification factor as 2017.

**Background:** Since Jan. 1, 2013, the Metroparks have participated in the Michigan Counties Workers' Compensation Self-Insured Fund (MCWCF). Full statutory coverage for workers' disability compensation and employers' liability is guaranteed by the Fund through authority granted by the state of Michigan under Chapter 6, Section 418.611, and Paragraph (2) of the Workers' Disability Compensation Act of 1969, as amended.

Although this policy renews unless either party gives 60 days notification of termination, it is consistent with past practice that the Board formally approve renewal at this time.

It should be noted, as members of MCWCF the Metroparks are eligible to receive dividend refunds. The Metroparks have received dividend refunds based on each plan year in the following amounts: 2013 - \$2,970, 2014 - \$8,900, 2015 - \$14,600 and in 2016 \$30,000 is anticipated to be received in the first quarter of 2018.





# HURON-CLINTON METROPOLITAN AUTHORITY

To: Huron-Clinton Metropolitan Authority Board of Commissioners  
 From: Rebecca Franchock, Supervisor of Budget and Payroll  
 Subject: Approval – 2018 Fiduciary Liability Insurance  
 Date: November 2, 2017

## Action Requested: Motion to Approve

That the Board of Commissioners' approve renewing fiduciary liability insurance for the premium amount of \$11,125 with the Johnston Lewis Associates with Chubb Insurance Company for 2018 as recommended by Supervisor of Budgeting and Payroll Rebecca Franchock and staff.

**Fiscal Impact:** The 2018 renewal premium will be included in development of the 2018 budget.

**Background:** Since Jan. 1, 2013, the Metroparks have participated in a self-insured risk pool for property and liability insurance with the Michigan Municipal Risk Management Authority (MMRMA). However, this program does not provide fiduciary liability coverage. To obtain the needed coverage, the Metroparks MMRMA agent sought proposals from the marketplace through Johnston Lewis Associates of Troy, Michigan.

The basic purpose of fiduciary liability insurance is to protect plan sponsors, fiduciaries, trustees and other employees from the defense costs and penalties if they are sued because of fiduciary decisions they have made in the context of their responsibilities with the Metroparks. Generally, this includes any violation of responsibilities, obligations, or duties imposed on fiduciaries as well as acts, errors, or omissions involved in plan administration. This includes the Board of Commissioners, staff and members of the Pension Committee and Retiree Health Care Trust Board.

Results of the proposals are listed below.

### Both carriers proposed:

Each Claim:	\$2,000,000 limit / \$10,000 deductible
Aggregate:	\$2,000,000 limit / \$10,000 deductible
Pending or prior date:	January 1, 1990

### Premium:

Cincinnati Insurance Companies annual premium:	\$10,768
Chubb annual premium:	\$11,125

Although the Cincinnati proposal was \$357 dollars less, the Chubb proposal offered additional coverage on three forms:

- PPA (Pension Protection Act) Civil Money Penalties Endorsement
  - Chubb includes \$250,000 sublimit
  - Cincinnati includes \$50,000 but can increase to \$100,000
  
- Umbrella Sublimit Endorsement
  - Chubb offers an additional \$250,000 limit over the PPA Sublimit of \$250,000 (giving a total of \$500,000 limit)
  - Chubb offers an additional \$250,000 limit over the HIPAA Sublimit of \$250,000 (giving a total of \$500,000 limit)
  - Cincinnati does not offer additional limits
  
- Other Fines, Taxes or Penalties Coverage Endorsement
  - Chubb adds this endorsement to include the following penalties that might not correlate to the PPA or HIPAA
  - Cincinnati does not address these specific fines. It would depend on the situation.

The savings offered by Cincinnati do not appear significant enough to reduce the coverage for the PPA, Umbrella Sublimit and the coverage endorsement for fines, taxes or penalties.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Rebecca Franchock, Supervisor of Budgeting and Payroll  
 Subject: Preliminary 2018 Budget Estimates  
 Date: November 2, 2017

### **Action Requested: Motion to Approve / Receive and File**

That the Board of Commissioners' (1) provide staff direction on the proposed 2018 Budget; and (2) receive and file the Preliminary 2018 Budget estimates as recommended by Rebecca Franchock and staff.

**Background:** The following information is based on the unreviewed preliminary 2018 General Fund annual budget. These numbers have been developed and submitted by district and administrative staff.

During November, the Acting Director, Deputy Director, Human Resources Manager and Finance department staff will hold hearings with each District and Administrative Office department. Based on input from the Board and these hearings a recommended 2018 Budget will be developed and brought back to the Board for approval at the Dec. 14, 2017 meeting.

### **Preliminary Total Expenditures – \$61.7 Million**

The 2018 preliminary General Fund Budget expenditures are up from the 2017 estimated actual expenditure, by \$3.2 million (5.5 percent).

Capital Improvement Projects are budgeted at \$10.8 million. Increasing from the 2017 projected amount of \$9.6 million by \$1.2 million. Of the 31 capital projects funded in the 2018 budget, eight projects represent the construction cost for projects associated with the state of Michigan Storm water, Asset Management, Wastewater grant program.

The design work for these projects will largely be performed with in-house resources and will be eligible for 90 percent reimbursement. Although the design work is expected to be completed in 2018, the construction, which is included in the capital budget at a cost of \$2.4 million, are anticipated to carry over to 2019 for completion.

Three projects are re-budgeted from prior years (\$0.2 million) and seven are planned completion of work that is in progress in 2017 (\$5.0 million). The single most significant carry over capital improvement project is the anticipated completion of the Stony Creek Landing project at Stony Creek Metropark at a cost of \$3.7 million. This 4,000-square foot building replaces an outdated comfort station previously located at the boat launching ramps. In addition to ADA accessible bathroom facilities, the new development includes food service, showers and an outdoor patio overlooking the south end of Stony Lake.

New projects in 2018 include: (1) Development for both the Maple Beach at Kensington and Baypoint Beach at Stony Creek, which are expected to total \$1.1 million; (2) Road replacements at Kensington, which will consist of a complete rebuild is expected to continue at a cost of \$1 million. This work will continue the road replacement that began at the west end of the park in 2017; and (3) Design services for replacements of the Lower Huron and Kensington park offices are included in 2018 at a cost of \$300,000. Construction on these projects is not expected to begin until 2019.

Capital Equipment requests for 2018 is expected to ease by nearly 800,000 from the \$2.8 million projected to be spent in 2017 to \$2.1 million; a 37 percent reduction.

During 2016 and 2017 capital equipment was more than double the average than in previous years. Staff is hopeful that the “catch-up” purchases will not be needed and that the organization is moving into a more stable, predictable, replacement cycle for equipment.

Some of the more significant items included in the capital equipment plan are \$140,000 for a Chipper Truck to be utilized by the Natural Resource Crew, \$140,000 for a self-loading garbage truck for Kensington, \$169,000 for Disaster Recovery Plan equipment and server replacements, \$105,000 for Asset Management Software and equipment funded by the state through the SAW grant program and \$108,000 for a packer truck for Lake St. Clair.

2018 Park Operations expenditure requests (see [Schedule 5](#)) reflect a 3.1 percent increase from the actual projected 2017 expenditures. the 2018 budget requests for part-time wages are up 8.1 percent over 2017 projections. Overtime is projected to decline by \$38,000 (12 percent) as is Outside Services by \$315,000 (14.1 percent).

Looking at park operations by activity, the police department is the largest increase as submitted, increasing by \$325,000 from 4.9 million to \$5.3 million. Dockage is the next most significant increase moving from \$178,000 to \$365,000, an increase of \$187,000. More than \$140,000 of this is related to the Stony Creek Landing project, which is anticipated to open before the end of 2018.

The Administrative Office 2018 expenditures (see [Schedule 6](#)) requests reflect a planned increase of \$1.6 million over estimated 2017 results. A negotiated wage increase, the additional cost of filling vacant positions, a full year of several positions that were new in 2017, as well as funding for engineering staff that was charged to the projects during 2017 account for half of this increase.

Engineering and Planning departments as submitted, combined, have requested \$600,000 in professional services not associated with specific projects. This is an increase of nearly \$500,000 over the amount projected for 2017.

### **Preliminary Total Revenue – \$50.7 Million**

Property Tax Revenue is expected to increase by more than \$438,000. The Metroparks levy was reduced to .2140 per the Headlee Act legislation. This marks the first reduction since the decline in property tax values that began in 2008. Funding for state reimbursement for Personal Property Tax is anticipated to be available to fund the full reimbursement of the budgeted amount of \$1.2 million. Please see [Schedule 1](#) for more detail on the estimation of tax revenue at \$31.1 million.

Operational Park Revenue is detailed on [Schedule 2](#) at \$19.9 million. Fees and charges for 2018 are primarily the same as 2017 with a few minor reductions. Anticipation of a warmer summer is reflected in 10 percent increases in aquatic and marina facility revenues, up \$250,000.

Elimination of the premium fee charged for park entry on special event days results in projection of an \$81,000 decrease. Regular tolling fees reflects a \$108,000 increase. Golf is projected to be relatively flat (up 1.3 percent) overall although individual park courses vary widely in their expectations, from down \$9,500 to up by \$47,000.

Grant revenue is currently projected at zero. Review should result in a correction to these figures.

Please refer to the “**Key Factors**” section to find more detail of revenue and expenditures.

**Attachments:**

1. **Detail of Preliminary 2018 Budgeted Revenue and Expenditures compared to 2017 Initial Budget, 2017 Estimated Revenue and Expenditures.**

**Schedule 1:** Tax Levy Revenue Computation

**Schedule 2:** Park Operating Revenue, 2018 Budgeted to 2017 Projected  
A: By Cost Center

**Schedule 3:** Capital Improvement Projects  
A: Re-budgeted projects from 2017  
B: Work in Progress Projects  
C: New Projects

**Schedule 4:** Major Maintenance Projects Summary and Detail  
A: Details

**Schedule 5:** Park Operating Expenses, 2018 Budgeted to 2017 Projected  
A: Park Operating Expenses by Account

**Schedule 6:** Administrative Comparison by Account

2. **Key Factors:** Brief overview of Revenue and Expenditures



**Huron-Clinton Metropolitan Authority  
2018 Budget**

	<b>2016 Actual</b>	<b>2017 Initial Budget</b>	<b>2017 Estimated</b>	<b>2018 Budget</b>
<b><u>Revenues</u></b>				
Taxes (Schedule 1)	\$ 29,246,498	\$ 29,932,724	\$ 30,723,300	\$ 31,146,230
Park Operations (Schedule 2)	20,250,609	19,809,193	19,576,561	19,940,753
Interest Income	287,928	250,000	142,100	250,000
Sale of Capital Assets	319,165	270,000	642,420	250,000
Grants	76,182	802,990	1,005,000	-
Gifts/Donations	10,915	200,000	111,035	50,000
Miscellaneous	339,905	22,375	300,700	37,375
<b>Total Budgeted Revenues</b>	<b>\$ 50,531,202</b>	<b>\$ 51,287,282</b>	<b>\$52,501,116</b>	<b>\$ 51,674,358</b>
<b><u>Expenditures</u></b>				
Capital Improvements (Schedule 3)	4,159,886	11,017,919	9,562,940	10,777,120
Equipment	3,089,427	3,414,100	2,834,335	2,061,745
Land Acquisition	5,056	-	-	-
Major Maintenance (Schedule 4)	1,926,211	4,082,813	2,481,339	2,557,500
Administrative Office (Schedule 6)	7,371,708	9,317,387	9,791,361	11,404,740
Park Operations (Schedule 5)	32,622,292	34,265,859	33,853,376	34,933,811
<b>Total Budgeted Expenditures</b>	<b>\$ 49,174,580</b>	<b>\$ 62,098,078</b>	<b>\$58,523,351</b>	<b>\$ 61,734,916</b>
<b>Budget Revenue over (under) Expenditures</b>	<b>\$ 1,356,622</b>	<b>\$ (10,810,796)</b>	<b>\$ (6,022,235)</b>	<b>\$ (10,060,558)</b>
<b>Fund Balance at Beginning of Year</b>	<b>\$39,574,836</b>	<b>\$40,931,458</b>	<b>\$40,931,458</b>	<b>\$34,909,223</b>
<b>Fund Balance at End of Year</b>	<b>\$40,931,458</b>	<b>\$30,120,662</b>	<b>\$34,909,223</b>	<b>\$24,848,665</b>

**HURON CLINTON METROPARK AUTHORITY**  
**2017 TAX LEVY COMPUTATION-REVENUE**  
**2018 - [Schedule 1](#)**

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<b>COUNTY</b>	<b>TAX VALUES 2017</b>	<b>HCMA 1/4 MILL LEVY (.00025)</b>	<b>HCMA REDUCED TAX REVENUE (0.0002140)</b>	<b>EST. WRITE OFF DUE TO TAX NEGATIVE ADJUSTMENTS</b>	<b>HCMA EST. LEVY TO BE COLLECTED</b>
<b>LIVINGSTON</b>	\$8,462,736,318	\$2,115,684	\$1,811,026	(\$35,000)	\$1,776,026
<b>MACOMB</b>	\$25,973,604,842	\$6,493,401	\$5,558,351	(\$25,000)	\$5,533,351
<b>OAKLAND</b>	\$54,650,075,947	\$13,662,519	\$11,695,116	(\$300,000)	\$11,395,116
<b>WASHTENAW</b>	\$15,798,526,358	\$3,949,632	\$3,380,885	(\$80,000)	\$3,300,885
<b>WAYNE</b>	\$38,742,298,614	\$9,685,575	\$8,290,852	(\$350,000)	\$7,940,852
<b>TOTAL</b>	<b>\$143,627,242,079</b>	<b>\$35,906,811</b>	<b>\$30,736,230</b>	<b>(\$790,000)</b>	<b>\$29,946,230</b>

**Huron-Clinton Metropolitan Authority**  
**2018 Park Operating Revenue**  
**Schedule 2**

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	<b>2016</b>	<b>2017</b>	<b>2017</b>	<b>2018</b>
	<b>Actual</b>	<b>Initial Budget</b>	<b>Estimated Revenue</b>	<b>Proposed Budget</b>
Administrative Office	\$ 262,617	\$ 234,275	\$ 290,945	\$ 331,656
Lake St Clair	2,472,406	2,468,150	2,334,864	2,417,123
Kensington	4,588,742	4,284,308	4,768,632	4,676,249
Lower Huron	3,090,420	3,065,280	2,785,631	2,922,955
Hudson Mills	1,087,932	1,065,488	1,118,536	1,127,042
Stony Creek	4,182,991	4,227,482	4,198,876	4,313,939
Lake Erie	1,775,206	1,783,025	1,703,886	1,748,800
Wolcott Mill	630,199	605,600	264,762	269,200
Indian Springs	1,248,302	1,191,978	1,198,988	1,216,079
Huron Meadows	911,794	883,607	911,441	917,710
	<u>\$ 20,250,609</u>	<u>\$ 19,809,193</u>	<u>\$ 19,576,561</u>	<u>\$ 19,940,753</u>

**Huron-Clinton Metropolitan Authority**  
**2018 Park Operating Revenue by Cost Center**  
**Schedule 2 A**

	<b>2016</b>	<b>2017</b>	<b>2017</b>	<b>2018</b>
	<b>Actual</b>	<b>Initial Budget</b>	<b>Estimated Revenue</b>	<b>Proposed Budget</b>
Outside Lease/Rental	\$ 130,127	\$ 130,675	\$ 136,300	\$ 136,451
Pool	648,380	661,900	529,751	594,200
Waterpark	958,959	934,000	816,700	912,000
Spray Zone	274,387	244,997	226,192	241,870
Ripslide	202,925	185,000	138,258	166,000
Beach	72,137	69,900	51,216	63,421
Dockage/Boat Storage	394,197	376,050	377,397	422,200
Boat Rental	476,722	485,524	433,827	468,604
Excursion Boat	10,842	50,000	54,710	54,000
Plaza Concession	6,256	5,200	7,287	9,000
Cross-Country Skiing	34,339	55,100	17,810	50,060
Tolling	9,167,954	9,026,490	9,348,947	9,456,605
Family Camping	46,670	47,550	52,237	51,675
Group Camping	27,251	24,352	24,410	25,798
Activity Center Rental	245,014	217,500	220,796	232,000
Mobile Stage	18,100	16,200	20,600	16,800
Shelter Reservations	377,988	292,575	362,100	369,900
Golf Course	5,604,020	5,478,807	5,116,416	5,185,470
Par 3/Foot Golf	91,533	88,050	51,012	54,650
Disc/Adventure Golf	199,653	202,337	204,887	228,695
Adventure Course	12,000	12,000	12,000	30,000
Trackless Train	9,060	10,000	6,158	8,000
Special Events	275,531	224,500	138,584	57,550
Interpretive/Mill	186,843	216,313	211,937	217,565
Farm Learning Center	350,959	336,800	360,959	357,200
Mobile Learning Center	42,041	35,500	41,068	39,600
Environmental Discover Center	105,767	108,378	107,737	106,819
General	83,558	72,800	306,319	183,925
Joint Governmental Maintenance	197,395	200,695	200,946	200,695
	<u>\$ 20,250,608</u>	<u>\$ 19,809,193</u>	<u>\$ 19,576,561</u>	<u>\$ 19,940,753</u>



**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget Estimates**  
**Capital Improvement Projects**  
**Schedule 3**

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	<b>2017 Rebudgeted Projects (4) (Schedule A)</b>	<b>2018 New Projects (20) (Schedule C)</b>	<b>2017 In Progress Projects (7) (Schedule B)</b>	<b>2018 Total Projects (31)</b>
Lake St. Clair	\$ 106,100	\$ 1,450,000	\$ -	\$ 1,556,100
Kensington	-	2,185,200	280,000	2,465,200
Lower Huron	-	630,000	300,000	930,000
Hudson Mills	-	320,000	-	320,000
Stony Creek	-	600,000	4,430,000	5,030,000
Lake Erie	175,820	25,000	-	200,820
Wolcott Mill	30,000	165,000	-	195,000
Indian Springs	-	-	-	-
Huron Meadows	-	80,000	-	80,000
Administration Office	-	-	-	-
<b>Totals</b>	<b>\$ 311,920</b>	<b>\$ 5,455,200</b>	<b>\$5,010,000</b>	<b>\$10,777,120</b>

**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget - Capital Improvement Projects**  
**Projects Rebudgeted from 2017 (4)**  
**Schedule 3-A**

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**PROJECT**

**AMOUNT**

**REMARKS**

**LAKE ST. CLAIR**

- |                            |        |   |
|----------------------------|--------|---|
| 1. North Marsh Fencing     | 25,000 | Fencing to clarify boundaries.  |
| 2. Accessible Fishing Dock | 81,100 | This project creates an accessible fishing site in the marshlands. The next closest accessible site is more than 36 miles away. |

**LAKE ERIE**

- |   |         |  |
|---|---------|--|
| 1. Pool Drain System Modifications at Wave Pool | 175,820 | This is a regulatory item required by the State of Michigan. |
|---|---------|--|

**WOLCOTT MILL**

- |                         |        |   |
|-------------------------|--------|---|
| 1. Farmland Restoration | 30,000 | This project continues the conversion of farmland to natural areas improving the watershed environment. It is grant funded. |
|-------------------------|--------|---|

<b>TOTAL PROJECTS REBUDGETED FROM 2017 (4)</b>	<b>\$311,920</b>	
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**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget - Capital Improvement Projects**  
**2017 Work In Progress Projects (7)**  
**Schedule 3-B**

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<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
<b><u>KENSINGTON</u></b>		
1 East Hike Bike Trail Wall Replacement	\$230,000	Removal and replacement of failing retaining wall along the eastern hike bike trail
2 Shoreline RipRap along Route 5	50,000	Completion of Rip Rap replacement to ensure shoreline integrity
<b><u>LOWER HURON</u></b>		
1 Dam Control Level Structure Reconstruction at Washago Pond	300,000	Repair control level structure to prevent potential loss of pond and safety of downstream area
<b><u>STONY CREEK</u></b>		
1 26 Mile Road Bridge Work	400,000	This project includes construction and rehab of bridge deck, associated bike lane, structural analysis and potential related repairs.
2 Sewer Line Redevelopment at Lake	275,000	Replace sewer line under lake. To be funded by SAW Grant
3 Stony Creek Landing Redevelopment	3,700,000	Finish work on improved amenities for public
4 Water & Gas Line Improvements from SC Landing to Eastwood Beach	55,000	Extend lines to SC Landing and Beach area to eliminate use of propane
<b>TOTAL 2017 WORK IN PROGRESS PROJECTS (7)</b>	<b>\$5,010,000</b>	

**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget - Capital Improvement Projects**  
**2018 New Projects (20)**  
**Schedule 3-C**

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<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
<b><u>LAKE ST. CLAIR</u></b>		
1 Sanitary Sewer Rehabilitation	\$ 800,000	This project funds the construction for rehabilitating the sanitary sewer at Lake St. Clair. The design for the project, which is eligible for 90% reimbursement through a state grant program will be performed with in-house resources and is not included in the current capital budget.
2 Stormwater Improvements	480,000	This project funds the construction for stormwater management development. The design for the project, which is eligible for 90% reimbursement through a state grant program will be performed with in-house resources and is not included in the current capital budget.
3 Interior Renovations to Nature Center	60,000	This Lake St. Clair Nature Center project will develop a habitat wall with aquariums and interactive components. A central focal turtle exhibit will also be developed. This work is partially funded by a DNR Recreation passport Grant up to \$45,000.
4 Vehicle Hoist Replacement at Maintenance Area	60,000	This project replaces a failed vehicle hoist in the maintenance area for Lake St. Clair providing safe, efficient facilities for park staff.
5 Sanitary Pump Station No. 1 Replacement	50,000	This project funds the complete replacement of the sanitary pump station. The design for the project, which is eligible for 90% reimbursement through a state grant program will be performed with in-house resources and is not included in the current capital budget.
<b><u>KENSINGTON</u></b>		
1 Road Reconstruction Parkwide	1,000,000	This project continues the full reconstruction of an additional segment of park road on the west side of Kensington Metropark.
2 Develop Comfort Station at Maple Beach	500,000	This project covers construction for phase one of the design work that done in 2017. This phase includes adding van accessible parking, accessible walkway to beach, a restroom facility and accomodation for food trucks and tents.

**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget - Capital Improvement Projects**  
**2018 New Projects (20)**  
**Schedule 3-C**

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<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
3 Sanitary Sewer Connection from Service Area to Farm	485,200	The design for the project, which is eligible for 90% reimbursement through a state grant program will be performed with in-house resources and is not included in the current capital budget. This project funds the construction for replacing pump station.
4 Design Services for New Park Office	150,000	This project includes architectural and engineering design service for replacement of the Kensington park office. The construction is planned to be scheduled in 2020.
5 Nature Center Parking Lot Reconstruction	50,000	This project funds the construction for redeveloping the parking lot which includes implementing a storm water management system. The design for the project, which is eligible for 90% reimbursement through a state grant program will be performed with in-house resources and is not included in the current capital budget.

**LOWER HURON/WILLOW**

1 Stormwater Improvements at Willow Service Yard	320,000	This project funds the construction for implementing a storm water management system in the Willow service Yard. The design for the project, which is eligible for 90% reimbursement through a state grant program will be performed with in-house resources and is not included in the current capital budget.
2 Design Services for new exhibits at Nature Center	160,000	This project includes hiring a consultant to develop a theme for interpretive exhibits centered on Native Americans and French fur traders that utilized the Huron River as a transportation corridor at Oakwoods Nature Center. Grant funding from the Michigan Humanities Council has been applied for.
3 Design Services to replace and relocate Park Office	150,000	This project includes architectural and engineering design service for replacement of the Kensington park office. The construction is planned to be scheduled in 2019.

**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget - Capital Improvement Projects**  
**2018 New Projects (20)**  
**Schedule 3-C**

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<u>PROJECT</u>	<u>AMOUNT</u>	<u>REMARKS</u>
<b><u>HUDSON MILLS</u></b>		
1 Stormwater Improvements at Golf Course	200,000	This project funds the construction for implementing a storm water management system in the Willow Golf Course Maintenance Yard. The design for the project, which is eligible for 90% reimbursement through a state grant program will be performed with in-house resources and is not included in the current capital budget.
2 Replace Tollbooth at Park Entrance	120,000	Replacing an outdated toll booth with the current design.
<b><u>STONY CREEK</u></b>		
1 Develop Comfort Station at Baypoint Beach	600,000	This project covers construction for phase one of the design work that done in 2017. This phase includes adding accessible walkway to beach, a restroom facility and turf and irrigation improvements.
<b><u>LAKE ERIE</u></b>		
1 Storm Detection System at Golf Course	25,000	This project replaces a failed lightning detection warning system at the Golf Course.
<b><u>WOLCOTT MILL</u></b>		
1 Redevelop Playground at Farm Center	85,000	This work augments and replaces wooden play structures to comply with current playground safety standards.
2 Standby Generator at Farm Center	80,000	Provide a safe, reliable power source for the dairy barn interpretive program at Wolcott Mill.
<b><u>HURON MEADOWS</u></b>		
1. Demolish Quonset Huts (5 buildings)	80,000	With the recent completion of the maintenance building these failing structures are no longer needed.
<b>TOTAL 2018 NEW PROJECTS (20)</b>	<b><u><u>\$5,455,200</u></u></b>	

**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget Estimates**  
**Major Maintenance Projects**  
**Schedule 4**

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<b>Location</b>	<b>2017 Budget (101)</b>	<b>2018 Budget (61)</b>
Lake St Clair	\$ 934,000	\$ 163,000
Kensington	316,000	486,000
Lower Huron	663,000	1,027,500
Hudson Mills	189,000	262,000
Stony Creek	949,000	160,000
Lake Erie	356,000	120,000
Wolcott Mill	113,000	195,000
Indian Springs	192,000	94,000
Huron Meadows	41,500	50,000
Engineering/General Planning	329,313	-
<b>Total Major Maintenance Projects</b>	<b>\$ 4,082,813</b>	<b>\$ 2,557,500</b>

**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget Estimates**  
**Significant Major Maintenance Projects**  
**Schedule 4-A**

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LAKE ST. CLAIR (7)

1 Spot Repairs to Boardwalk	\$30,000	
2 Parking Lot Striping-Old Section	30,000	
3 Vegetation Management	30,000	
4 Other projects under \$30,000	<u>73,000</u>	\$163,000

KENSINGTON (8)

1 Hike Bike Trail Overlay	\$150,000	
2 Concrete Repairs and Maintenance Cleaniing at Dam	150,000	
3 Decking Repairs along I-96	60,000	
4 Vegetation Management	60,000	
6 Other projects under \$30,000	<u>66,000</u>	\$486,000

LOWER HURON (21)

1 Resurface Tennis Courts at Woods Creek	\$210,000	
2 Road Overlay - Oakwoods	150,000	
3 Marsite Replacement - Turtle Cove	100,000	
4 Replace two Boilers - Willow Pool	80,000	
5 Shoreline Stabilization - East Bend-Lower Huron	60,000	
6 Replace Tile in Comfort Stations - Multiple Locations-Lower Huron	50,000	
7 General Aquatic Repairs - Turtle Cove	37,000	
8 Vegetation Management - Lower Huron	35,000	
9 Vegetation Management - Willow	35,000	
10 Vegetation Management - Oakwoods	30,000	
11 Replace Doors at Multiple Locations - Lower Huron	30,000	
12 Erosion Control Planning at North Fishing Site - Lower Huron	30,000	
13 Replace Globe Light Poles - Willow Pool	30,000	
14 Other projects under \$30,000	<u>150,500</u>	\$1,027,500

HUDSON MILLS (6)

1 Road Overlay	\$150,000	
2 Vegetation Management	35,000	
3 Other projects under \$30,000	<u>77,000</u>	\$262,000

STONY CREEK (6)

1 Vegetation Management	\$55,000	
2 Remove Dilapidated Trail Walkways - Nature Center	30,000	
3 Replace Refrigeration & Compressors - Eastwood Beach	30,000	
4 Other projects under \$30,000	<u>45,000</u>	\$160,000

LAKE ERIE (4)

1 General Aquatic Repairs - Pool	\$50,000	
2 Vegetation Management	30,000	
3 Other projects under \$30,000	<u>40,000</u>	\$120,000



**HURON-CLINTON METROPOLITAN AUTHORITY**  
**Preliminary 2018 Budget Estimates**  
**Significant Major Maintenance Projects**  
**Schedule 4-A**

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WOLCOTT (4)

1	Replace Fire Supression Pump and Piping - Historic Center	\$100,000	
2	Replace Deck Boards on two Bridges - Historic Center	\$60,000	
3	Other projects under \$30,000	35,000	\$195,000
		<hr/>	

INDIAN SPRINGS (3)

1	HVAC Control System Replacement - EDC	\$49,000	
2	Vegetation Management	35,000	
3	Other projects under \$30,000	10,000	\$94,000
		<hr/>	

HURON MEADOWS (2)

1	Vegetation Management	\$35,000	
2	Other projects under \$30,000	15,000	\$50,000
		<hr/>	

<b>TOTAL 2018 Major Maintenance Projects (61)</b>			<b>\$2,557,500</b>
			<hr/> <hr/>

**Huron-Clinton Metropolitan Authority**  
**Comparison of Park Operating Expense**  
**2018 - Schedule 5**

<b>Location</b>	<b>2016 Actual</b>	<b>2017 Initial Budget</b>	<b>2017 Estimated Expenditures</b>	<b>2018 Proposed Budget</b>
Lake St. Clair	\$ 4,045,798	\$ 4,324,484	\$ 4,346,803	\$ 4,508,004
Kensington	6,792,494	6,906,369	6,955,207	7,236,714
Lower Huron	6,142,630	6,660,806	6,575,793	6,324,246
Hudson Mills/ Dexter/ Delhi Metroparks	2,525,080	2,652,306	2,574,646	2,853,308
Stony Creek Metroparks	5,041,688	4,884,163	4,923,205	5,200,595
Lake Erie Metropark	3,263,730	3,834,095	3,772,630	3,999,377
Wolcott Metropark	1,790,519	1,900,950	1,545,225	1,555,204
Indian Springs Metropark	1,972,292	2,060,649	2,081,403	2,130,722
Huron Meadows Metropark	1,022,826	1,016,537	1,054,809	1,100,141
Administrative Office Park Operations	25,235	25,500	23,655	25,500
	<u>\$ 32,622,292</u>	<u>\$ 34,265,859</u>	<u>\$ 33,853,376</u>	<u>\$ 34,933,811</u>

**Huron-Clinton Metropolitan Authority**  
**Park Operations Comparison by Account Type**  
**2018 - Schedule 5-A**

	<b>2016</b>	<b>2017</b>	<b>2017</b>	<b>2018</b>
	<b>Actual</b>	<b>Initial Budget</b>	<b>Estimated</b>	<b>Proposed Budget</b>
Full Time Wages	\$ 9,303,961	\$ 9,478,344	\$ 9,363,460	\$ 9,696,760
Full Time Overtime	363,974	259,171	267,965	234,600
Full Time Benefits Paid To Employees	708,799	593,763	588,714	725,924
Full Time Benefits Paid For Employees	5,677,558	6,159,636	6,567,994	6,684,567
Part Time Wages	6,891,665	7,571,447	7,057,179	7,681,691
Part Time Overtime	85,985	82,550	85,019	80,590
Part Time Benefits Paid To Employees	3,011	4,815	4,913	5,030
Part Time Benefits Paid For Employees	702,233	698,158	675,422	707,721
<b>Total Personnel Services</b>	<b>\$ 23,737,185</b>	<b>\$ 24,847,884</b>	<b>\$ 24,610,666</b>	<b>\$ 25,816,883</b>
Operating Supplies	1,751,130	1,558,638	1,672,653	1,626,638
Maintenance Materials	74	600	80	400
Tools/Equipment	961,996	1,159,239	1,083,461	1,085,404
Chemicals	391,781	479,950	435,866	465,100
Equipment Fuel/Mileage	418,978	487,350	451,123	484,700
Uniforms	104,708	101,285	94,727	101,755
Resale Merchandise	538,357	556,559	533,083	560,452
Professional Services	589	0	280	0
Outside Services	2,221,354	2,371,442	2,551,755	2,236,920
Insurances	582,609	609,995	594,315	622,034
Utilities	1,745,361	1,903,617	1,664,749	1,733,448
Rents/Leases	75,417	82,239	75,922	91,631
Postage/Shipping	7,565	8,400	5,603	7,500
Miscellaneous	0	200	0	300
Memberships	11,616	17,013	15,026	18,124
Employee Development	58,941	80,948	56,873	82,022
Over/Under	70	0	6,694	0
Inventory Gain/Loss on Adjustment	14,559	500	500	500
	<b>8,885,107</b>	<b>9,417,975</b>	<b>9,242,710</b>	<b>9,116,928</b>
<b>Total Administrative</b>	<b>\$ 32,622,292</b>	<b>\$ 34,265,859</b>	<b>\$ 33,853,376</b>	<b>\$ 34,933,811</b>

**Huron-Clinton Metropolitan Authority**  
**Administrative Office Comparison by Account Type**  
**2018 - Schedule 6**

	<b>2016 Actual</b>	<b>2017 Initial Budget</b>	<b>2017 Estimated</b>	<b>2018 Proposed Budget</b>
Full Time Wages	\$ 3,196,445	\$ 3,764,256	\$ 4,197,838	\$ 4,707,163
Full Time Overtime	6,006	5,975	5,500	4,000
Full Time Benefits Paid To Employees	194,388	197,448	225,132	295,842
Full Time Benefits Paid For Employees	1,634,292	2,043,578	2,558,794	2,724,180
Part Time Wages	405,102	504,905	362,247	454,661
Part Time Overtime	465	1,200	100	1,000
Part Time Benefits Paid For Employees	33,193	40,732	29,257	36,866
<b>Total Personnel Services</b>	<b>\$ 5,469,891</b>	<b>\$ 6,558,094</b>	<b>\$ 7,378,868</b>	<b>\$ 8,223,712</b>
Operating Supplies	493,832	730,900	627,345	452,795
Maintenance Materials	0	2,500	0	2,500
Tools/Equipment	278,965	128,948	166,992	173,846
Chemicals	5,531	4,150	6,073	6,150
Equipment Fuel/Mileage	27,057	63,980	42,413	68,230
Uniforms	6,446	7,652	6,901	11,603
Professional Services	40,094	348,500	139,150	600,000
Outside Services	714,046	983,755	1,030,930	1,385,427
Insurances	132,391	139,090	133,323	145,500
Utilities	94,832	93,726	102,123	117,798
Rents/Leases	21,358	41,210	32,400	42,235
Postage/Shipping	11,924	19,148	12,700	12,070
Miscellaneous	12,362	9,000	9,875	9,000
Memberships	16,401	30,900	28,481	25,270
Employee Development	46,581	155,834	73,787	128,604
	<u>1,901,817</u>	<u>2,759,293</u>	<u>2,412,493</u>	<u>3,181,028</u>
<b>Total Administrative</b>	<b>\$ 7,371,708</b>	<b>\$ 9,317,387</b>	<b>\$ 9,791,361</b>	<b>\$ 11,404,740</b>

## 2018 PRELIMINARY BUDGET ESTIMATES KEY FACTORS

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### REVENUES – \$51.7 Million

#### **Tax Revenues – \$31,146,230**

- Millage rate reduced to .2140 mills for the first time in over a decade.
- “Net” tax revenues estimated at \$29,946,230 (see [Schedule 1](#)), this is an increase of \$210,864 from the 2016 budgeted tax revenue of \$29,021,860.
- Taxable values increased in all five counties.
- State of Michigan reimbursement is expected to total \$1.2 million
- 2018 budgeted tax revenue reflects an anticipated increase of less than 1.4 percent in revenue.

#### **Park Operating Revenues – \$19,940,753**

- 2018 Park Operating revenues are projected at \$19.9 million – An increase of less than 2 percent over the 2017 Revenue Projections of \$19.6 million. (See [Schedule 2](#)) 2018 Board approved fees remain at the 2017 rates for most activities.

#### **Interest Income – \$150,000**

- Interest has started to rise slightly.
- Investable balances will continue to decrease due to cumulative impact of tax revenue declines and increased expenditures addressing deferred major maintenance and capital improvement work.

#### **Sale of Capital Assets – \$250,000**

- 2018 Capital Equipment purchases remain high (in excess of \$2 million) and should produce a significant amount of revenue from the sale of surplus equipment. The current budget estimate is conservative.
- This amount does not include any estimate of potential revenue relating to the sale of surplus golf carts. A replacement fleet is planned at Hudson Mills Golf Course.

#### **Grants – \$0**

- Further review should result in a significant amount of grant revenue to be recognized in 2018. Specifically funding from the state of Michigan for Storm water, Asset Management and Wastewater grants should be earned in 2018.

#### **Donations – \$50,000**

- It is anticipated that the fund development program initiated in 2014 will produce more than this amount once further review is completed.

**EXPENDITURES – \$61.7 Million**

**Capital Improvements – \$10,777,120**

- See [Schedule 3](#) and attached [Schedules A, B and C](#) for detail of the 31 capital improvement projects listed for 2018.
- Four (4) projects are being re-budgeted from 2017 at a cost of \$311,920. Projects are detailed on [Schedule A](#).
- Twenty (20) projects that were begun in 2017 are anticipated to have additional work needed in 2018 for completion at a cost of \$5,455,200. These projects are detailed on [Schedule B](#).
- Seven (7) new projects are requested for funding at \$5,010,000. These projects are detailed on [Schedule C](#).

**Equipment – \$2,061,745**

- Major equipment purchases as requested have reduced by nearly \$800,000 (6 percent) from the original 2016 budget.
- \$140,000 for a chipper truck for the Natural Resource Crew.
- \$140,000 for a self-loading garbage truck for Kensington.
- \$108,000 for a packer truck for Lake St. Clair.
- \$169,000 for IT equipment to develop a remote-site disaster recovery location and server replacements.
- \$105,000 for equipment and software to an Asset Management system partially funded by a state grant.
- Due to the increase in capitalization policy in 2015, replacement golf carts are not included in this area. These items are now included in the park operations expenditure totals.

**Land Acquisition – \$0**

- There is no funding included in this initial budget request.

**Major Maintenance – \$2,557,500**

- The number of projects as well as the cost of those projects has decreased significantly in 2018 as compared to the 2017.
- Of the 61 projects planned for 2018, some of the more significant projects include:
  - Hike-Bike Trail Overlay at Kensington (\$150,000);
  - Tennis Court Resurfacing at Lower Huron (\$210,000);
  - Road Overlay at Hudson Mills (\$150,000); and
  - The addition of a fire suppression pump and piping at the Historic Center at Wolcott Mill (\$100,000).
- All projects are detailed on [Schedule 4](#).

**Park Operations – \$34,933,811**

- Total 2018 budgeted Park Operations is up nearly \$1.1 million (3.2 percent) from 2017 estimated expenditures of \$33,853,376 (see [Schedule 5 and 6](#) for detail).
- Full-time wages are requested to increase by \$333,300 (3.6 percent) from the estimated 2017 total.
  - This reflects the negotiated two percent wage increase agreed to in the employee bargaining agreements, and a full year of positions that were vacant for portions of 2017.
- Part-time wages are projected to increase by over \$624,512 (8.8 percent). This is by far the largest increase of any category.
  - This also reflects the fourth straight year of significant increases in this area. 2015 actual part time wages in operations totaled \$5,760,654.
  - The estimated 2017 total is \$7,057,179 – a 23 percent increase from just two years earlier.
  - Staff was given direction to keep part time hours stable. With part-time rates increasing at only 4 percent there will need to be significant review of the submitted hours.
- Staff was directed to project wages based on hours budgeted in 2017 utilizing the 2018 rates and fringe benefits.
- Non-wage accounts totaling \$9.1 million are reflecting a decrease overall of \$125,782 as compared to 2017 estimated expenses of \$9.2 million.
- The biggest decrease is in professional services. This area has been used heavily over the last several years as deferred maintenance on aging facilities has been addressed.

**Administrative Office – \$11,404,740**

- Total 2018 requested Administrative Office expenditure budget represents a \$1.6 million increase from 2017 projected expenditures of \$9,791,361 (see [Schedule 7](#) for detail).
- In 2017, the work of the Natural Resources Crew no longer charged where they worked throughout the parks. Instead this expense is now part of the Administrative Office – Natural Resources department expenditures resulting in an increase of more than \$500,000.
- Increases due to several new positions from 2017 being filled for a full year in 2018 as well as an anticipated full year of several positions that are currently vacant.
- New and newly filled full time positions include:
  - Director (currently vacant);
  - Chief Financial Officer (currently vacant);
  - Media Relations (currently vacant);
  - HR Generalist (new for 2017);
  - Golf Services Manager (new for 2017);
  - Community Outreach (new for 2017); and
  - IT Assistant Manager (new for 2017).
- Professional Services and Outside Services will need further review as they have increased by more than \$800,000 between the two accounts.
- Employee Development is projected to increase by more than \$55,000 (74.3 percent)







## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Hilary Simmet, Marketing/Media Specialist  
 Subject: Report – Marketing, Media and Community Outreach Update  
 Date: November 2, 2017

### **Action Requested: Motion to Receive and File**

That the Board of Commissioners receive and file the Marketing, Media and Community Outreach update as presented by Marketing/Media Specialist Hilary Simmet.

**Background:** The main goals for Marketing, Media and Outreach are to increase awareness of the Metroparks and drive revenue. As the marketing team has begun to form, it's valuable to review what has occurred in 2017 and its plans for 2018, as well as budget appropriately for these efforts.

In 2017, small inroads were made to increase marketing opportunities.

- Billboard and online advertising was introduced.
- Facebook boosted posted use were used to increase event/program awareness.
- Email marketing was increased with weekly golf emails and event reminder emails.
- Community event participation increased (health fairs, expos, fairs and festivals).
- Outreach increase through chamber event attendance and providing presentation opportunities to groups, companies and churches.

In 2018, staff would like to continue the momentum through current 2017 channels, but also introduce additional marketing opportunities:

- Create a radio campaign to build awareness of the Metroparks.
- Add billboards to all five counties.
- Increase boosted (paid) posts on social media to drive more engagement and followers.
- Utilize community partner email marketing to share our messages, news and events.
- Target new community events to participate in, in locations previously untapped.
- Provide outreach opportunities at the parks for targeted groups.
- Increase presentation opportunities to companies, clubs and churches.

Additionally, long-term planning and goals are formulating for a three to five-year Marketing Plan.

**Attachment: Marketing, Media and Outreach Update**





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## Marketing, Media & Outreach



# 2017 Review & 2018 Goals

## 2017

- Utilized new advertising platforms
  - Digital, billboard, radio
- Increased outreach events
- Increased chamber participation
- Created consistent newsletter and email marketing
- Updated media monitoring to include radio and online

## 2018

- Increase marketing platforms to drive revenue and awareness
- Create marketing campaigns for targeted advertising
- Increase targeted outreach utilizing chamber networking
- Increase traffic to website through social media and digital marketing
- Increase email marketing
- Create consistent look and feel for advertising materials



# Paid Media - Print

2017



2018

- Print campaign to promote specific amenities, events/programs and parks
- Current print media to be continued
  - MI Trails
  - Michigan Ride
  - Metro Detroit Weddings
  - Michigan Links
  - Metro Parent Fun Guide
- New print media
  - Gazette
  - MidWest Living
  - Neighborhood publications



# Paid Media - Digital

## 2017

- Metro Parent Website – 12 months of ads
- MI Ride Website – 1 ad for 12 months
- MI Trails Website – 1 ad for 12 months



## 2018

- Online campaign to promote specific amenities, events/programs and parks
- Current digital media to be continued
  - Metro Parent
  - MI Ridge
  - MI Trials
- New print media
  - Oakland County Moms
  - Detroit Hour E-Blasts
  - Cinema Advertising
  - Neighborhood Seen
  - Fun Guides



# Paid Media - Radio

## 2017

- 2018 Annual Passes Available: Beasley Media – WRIF & BOUNCE



- Heritage Holiday: Radio First - Q Country



## 2018

- On air campaign to promote specific amenities, events/programs and parks
- Proposals being reviewed from various radio stations
  - Cumulus – AM, FM
  - Beasley Media
  - Ann Arbor Radio
  - CBS





# Paid Media – Billboards

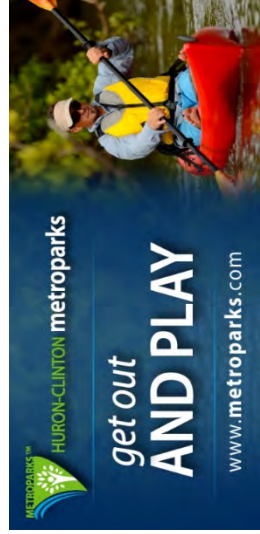
## 2017

- Triple Media Billboard – 75 & Auburn Rd. – 4 months with 3 ads/month



## 2018

- Multi-month campaign in all five counties to promote parks, events/programs, amenities
- Proposals being reviewed from Outfront Media and Adams Outdoor Advertising







# Social Media

## 2017

- Increased activity, followers, engagement, and traffic on all social media channels
- Increased use of paid (boosted) posts
- Designated post days to highlight “Reasons Why We Love Our Parks” and “History”



## 2018

- Increase paid (boosted) posts
- Utilize video on social media – quick, catchy, informative and fun
- Increase traffic directed to website
- Designated post days for “Tip Tuesday” and “Video Thursday”



# Other Marketing & Media

## 2017

- Continued
  - Quarterly Newsletter
  - Press Releases
- New
  - Weekly Golf Email (August – October)
  - Event Specific Emails
  - Weekly Event Reminder Email
  - Chamber Event Calendars
  - Community Event Calendars

## 2018

- Continued
  - Quarterly Newsletter
  - Press Releases
  - Weekly Golf Email
  - Event Specific Emails
  - Weekly Event Reminder Email
  - Chamber Event Calendars
  - Community Event Calendars
- New
  - Partnership Publications
  - Video Emails



# Community Outreach

## 2017

- Total Community Events – 60
  - Paid Festivals & Expos
  - In Kind Events (Festival & Expos)
  - Health Fairs
  - Parades
- Total Park Events – 20
  - Fireworks
  - Grand Openings
  - Michigan Philharmonic Concerts
  - Art Fair
  - Flash Mob
  - Clydesdales at Kensington
  - Heritage Holidays
  - Foundation Golf Outing
  - Senior Day

## 2018

- Community Events – 80
  - Paid Festivals & Expos
  - In Kind Events (Festivals & Expos)
  - Health Fairs
  - Chamber Booths
  - Presentations (Chambers, Rotary Clubs, Churches, etc.)
- Park Events – 18
  - Fireworks
  - Michigan Philharmonic Concerts
  - Art Fairs
  - Clydesdales at Kensington
  - Old School Picnic
  - Heritage Holidays
  - Foundation Golf Outing
  - Senior Day
  - Nine, Wine & Dine
  - Radio Partner Events





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Rebecca Franchock, Supervisor of Budgeting and Payroll  
Subject: Approval – Investment Policy Statement Changes  
Date: November 2, 2017

### **Action Requested: Motion to Approve**

That the Board of Commissioners' approve the revised Investment Policy Statements for the Pension Plan and Retiree Health Care Trust as recommended by Supervisor of Budgeting and Payroll and staff.

### **Fiscal Impact: None**

**Background:** It is anticipated that the Pension Committee and the Retiree Health Care Trust Board will recommend approval at their meeting preceding the Board meeting on Nov. 9.

The previous investment policies have been in place since May 2015. A redline copy of the Investment Plan Statements for both the Employees' Retirement Plan and Trust Agreement and the Retiree Health Care Benefits Plan and Trust are provided.

The only changes in the new documents, are reflected in the Performance Expectations section. The assumed rate of return was reduced from 7.25 percent to 6.75 percent. This reflects changes to the actuarial assumptions approved previously in November 2016.

The overall rate of return target was also revised to reflect a rate of return annualized over a long-time horizon (50-year period). The current asset allocation for the Employees' Retirement Plan and Trust Agreement is estimated to produce a 7.92 percent rate of return. The current asset allocation for the Retiree Health Care Benefits Plan and Trust is estimated to produce a 7.71 percent rate of return. As the asset allocation is revised in the future, the rate of return target over a long-time horizon will also be revised.

### **Attachments:**

**Redline/Clean Copy: Investment Policy Statement - HCMA Employees' Retirement Plan**

**Redline/Clean Copy: Investment Policy Statement - HCMA Retiree Health Care Trust**



# Investment Policy Statement

Huron-Clinton Metropolitan Authority

Employees' Retirement Plan  
and Trust Agreement

~~May 2015~~ November 2017





## INTRODUCTION

The Huron-Clinton Metropolitan Authority (the “Authority”), a Michigan public body corporate, established the Huron-Clinton Metropolitan Authority Employees’ Retirement Plan and Trust Agreement (the “Plan”) effective October 1, 1952. The Plan is intended to be a tax-qualified defined benefit retirement plan.

Plan Article 8 provides for the establishment and composition of a Pension Committee. The Pension Committee has various responsibilities and obligations, including managing the investment process of the Plan’s assets.

## DUTIES AND RESPONSIBILITIES

After consultation with its retained investment advisors, the Authority’s Board of Commissioners (the “Board”) established this Investment Policy Statement (“Investment Policy”) for the Plan. More specifically, the Board, after consulting with outside investment professionals, has arrived at this Investment Policy through careful study of the returns and risks associated with various investment strategies in relation to the Plan’s current and projected liabilities. This Investment Policy has been chosen as an appropriate policy for achieving the Plan’s objectives as such are described in the “Statement of Objectives” section of this Investment Policy; provided however, the Pension Committee, in its discretion and in accordance with applicable law, may deviate from this Investment Policy when it concludes that it is prudent and in the best interest of the Plan to do so.

This Investment Policy incorporates a long-term investment horizon such that the chances and duration of investment losses are carefully weighed against the long term potential for appreciation of assets.

This Investment Policy may be amended by the Board at any time. As stated below, as necessary, the Pension Committee shall make recommendations to the Board regarding revisions to this Investment Policy.

Consistent with this Investment Policy, the Pension Committee, in accordance with Plan Article 8, shall approve an asset allocation strategy for the Plan’s assets and, as necessary, retain professional investment advisors to provide services, such as, but not limited to, guidance as to the investment of the Plan’s assets and the review and monitoring of this Investment Policy.

The investment of the Plan’s assets and the implementation of this Investment Policy shall, at all times, comply and be construed in accordance with the terms of Michigan Public Act 314 of 1965, entitled the “Public Employee Retirement System Investment Act” (“Public Act 314”), as amended.

### **Pension Committee**

The Pension Committee shall implement this Investment Policy. This includes, but is not limited to: allocations between equity, fixed income, and alternative assets; selection of acceptable asset classes; and designing and monitoring investment performance expectations. The Pension Committee shall, as necessary, review this Investment Policy and make recommendations to the Board regarding potential modifications. The Pension Committee may retain qualified investment professionals and other service providers to assist with the implementation of this Investment Policy.

The Pension Committee shall regularly review the Plan's investment performance, including the performance of any retained investment professionals and other service providers, to ensure the Investment Policy is being followed and progress is being made toward achieving the objectives.

**Investment Advisors**

In accordance with the Plan, the Pension Committee may retain, monitor, discharge and replace investment advisors. Investment advisors retained by the Pension Committee shall be qualified under Public Act 314 and shall acknowledge their and the Authority's obligations and responsibilities under Public Act 314.

Investment advisors, in accordance with applicable underlying contracts, may be retained to provide the following (and additional) services: monitor asset allocation across and among asset classes; monitor investment performance; analyze and monitor this Investment Policy; and provide timely reports to the Pension Committee, including any substantive developments that may affect the Plan's assets or the management or operation of the Plan.

**STATEMENT OF OBJECTIVES**

**Primary Plan Objective**

The Plan's primary objective is to provide a source of retirement income for its participants and beneficiaries.

**Plan Financial Objective**

The Plan's primary financial objective is to provide for an orderly accumulation of assets to satisfy future benefit payments, expenses and obligations. This objective shall be primarily based on a long-term investment horizon, so that interim fluctuations should be viewed with appropriate perspective. Financial objectives are to be established and modified, as necessary, in conjunction with comprehensive reviews of the Plan's current projected financial requirements.

**STATEMENT OF INVESTMENT POLICY**

**Asset Allocation Targets**

It will be the policy of the Plan to invest assets with an allocation as follows:

<u>Asset Class</u>	<u>Permitted Ranges</u>
Equity	15% - 60%
Fixed Income	25% - 70%
Alternatives	0% - 20%

**Adherence to Policy Targets and Rebalancing**

The above asset allocation targets represent a long-term perspective. As such, rapid unanticipated market shifts or changes in economic conditions may cause the asset mix to fall outside of the policy range. These divergences should be of a short-term nature.

To ensure divergence from the target policy is within acceptable limits, rebalancing of assets may be necessary. In its discretion, the Pension Committee may authorize and empower a qualified investment advisor to oversee and implement rebalancing procedures.

## Liquidity

Adequate assets should be accessible to meet expected Plan benefit payments, expenses and obligations.

## Cash Equivalent Reserves

As deemed appropriate, a portion of the Plan's assets may be held in cash reserves or similar investment vehicles.

## Volatility

Consistent with the desire for adequate diversification, this Investment Policy is based on the assumption that the volatility of the combined equity investments will be similar to that of the market opportunity available to institutional investors with similar return objectives. The volatility of fixed income portfolios may be greater than the market during periods when the portfolio duration exceeds that of the market.

## CONTROL PROCEDURES

### Review of Assumptions

The Pension Committee shall review, at least annually, this Investment Policy, including its underlying assumptions, such as, but not limited to, the number of participants, benefit accruals, liabilities, and actuarial assumptions. The Pension Committee may, in its discretion, retain appropriate experts to assist with this review. As necessary, the Pension Committee shall recommend to the Board modifications to this Investment Policy.

### Review of Investments

The Pension Committee shall review, at least annually, the investments to determine the continued feasibility of achieving the Plan's financial objectives and the appropriateness of this Investment Policy. In addition, at least annually, the stated objectives should be reviewed by the Pension Committee.

It is not expected that the Investment Policy will change frequently. In particular, short-term changes in the financial markets should not require an adjustment to the Investment Policy.

### Review of Investment Advisor and Investments

The Pension Committee shall review, at least quarterly, the performance of the Plan's investments and any investment advisors (and other service providers) retained to assist the Pension Committee.

Performance reviews shall focus on:

- Comparison of investment results to appropriate benchmarks, as well as market index returns in both equity and debt markets
- Investment adherence to this Investment Policy and guidelines.
- Material changes in an investment organization, such as in investment philosophy, investment strategy, key personnel and other relevant factors.

### Performance Expectations

The Board, unless delegated by the Board to the Pension Committee, shall establish investment rate of return objectives. The current assumed rate of return (for actuarial purposes) is 7.256.75%,-and the The Plan is currently designed to achieve an overall rate of return target estimated at 7.257.92% averaged annually over a long time horizon (i.e. 4050-year period, based on capital market return expectations as of September 2017). Return objectives are based on capital markets assumptions provided by the Investment Advisor and / or Actuary. Return objectives for additional time horizons, such as 10-years,

may be reviewed by the Board and / or Pension Committee.

The most important performance expectation is the achievement of long-term investment results that are consistent with the Plan's Investment Policy. Implementation of the policy will be directed toward achieving this return and not toward maximizing return without regard to risk.

The Pension Committee recognizes that this real return objective may not be meaningful during some time periods. In order to ensure that investment opportunities available over a specific time period are fairly evaluated, comparative performance statistics (including benchmark indices) will be used to evaluate investment results.

#### **ADOPTION OF INVESTMENT POLICY STATEMENT**

*The Huron-Clinton Metropolitan Authority Board of Commissioners has reviewed, approved and adopted this Investment Policy Statement.*

*Board of Commissioners Chairman:*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

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# **Investment Policy Statement**

**Huron-Clinton Metropolitan Authority**

**Employees' Retirement Plan  
and Trust Agreement**

**November 2017**



## INTRODUCTION

The Huron-Clinton Metropolitan Authority (the “Authority”), a Michigan public body corporate, established the Huron-Clinton Metropolitan Authority Employees’ Retirement Plan and Trust Agreement (the “Plan”) effective October 1, 1952. The Plan is intended to be a tax-qualified defined benefit retirement plan.

Plan Article 8 provides for the establishment and composition of a Pension Committee. The Pension Committee has various responsibilities and obligations, including managing the investment process of the Plan’s assets.

## DUTIES AND RESPONSIBILITIES

After consultation with its retained investment advisors, the Authority’s Board of Commissioners (the “Board”) established this Investment Policy Statement (“Investment Policy”) for the Plan. More specifically, the Board, after consulting with outside investment professionals, has arrived at this Investment Policy through careful study of the returns and risks associated with various investment strategies in relation to the Plan’s current and projected liabilities. This Investment Policy has been chosen as an appropriate policy for achieving the Plan’s objectives as such are described in the “Statement of Objectives” section of this Investment Policy; provided however, the Pension Committee, in its discretion and in accordance with applicable law, may deviate from this Investment Policy when it concludes that it is prudent and in the best interest of the Plan to do so.

This Investment Policy incorporates a long-term investment horizon such that the chances and duration of investment losses are carefully weighed against the long term potential for appreciation of assets.

This Investment Policy may be amended by the Board at any time. As stated below, as necessary, the Pension Committee shall make recommendations to the Board regarding revisions to this Investment Policy.

Consistent with this Investment Policy, the Pension Committee, in accordance with Plan Article 8, shall approve an asset allocation strategy for the Plan’s assets and, as necessary, retain professional investment advisors to provide services, such as, but not limited to, guidance as to the investment of the Plan’s assets and the review and monitoring of this Investment Policy.

The investment of the Plan’s assets and the implementation of this Investment Policy shall, at all times, comply and be construed in accordance with the terms of Michigan Public Act 314 of 1965, entitled the “Public Employee Retirement System Investment Act” (“Public Act 314”), as amended.

### **Pension Committee**

The Pension Committee shall implement this Investment Policy. This includes, but is not limited to: allocations between equity, fixed income, and alternative assets; selection of acceptable asset classes; and designing and monitoring investment performance expectations. The Pension Committee shall, as necessary, review this Investment Policy and make recommendations to the Board regarding potential modifications. The Pension Committee may retain qualified investment professionals and other service providers to assist with the implementation of this Investment Policy.

The Pension Committee shall regularly review the Plan’s investment performance, including the performance of any retained investment professionals and other service providers, to ensure the Investment Policy is being followed and progress is being made toward achieving the objectives.

**Investment Advisors**

In accordance with the Plan, the Pension Committee may retain, monitor, discharge and replace investment advisors. Investment advisors retained by the Pension Committee shall be qualified under Public Act 314 and shall acknowledge their and the Authority’s obligations and responsibilities under Public Act 314.

Investment advisors, in accordance with applicable underlying contracts, may be retained to provide the following (and additional) services: monitor asset allocation across and among asset classes; monitor investment performance; analyze and monitor this Investment Policy; and provide timely reports to the Pension Committee, including any substantive developments that may affect the Plan’s assets or the management or operation of the Plan.

**STATEMENT OF OBJECTIVES**

**Primary Plan Objective**

The Plan’s primary objective is to provide a source of retirement income for its participants and beneficiaries.

**Plan Financial Objective**

The Plan’s primary financial objective is to provide for an orderly accumulation of assets to satisfy future benefit payments, expenses and obligations. This objective shall be primarily based on a long-term investment horizon, so that interim fluctuations should be viewed with appropriate perspective. Financial objectives are to be established and modified, as necessary, in conjunction with comprehensive reviews of the Plan’s current projected financial requirements.

**STATEMENT OF INVESTMENT POLICY**

**Asset Allocation Targets**

It will be the policy of the Plan to invest assets with an allocation as follows:

<u>Asset Class</u>	<u>Permitted Ranges</u>
Equity	15% - 60%
Fixed Income	25% - 70%
Alternatives	0% - 20%

**Adherence to Policy Targets and Rebalancing**

The above asset allocation targets represent a long-term perspective. As such, rapid unanticipated market shifts or changes in economic conditions may cause the asset mix to fall outside of the policy range. These divergences should be of a short-term nature. To ensure divergence from the target policy is within acceptable limits, rebalancing of assets may be necessary. In its discretion, the Pension Committee may authorize and empower a qualified investment advisor to oversee and implement rebalancing procedures.



**Liquidity**

Adequate assets should be accessible to meet expected Plan benefit payments, expenses and obligations.

**Cash Equivalent Reserves**

As deemed appropriate, a portion of the Plan's assets may be held in cash reserves or similar investment vehicles.

**Volatility**

Consistent with the desire for adequate diversification, this Investment Policy is based on the assumption that the volatility of the combined equity investments will be similar to that of the market opportunity available to institutional investors with similar return objectives. The volatility of fixed income portfolios may be greater than the market during periods when the portfolio duration exceeds that of the market.

**CONTROL PROCEDURES****Review of Assumptions**

The Pension Committee shall review, at least annually, this Investment Policy, including its underlying assumptions, such as, but not limited to, the number of participants, benefit accruals, liabilities, and actuarial assumptions. The Pension Committee may, in its discretion, retain appropriate experts to assist with this review. As necessary, the Pension Committee shall recommend to the Board modifications to this Investment Policy.

**Review of Investments**

The Pension Committee shall review, at least annually, the investments to determine the continued feasibility of achieving the Plan's financial objectives and the appropriateness of this Investment Policy. In addition, at least annually, the stated objectives should be reviewed by the Pension Committee.

It is not expected that the Investment Policy will change frequently. In particular, short-term changes in the financial markets should not require an adjustment to the Investment Policy.

**Review of Investment Advisor and Investments**

The Pension Committee shall review, at least quarterly, the performance of the Plan's investments and any investment advisors (and other service providers) retained to assist the Pension Committee.

Performance reviews shall focus on:

- Comparison of investment results to appropriate benchmarks, as well as market index returns in both equity and debt markets
- Investment adherence to this Investment Policy and guidelines.
- Material changes in an investment organization, such as in investment philosophy, investment strategy, key personnel and other relevant factors.

**Performance Expectations**

The Board, unless delegated by the Board to the Pension Committee, shall establish investment rate of return objectives. The current assumed rate of return (for actuarial purposes) is 6.75%. The Plan is currently designed to achieve an overall rate of return target estimated

at 7.92% averaged annually over a long-time horizon (i.e.50-year period, based on capital market return expectations as of September 2017). Return objectives are based on capital markets assumptions provided by the Investment Advisor and / or Actuary. Return objectives for additional time horizons, such as 10-years, may be reviewed by the Board and / or Pension Committee.

The most important performance expectation is the achievement of long-term investment results that are consistent with the Plan’s Investment Policy. Implementation of the policy will be directed toward achieving this return and not toward maximizing return without regard to risk.

The Pension Committee recognizes that this real return objective may not be meaningful during some time periods. In order to ensure that investment opportunities available over a specific time period are fairly evaluated, comparative performance statistics (including benchmark indices) will be used to evaluate investment results.

<b>ADOPTION OF INVESTMENT POLICY STATEMENT</b>	
<i>The Huron-Clinton Metropolitan Authority Board of Commissioners has reviewed, approved and adopted this Investment Policy Statement.</i>	
<i>Board of Commissioners Chairman:</i>	
<hr/>	<hr/>
<i>Signature</i>	<i>Date</i>

# Investment Policy Statement

Huron-Clinton Metropolitan Authority

Retiree Health Care Benefits  
Plan and Trust

~~May 2015~~ November 2017



## INTRODUCTION

The Huron-Clinton Metropolitan Authority (the “Authority”), a Michigan public body corporate, established the Huron-Clinton Metropolitan Authority Retiree Health Care Benefits Plan and Trust (the “Plan”). The Plan’s trust is intended to be a governmental trust under Internal Revenue Code Section 115.

The Plan provides for a Board of Trustees (the “Trustees”). The Trustees have various responsibilities and obligations, including managing the investment process of the Plan’s assets.

## DUTIES AND RESPONSIBILITIES

After consultation with its retained investment advisors, the Authority’s Board of Commissioners (the “Board”) established this Investment Policy Statement (“Investment Policy”) for the Plan. More specifically, the Board, after consulting with outside investment professionals, has arrived at this Investment Policy through careful study of the returns and risks associated with various investment strategies in relation to the Plan’s current and projected liabilities. This Investment Policy has been chosen as an appropriate policy for achieving the Plan’s objectives as such are described in the “Statement of Objectives” section of this Investment Policy; provided however, the Trustees, in their discretion and in accordance with applicable law, may deviate from this Investment Policy when they conclude that it is prudent and in the best interest of the Plan to do so.

This Investment Policy incorporates a long-term investment horizon such that the chances and duration of investment losses are carefully weighed against the long term potential for appreciation of assets.

This Investment Policy may be amended by the Trustees at any time. As stated below, as necessary, the Trustees shall make recommendations to the Board regarding revisions to this Investment Policy. Consistent with this Investment Policy, the Trustees, in accordance with the Plan, shall approve an asset allocation strategy for the Plan’s assets and, as necessary, retain professional investment advisors to provide services, such as, but not limited to, guidance as to the investment of the Plan’s assets and the review and monitoring of this Investment Policy.

The investment of the Plan’s assets and the implementation of this Investment Policy shall, at all times, comply and be construed in accordance with the terms of Michigan Public Act 149 of 1999, entitled the “Public Employee Health Care Fund Investment Fund Act” (“Public Act 149”) and, as applicable, Michigan Public Act 314 of 1965, entitled the “Public Employee Retirement System Investment Act” (“Public Act 314”), both as amended.

### Trustees

The Trustees shall implement this Investment Policy. This includes, but is not limited to: allocations between equity, fixed income, and alternative assets; selection of acceptable asset classes; and designing and monitoring investment performance expectations. The Trustees shall, as necessary, review this Investment Policy and make recommendations to the Board regarding potential modifications. The Trustees may retain qualified investment professionals and other service providers to assist with the implementation of this Investment Policy.

The Trustees shall regularly review the Plan’s investment performance, including the performance of any retained investment professionals and other service providers, to ensure the Investment Policy is being followed and progress is being made toward achieving the objectives.

### Investment Advisors

In accordance with the Plan, the Trustees may retain, monitor, discharge and replace investment advisors. Investment advisors retained by the Trustees shall be qualified under Public Act 314 and shall acknowledge their and the Authority’s obligations and responsibilities under Public Act 314.

Investment advisors, in accordance with applicable underlying contracts, may be retained to provide the following (and additional) services: monitor asset allocation across and among asset classes; monitor investment performance; analyze and monitor this Investment Policy; and provide timely reports

to the Trustees, including any substantive developments that may affect the Plan's assets or the management or operation of the Plan.

## STATEMENT OF OBJECTIVES

### Primary Plan Objective

The Plan's primary objective is to provide retiree medical benefits to eligible participants.

### Plan Financial Objective

The Plan's primary financial objective is to provide for an orderly accumulation of assets to satisfy future benefit payments, expenses and obligations. This objective shall be primarily based on a long-term investment horizon, so that interim fluctuations should be viewed with appropriate perspective. Financial objectives are to be established and modified, as necessary, in conjunction with comprehensive reviews of the Plan's current projected financial requirements.

## STATEMENT OF INVESTMENT POLICY

### Asset Allocation Targets

It will be the policy of the Plan to invest assets with an allocation as follows:

<u>Asset Class</u>	<u>Permitted Ranges</u>
Equity	20% - 60%
Fixed Income	40% - 80%
Alternatives	0% - 20%

### Adherence to Policy Targets and Rebalancing

The above asset allocation targets represent a long-term perspective. As such, rapid unanticipated market shifts or changes in economic conditions may cause the asset mix to fall outside of the policy range. These divergences should be of a short-term nature.

To ensure divergence from the target policy is within acceptable limits, rebalancing of assets may be necessary. In their discretion, the Trustees may authorize and empower a qualified investment advisor to oversee and implement rebalancing procedures.

### Liquidity

Adequate assets should be accessible to meet expected Plan benefit payments, expenses and obligations.

### Cash Equivalent Reserves

As deemed appropriate, a portion of the Plan's assets may be held in cash reserves or similar investment vehicles.

### Volatility

Consistent with the desire for adequate diversification, this Investment Policy is based on the assumption that the volatility of the combined equity investments will be similar to that of the market opportunity available to institutional investors with similar return objectives. The volatility of fixed income portfolios may be greater than the market during periods when the portfolio duration exceeds that of the market.

## CONTROL PROCEDURES

### Review of Assumptions

The Trustees shall review, at least annually, this Investment Policy, including its underlying assumptions, such as, but not limited to, the number of participants, benefit accruals, liabilities, and actuarial assumptions. The Trustees may, in their discretion, retain appropriate experts to assist with this review. As necessary, the Trustees shall recommend to the Board modifications to this Investment Policy.

## Review of Investments

The Trustees shall review, at least annually, the investments to determine the continued feasibility of achieving the Plan's financial objectives and the appropriateness of this Investment Policy. In addition, at least annually, the stated objectives should be reviewed by the Trustees.

It is not expected that the Investment Policy will change frequently. In particular, short-term changes in the financial markets should not require an adjustment to the Investment Policy.

## Review of Investment Advisor and Investments

The Trustees shall review, at least quarterly, the performance of the Plan's investments and any investment advisors (and other service providers) retained to assist the Trustees.

Performance reviews shall focus on:

- Comparison of investment results to appropriate benchmarks, as well as market index returns in both equity and debt markets
- Investment adherence to this Investment Policy and guidelines.
- Material changes in an investment organization, such as in investment philosophy, investment strategy, key personnel and other relevant factors.

## Performance Expectations

The Board, unless delegated by the Board to the Trustees, shall establish investment rate of return objectives. The current assumed rate of return (for actuarial purposes) is ~~7.256.75%~~. The Plan is currently designed to achieve an ,and the overall rate of return target is estimated at 7.7125% averaged annually over a long time horizon (i.e. 50-year period, based on capital market return expectations as of September 2017). Return objectives are based on capital markets assumptions provided by the Investment Advisor and / or Actuary. Return objectives for additional time horizons, such as 10-years, may be reviewed by the Board and / or Pension Committee.10-year period.

The most important performance expectation is the achievement of long-term investment results that are consistent with the Plan's Investment Policy. Implementation of the policy will be directed toward achieving this return and not toward maximizing return without regard to risk.

The Trustees recognize that this real return objective may not be meaningful during some time periods. In order to ensure that investment opportunities available over a specific time period are fairly evaluated, comparative performance statistics (including benchmark indices) will be used to evaluate investment results.

## ADOPTION OF INVESTMENT POLICY STATEMENT

*The Huron-Clinton Metropolitan Authority Board of Commissioners has reviewed, approved and adopted this Investment Policy Statement.*

*Board of Commissioners Chairman:*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*





# **Investment Policy Statement**

**Huron-Clinton Metropolitan Authority**

**Retiree Health Care Benefits  
Plan and Trust**

**November 2017**



## INTRODUCTION

The Huron-Clinton Metropolitan Authority (the “Authority”), a Michigan public body corporate, established the Huron-Clinton Metropolitan Authority Retiree Health Care Benefits Plan and Trust (the “Plan”). The Plan’s trust is intended to be a governmental trust under Internal Revenue Code Section 115.

The Plan provides for a Board of Trustees (the “Trustees”). The Trustees have various responsibilities and obligations, including managing the investment process of the Plan’s assets.

## DUTIES AND RESPONSIBILITIES

After consultation with its retained investment advisors, the Authority’s Board of Commissioners (the “Board”) established this Investment Policy Statement (“Investment Policy”) for the Plan. More specifically, the Board, after consulting with outside investment professionals, has arrived at this Investment Policy through careful study of the returns and risks associated with various investment strategies in relation to the Plan’s current and projected liabilities. This Investment Policy has been chosen as an appropriate policy for achieving the Plan’s objectives as such are described in the “Statement of Objectives” section of this Investment Policy; provided however, the Trustees, in their discretion and in accordance with applicable law, may deviate from this Investment Policy when they conclude that it is prudent and in the best interest of the Plan to do so.

This Investment Policy incorporates a long-term investment horizon such that the chances and duration of investment losses are carefully weighed against the long-term potential for appreciation of assets.

This Investment Policy may be amended by the Trustees at any time. As stated below, as necessary, the Trustees shall make recommendations to the Board regarding revisions to this Investment Policy.

Consistent with this Investment Policy, the Trustees, in accordance with the Plan, shall approve an asset allocation strategy for the Plan’s assets and, as necessary, retain professional investment advisors to provide services, such as, but not limited to, guidance as to the investment of the Plan’s assets and the review and monitoring of this Investment Policy.

The investment of the Plan’s assets and the implementation of this Investment Policy shall, at all times, comply and be construed in accordance with the terms of Michigan Public Act 149 of 1999, entitled the “Public Employee Health Care Fund Investment Fund Act” (“Public Act 149”) and, as applicable, Michigan Public Act 314 of 1965, entitled the “Public Employee Retirement System Investment Act” (“Public Act 314”), both as amended.

### **Trustees**

The Trustees shall implement this Investment Policy. This includes, but is not limited to: allocations between equity, fixed income, and alternative assets; selection of acceptable asset classes; and designing and monitoring investment performance expectations. The Trustees shall, as necessary, review this Investment Policy and make recommendations to the Board

regarding potential modifications. The Trustees may retain qualified investment professionals and other service providers to assist with the implementation of this Investment Policy. The Trustees shall regularly review the Plan's investment performance, including the performance of any retained investment professionals and other service providers, to ensure the Investment Policy is being followed and progress is being made toward achieving the objectives.

**Investment Advisors**

In accordance with the Plan, the Trustees may retain, monitor, discharge and replace investment advisors. Investment advisors retained by the Trustees shall be qualified under Public Act 314 and shall acknowledge their and the Authority's obligations and responsibilities under Public Act 314.

Investment advisors, in accordance with applicable underlying contracts, may be retained to provide the following (and additional) services: monitor asset allocation across and among asset classes; monitor investment performance; analyze and monitor this Investment Policy; and provide timely reports to the Trustees, including any substantive developments that may affect the Plan's assets or the management or operation of the Plan.

**STATEMENT OF OBJECTIVES**

**Primary Plan Objective**

The Plan's primary objective is to provide retiree medical benefits to eligible participants.

**Plan Financial Objective**

The Plan's primary financial objective is to provide for an orderly accumulation of assets to satisfy future benefit payments, expenses and obligations. This objective shall be primarily based on a long-term investment horizon, so that interim fluctuations should be viewed with appropriate perspective. Financial objectives are to be established and modified, as necessary, in conjunction with comprehensive reviews of the Plan's current projected financial requirements.

**STATEMENT OF INVESTMENT POLICY**

**Asset Allocation Targets**

It will be the policy of the Plan to invest assets with an allocation as follows:

<u>Asset Class</u>	<u>Permitted Ranges</u>
Equity	20% - 60%
Fixed Income	40% - 80%
Alternatives	0% - 20%

**Adherence to Policy Targets and Rebalancing**

The above asset allocation targets represent a long-term perspective. As such, rapid unanticipated market shifts or changes in economic conditions may cause the asset mix to fall outside of the policy range. These divergences should be of a short-term nature.

To ensure divergence from the target policy is within acceptable limits, rebalancing of assets may be necessary. In their discretion, the Trustees may authorize and empower a qualified investment advisor to oversee and implement rebalancing procedures.

### **Liquidity**

Adequate assets should be accessible to meet expected Plan benefit payments, expenses and obligations.

### **Cash Equivalent Reserves**

As deemed appropriate, a portion of the Plan's assets may be held in cash reserves or similar investment vehicles.

### **Volatility**

Consistent with the desire for adequate diversification, this Investment Policy is based on the assumption that the volatility of the combined equity investments will be similar to that of the market opportunity available to institutional investors with similar return objectives. The volatility of fixed income portfolios may be greater than the market during periods when the portfolio duration exceeds that of the market.

## **CONTROL PROCEDURES**

### **Review of Assumptions**

The Trustees shall review, at least annually, this Investment Policy, including its underlying assumptions, such as, but not limited to, the number of participants, benefit accruals, liabilities, and actuarial assumptions. The Trustees may, in their discretion, retain appropriate experts to assist with this review. As necessary, the Trustees shall recommend to the Board modifications to this Investment Policy.

### **Review of Investments**

The Trustees shall review, at least annually, the investments to determine the continued feasibility of achieving the Plan's financial objectives and the appropriateness of this Investment Policy. In addition, at least annually, the stated objectives should be reviewed by the Trustees.

It is not expected that the Investment Policy will change frequently. In particular, short-term changes in the financial markets should not require an adjustment to the Investment Policy.

### **Review of Investment Advisor and Investments**

The Trustees shall review, at least quarterly, the performance of the Plan's investments and any investment advisors (and other service providers) retained to assist the Trustees.

Performance reviews shall focus on:

- Comparison of investment results to appropriate benchmarks, as well as market index returns in both equity and debt markets
- Investment adherence to this Investment Policy and guidelines.
- Material changes in an investment organization, such as in investment philosophy, investment strategy, key personnel and other relevant factors.

### **Performance Expectations**

The Board, unless delegated by the Board to the Trustees, shall establish investment rate of return objectives. The current assumed rate of return (for actuarial purposes) is 6.75%. The Plan is currently designed to achieve an overall rate of return target estimated at 7.71% averaged annually over a long-time horizon (i.e. 50-year period, based on capital market return expectations as of September 2017). Return objectives are based on capital markets assumptions provided by the Investment Advisor and / or Actuary. Return objectives for additional time horizons, such as 10-years, may be reviewed by the Board and / or Pension Committee.

The most important performance expectation is the achievement of long-term investment results that are consistent with the Plan's Investment Policy. Implementation of the policy will be directed toward achieving this return and not toward maximizing return without regard to risk.

The Trustees recognize that this real return objective may not be meaningful during some time periods. In order to ensure that investment opportunities available over a specific time period are fairly evaluated, comparative performance statistics (including benchmark indices) will be used to evaluate investment results.

### ***ADOPTION OF INVESTMENT POLICY STATEMENT***

*The Huron-Clinton Metropolitan Authority Board of Commissioners has reviewed, approved and adopted this Investment Policy Statement.*

*Board of Commissioners Chairman:*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: Rebecca Franchock, Supervisor of Budgeting and Payroll  
Subject: Approval – Use of Blue Cross Blue Shield Rate Stabilization Surplus  
Date: November 2, 2017

### **Action Requested: Motion Approve**

That the Board of Commissioners' approve the use of a portion of Fund Balance Committed for Rate Stabilization to be paid in January 2018 to employees in the amount of \$700 for single coverage and \$1,400 for two-person/family coverage, in accordance with Board action in May 2015 as recommended by Supervisor of Budgeting and Payroll Rebecca Franchock and staff.

**Fiscal Impact:** The 2018 fringe benefit rate includes funding for this payment in the amount of \$196,000.

**Background:** Each year our medical/prescription insurance carrier, Blue Cross Blue Shield of Michigan (BCBSM), reviews our current claims and the current claim trends for groups of similar size. This results in development of a Rate Stabilization Reserve Account, which is used as a cushion for large claims. In 2017, this review resulted in a surplus in the Rate Stabilization Reserve, which the Metroparks chose to receive as a refund in the amount of \$164,396. It has been the practice for the Board of Commissioners to approve committing these funds for future rate stabilization in the Fund Balance.

In 2012 and 2013, Metroparks employees voluntarily re-opened labor contracts and agreed to move to a high deductible health plan saving the Metroparks nearly \$500,000 annually at that time. The increased cost to employees is currently \$2,000 for a single coverage and \$4,000 for two-person or family coverage. In 2014, the employee association agreed to pay 50 percent of any increase in health care costs more than eight percent.

In June 2015, the Metroparks received a \$580,711 refund. At that time, the Board approved using a portion of the rate-stabilization funds to mitigate the impact of the high deductible health care plan on employees, where financially feasible, over the next four years.

The 2018 BCBSM renewal rates are well below the pre-established level of 8 percent. Since there will be no need for use of the rate stabilization at this time, and since the Metroparks have received another significant refund of surplus rate stabilization funds, staff hopes to again make this payment to employees in January 2018.





**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners  
From: Nina Kelly, Manager of Planning  
Subject: Approval – Baypoint Beach and Maple Beach Redevelopment Conceptual Plans  
Location: Stony Creek and Kensington Metroparks  
Date: November 2, 2017

**Action Requested: Motion to Approve**

That the Board of Commissioners' approve conceptual plans for Baypoint Beach at Stony Creek Metropark and Maple Beach at Kensington Metropark as presented by Manager of Planning Nina Kelly and staff.

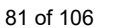
**Background:** at the Oct. 13, 2016 meeting, Board approved the demolition of the Baypoint Beach bathhouse building at Stony Creek Metropark and the Maple Beach bathhouse building at Kensington Metropark. Demolition work was completed in summer 2017.

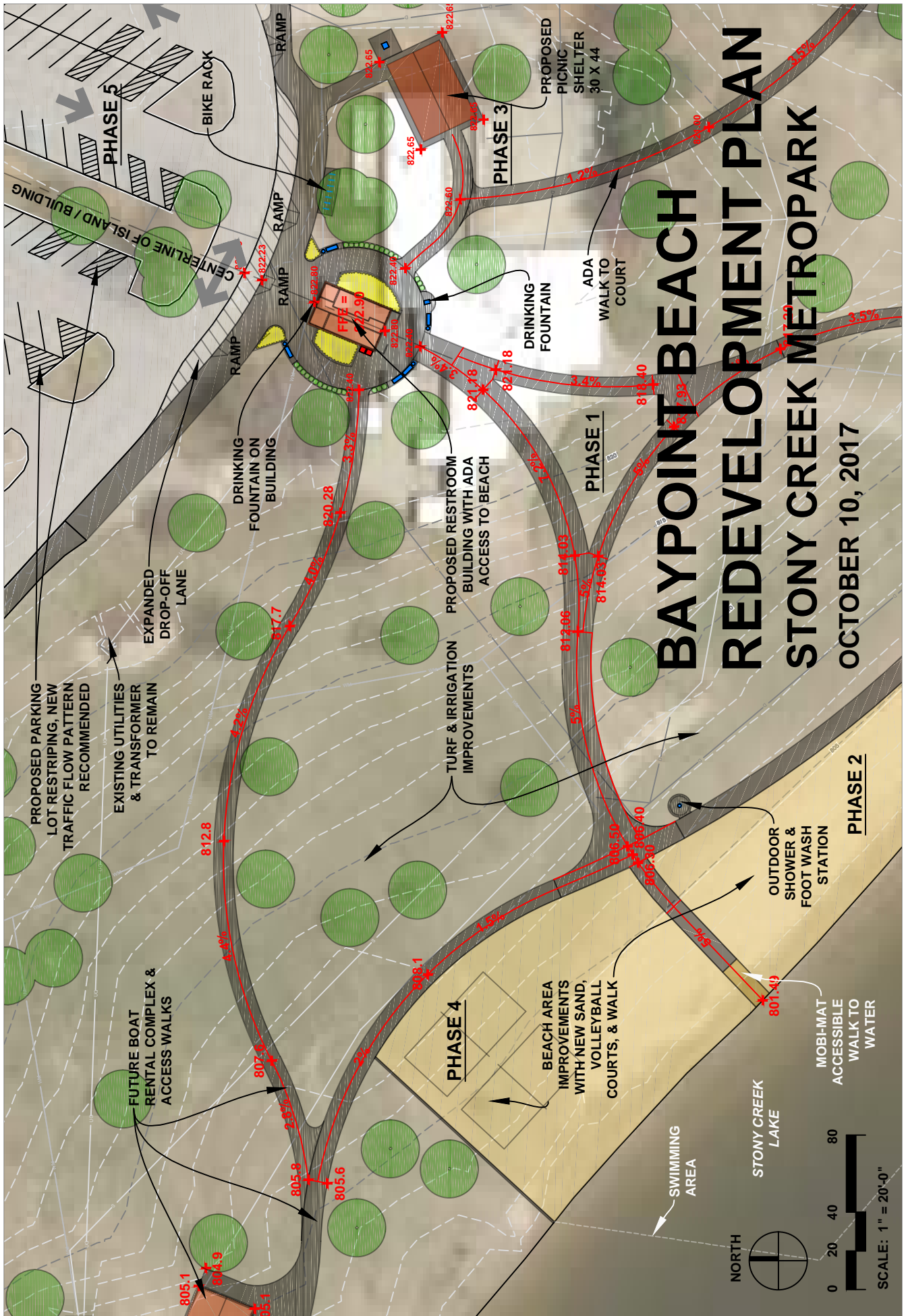
Per the report given at the Aug. 10, 2017 Board meeting, Planning staff has developed conceptual site plans for both beach areas to guide future redevelopment projects with significant input from Engineering, Operations and Maintenance staff. These plans highlight the elements proposed for inclusion in Phase One, to be implemented by the fall of 2018.

Along with various site improvements, subsequent phases will include a rental picnic shelter and the moving of boat rental operations to Baypoint Beach and a redeveloped playground at Maple Beach.

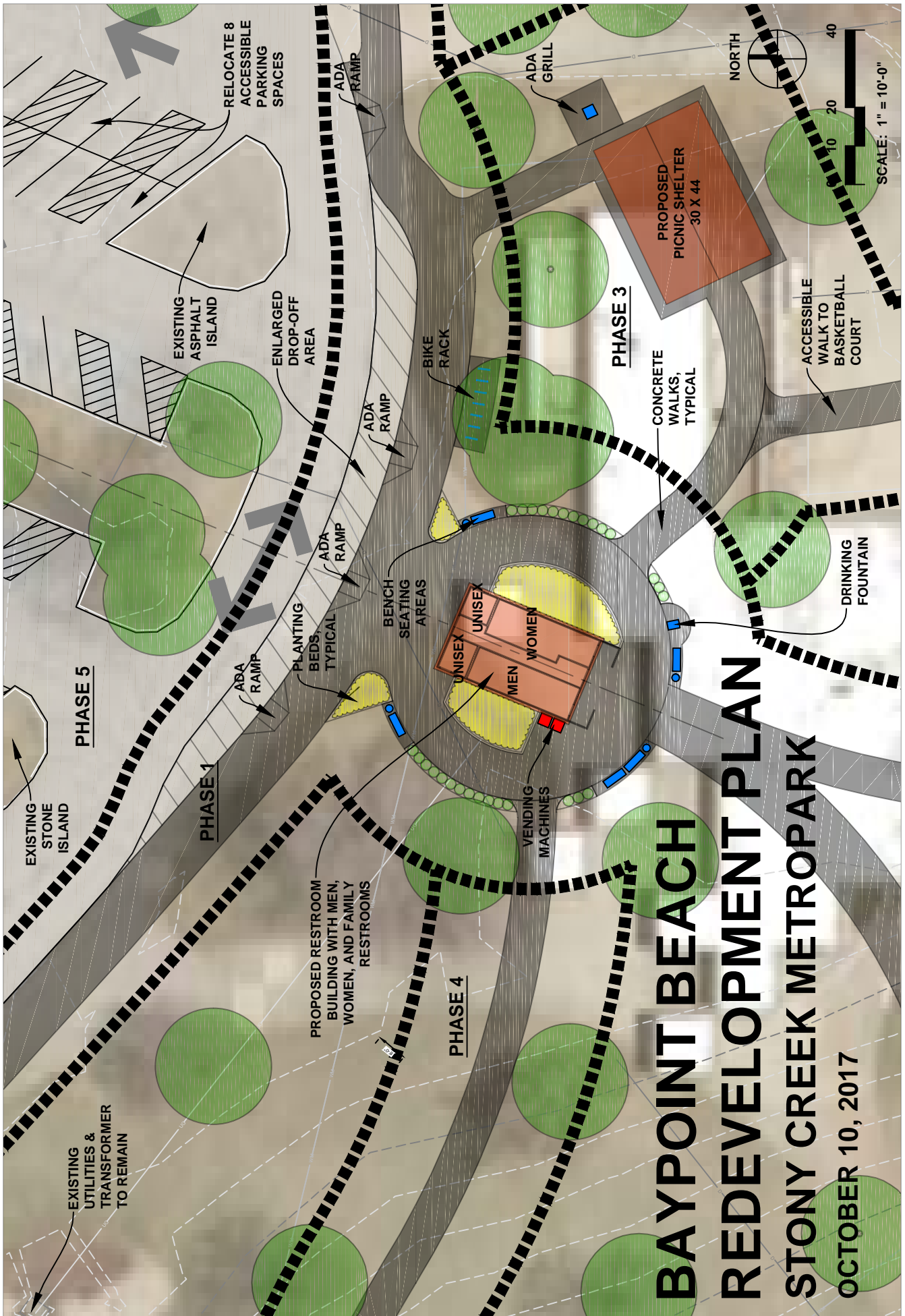
**Attachment: Baypoint Beach Site Map  
Maple Beach Site Map**











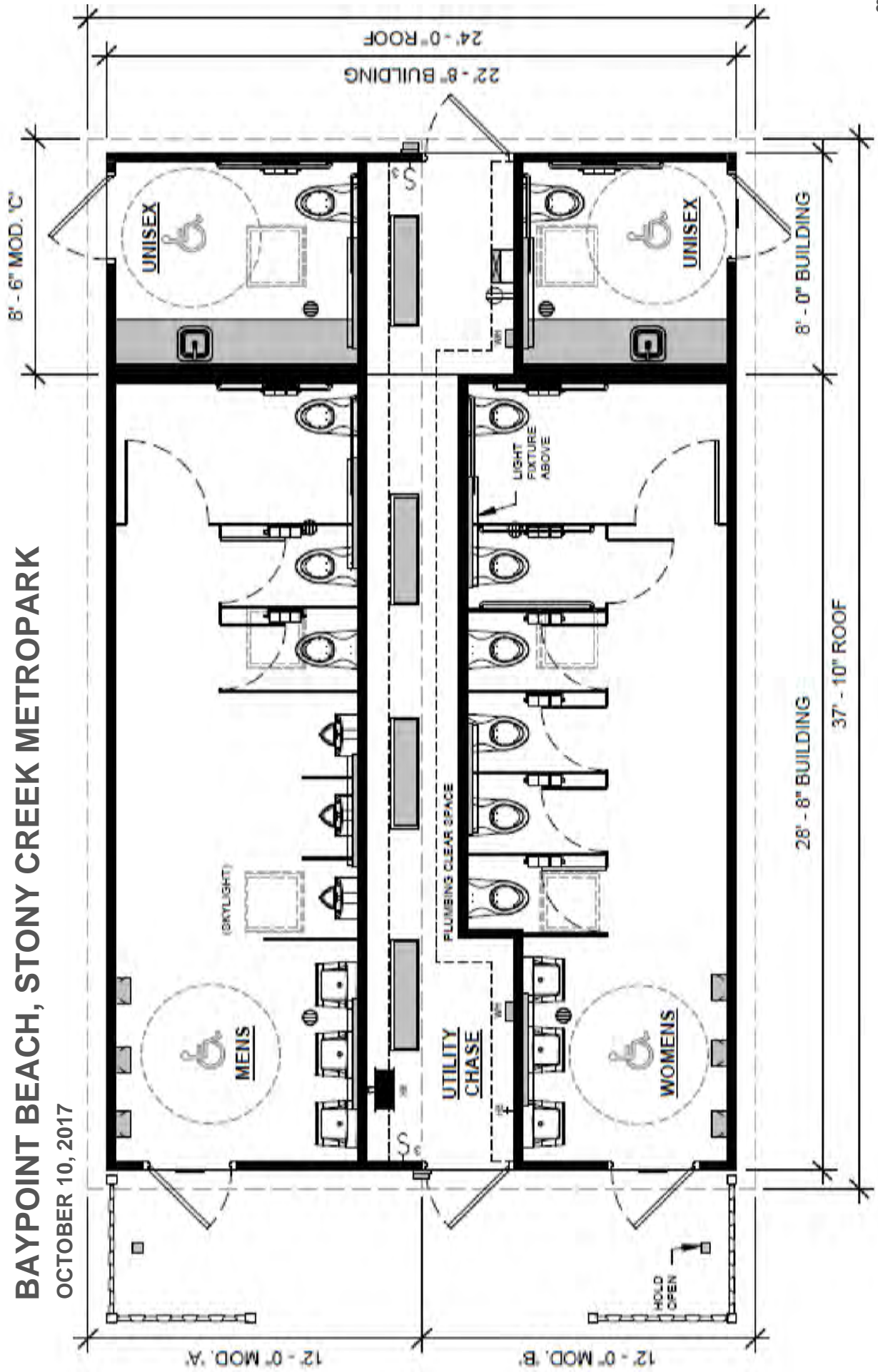




# RESTROOM BUILDING LAYOUT

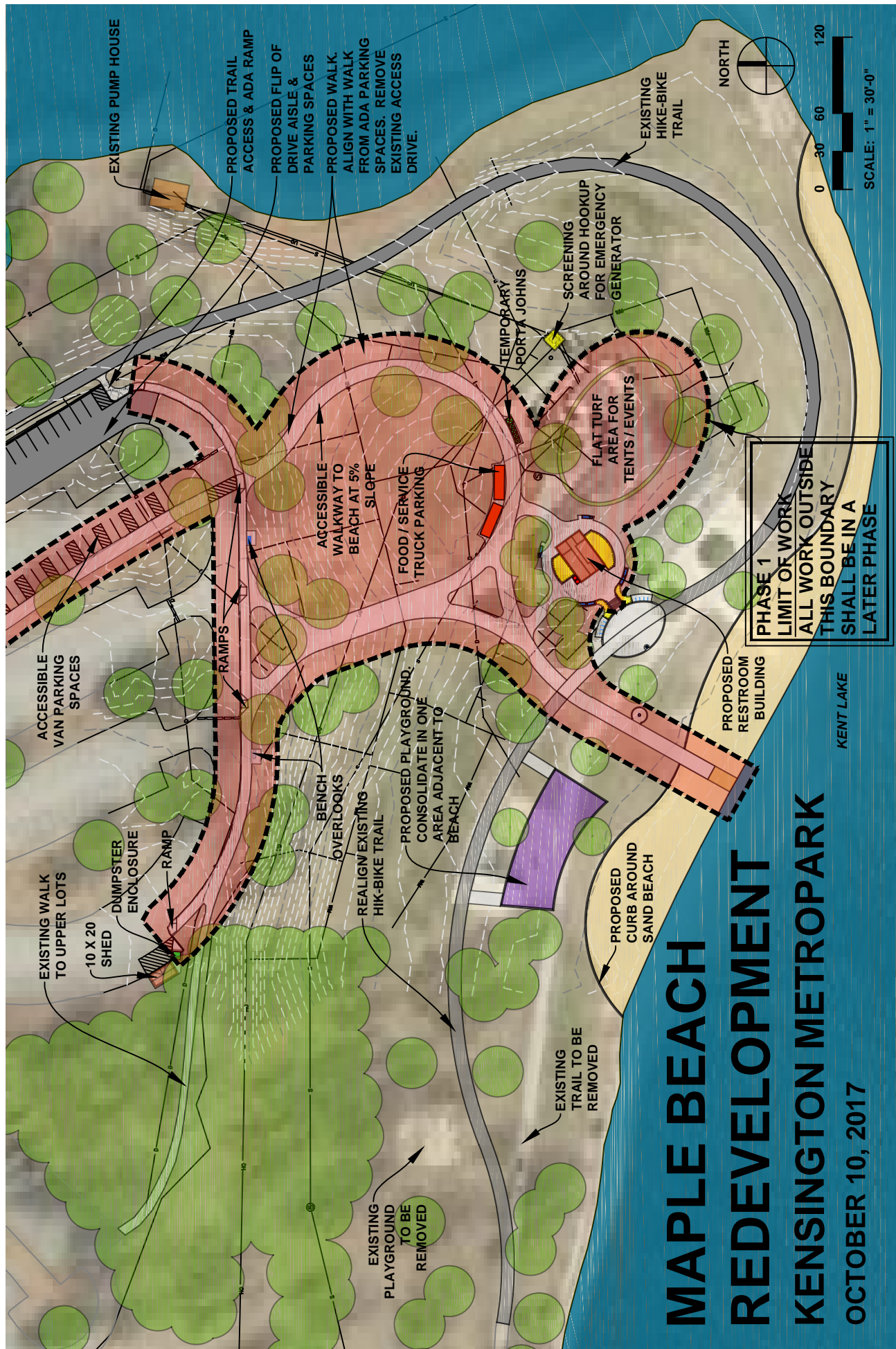
## BAYPOINT BEACH, STONY CREEK METROPARK

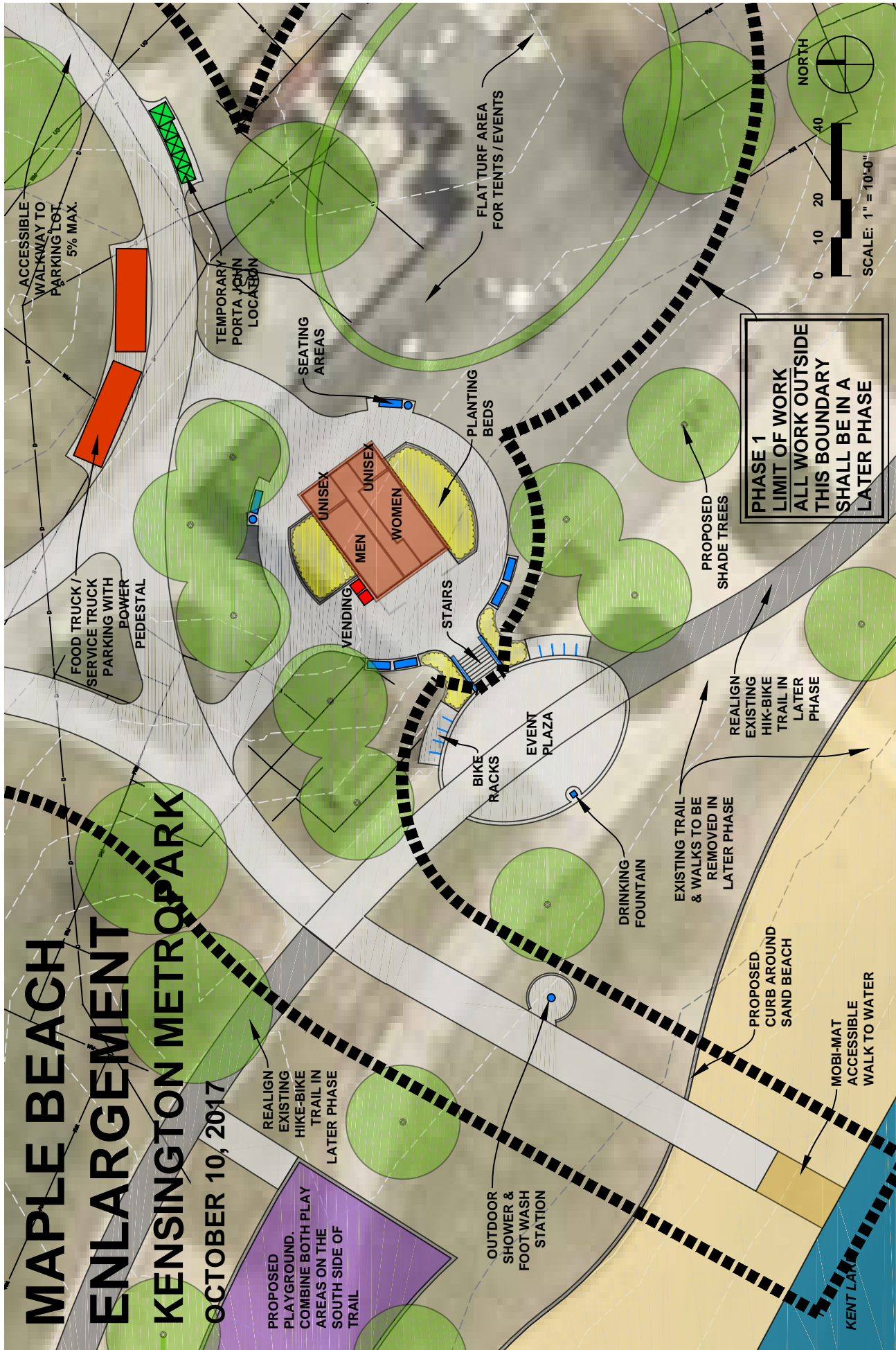
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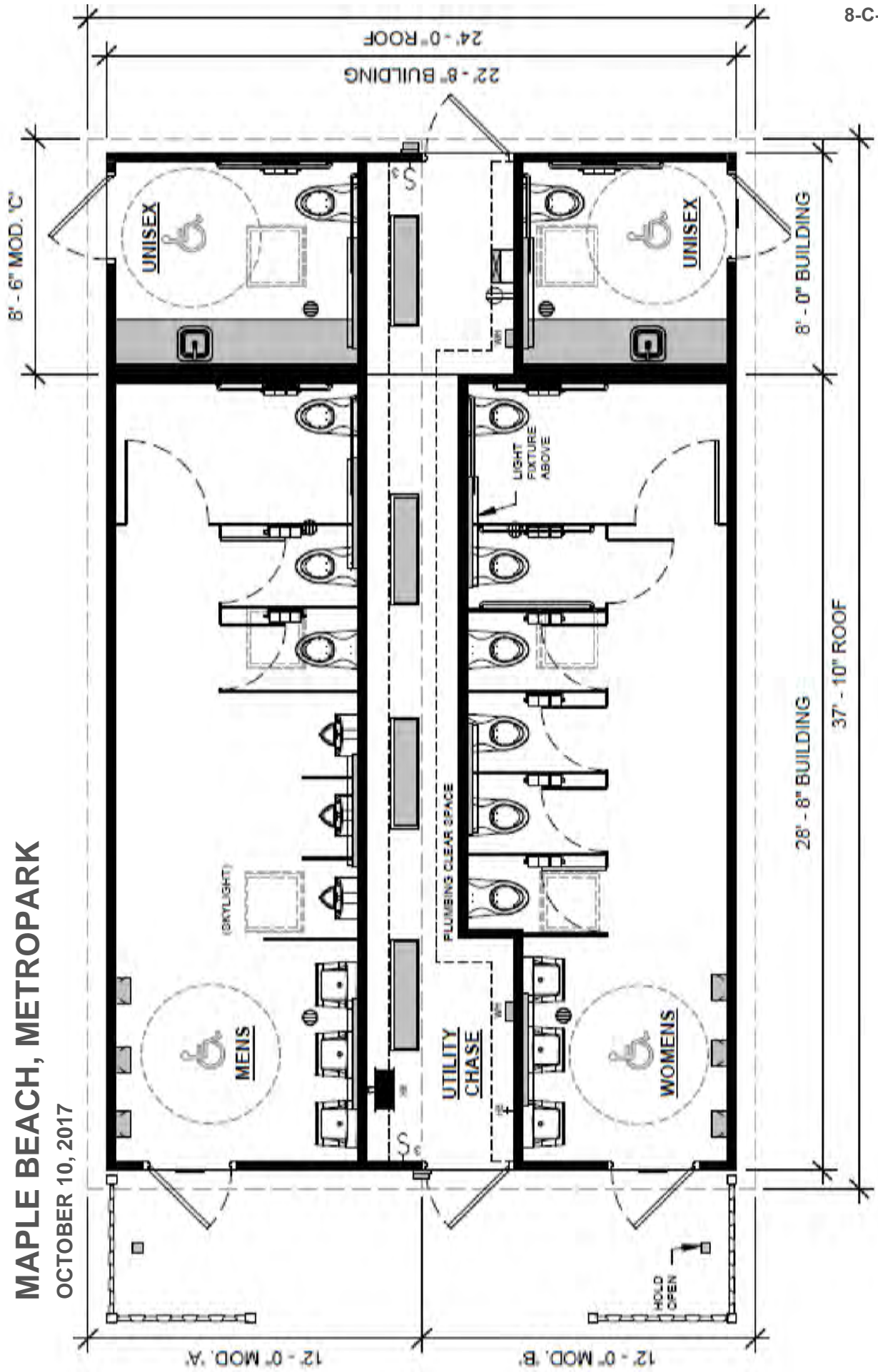




# RESTROOM BUILDING LAYOUT

## MAPLE BEACH, METROPARK

OCTOBER 10, 2017



8-C-1-b



**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners  
From: Nina Kelly, Manager of Planning  
Subject: Approval – Wolcott Mill Trail Association Memorandum of Understanding  
Location: Wolcott Mill Metropark, Macomb County  
Date: November 2, 2017

**Action Requested: Motion to Approve**

That the Board of Commissioners' approve a Memorandum of Understanding with the Wolcott Mill Trail Association (WMTA) as recommended by Manager of Planning Nina Kelly and staff.

**Fiscal Impact:** There is no immediate fiscal impact of this agreement on the Authority.

**Background:** The Wolcott Mill Trail Association (WMTA) was instrumental in the development of the equestrian trail network at Wolcott Mill Metropark, which was completed in 2000. The volunteer organization has been assisting with maintenance of the trails since their opening.

Representatives from WMTA were actively engaged in the master planning process for Wolcott Mill in 2016. At that time, the primary concern from WMTA was the updating of trail signage and maps to reflect the changes made by HCMA to the trail alignment due to restoration efforts in certain areas. At a recent meeting at Camp Rotary, Metroparks staff worked with WMTA to identify revisions necessary to update trail maps and signage. The proposed MOU would formalize the relationship between the two organizations for the regular maintenance of the equestrian trails.

Staff from Miller Canfield, general counsel to the Authority, has reviewed the proposed agreement.

**Attachment: Wolcott Mill Trail Association Memo of Understanding**



## Collaborative Partnership Memorandum of Understanding

### HURON-CLINTON METROPOLITAN AUTHORITY AND WOLCOTT MILL TRAIL ASSOCIATION

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The HURON-CLINTON METROPOLITAN AUTHORITY ("HCMA") and Wolcott Mill Trail Association ("WMTA") memorialize the following understandings regarding the equestrian trail system located at Wolcott Mill Metropark, Ray Township, Michigan, this 9<sup>th</sup> day of November, 2017.

#### I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to document the collaboration between parties in accordance with the following provisions.

To facilitate the maintenance and improvement of the equestrian trails at Wolcott Mill Metropark in accordance with HCMA standards and plans.

To encourage and manage volunteer involvement in the maintenance of equestrian trails.

To recognize Wolcott Mill Trail Association as the major partner in the maintenance of equestrian trails at Wolcott Mill Metropark.

#### II. Background and Statement of Mutual Interest

Whereas, the HCMA is a regional park system created in 1940 by the citizens of Southeast Michigan for the purpose of providing excellent recreational and educational opportunities while serving as stewards of natural resources, and

Whereas, Wolcott Mill Trail Association is a Michigan 501(c)3 non-profit organization, and

Whereas, the mission of Wolcott Mill Trail Association is to establish, develop, maintain, and enhance equestrian trails and facilities at Wolcott Mill Metropark, and

Whereas, Wolcott Mill Metropark is owned by HCMA, and is managed as a public park, and

Whereas, as of the date of this MOU, there exist approximately eight (8) miles of equestrian trails at Wolcott Mill Metropark (the "Trails"). All references to Trails in this MOU will refer to the Trails existing as of the date of this MOU, including all authorized modifications thereto, and any new trail established with appropriate written permission from HCMA, and

Whereas, as of the date of this MOU, the Trails are being informally managed by local trail riders, and  
Whereas, Wolcott Mill Trail Association wishes to maintain the Trails and encourage use of the Trails by the general public, and

Whereas, HCMA recognizes the value of the Trails to park patrons and the citizens of Southeast Michigan as a whole, and wishes to utilize Wolcott Mill Trail Association's expertise and volunteer labor to maintain and promote the Trails.

### III. Understandings

#### 1. Use of Wolcott Mill Metropark. HCMA will allow Wolcott Mill Trail Association to maintain and have access to the Trails at Wolcott Mill Metropark.

- a. Permitted Users. Except as expressly permitted otherwise in this Memorandum, horses and pedestrians will be allowed on the Trails. Under no circumstances and at no times will bicycles, motorized vehicles, or any similar users be permitted on the Trails. HCMA will enforce this policy.
- b. Access to Trails. Except as otherwise provided below, the Trails will be open to permitted users at all times during which Wolcott Mill Metropark is open to the public, and public access will generally be governed by the policies regarding public access to Wolcott Mill Metropark as a whole.
  - i. Closing Due to Conditions. HCMA will consult with Wolcott Mill Trail Association to determine the best manner in which to notify users of trail closures and enforce trail closures.
  - ii. Special Events. A Special Event is any ride, run, or hike/walk that charges any form of fee, tracks time or other results in any fashion, and/or that generally resembles a race or “charity ride” or “charity run.” A Special Event also includes any use of the Trail that is substantially incompatible with use of the Trail by the general public. A Special Event does not include an informal group ride scheduled by Wolcott Mill Trail Association or any other party.
    1. Coordination with Wolcott Mill Trail Association. If a party other than Wolcott Mill Trail Association is seeking to hold a Special Event at the Trails, then HCMA will endeavor to consult with Wolcott Mill Trail Association regarding the event and its impact on the Trails. HCMA has final authority to approve or deny a Special Event.
    2. Clean-Up. Any party that holds a Special Event will be responsible for cleaning up any and all resulting debris.
- c. Management of the Trails. HCMA will manage the Trails in coordination with Wolcott Mill Trail Association. Management includes but is not limited to user policies, parking, signage, and maps.
  - i. User Conflicts. Wolcott Mill Trail Association will seek to reduce the potential for user conflict with pedestrians.
  - ii. Maps and Signage. HCMA will consult with Wolcott Mill Trail Association on appropriate signage and to fund the installation and maintenance of such signage. HCMA has final authority on decisions regarding the content and placement of maps and signage.
- d. Maintenance of Existing Trails.
  - i. HCMA assistance. HCMA will provide reasonable assistance with maintenance of the Trails that is consistent with its overall maintenance of Wolcott Mill Metropark.
  - ii. Maintenance.
    1. Regular Maintenance. Regular maintenance will consist of such activities as the removal of limbs, leaves, and other natural debris from the trail, picking up litter, maintenance of existing signage, and other similar activities. Equipment used for regular maintenance may include power hand tools, mowers, and vehicles such as tractors and all-terrain vehicles (ATVs).
      - a. Notice and Consent Required. At least three days prior to performing regular maintenance, Wolcott Mill Trail Association will notify HCMA.



2. Extraordinary maintenance. Extraordinary maintenance will consist of such activities as building or installing wooden bridges, kiosks, or any other non-natural structure, rerouting trail, building new trail, removing trees, and other similar activities.
    - a. Notice and Consent Required. Wolcott Mill Trail Association will describe the proposed activity to the satisfaction of HCMA and obtain written consent from HCMA at least one week prior to performing any extraordinary maintenance activities.
2. **Exclusivity.** At the complete discretion of HCMA, Wolcott Mill Trail Association and HCMA will be the only groups and entities involved in the management and maintenance of the Trails during the term of this agreement.
3. **Non-Fund Obligating Document.** Nothing in this MOU shall obligate HCMA or Wolcott Mill Trail Association to contribute or transfer any funds. Specific work projects or activities that would require the transfer of funds or services between HCMA and Wolcott Mill Trail Association will require execution of separate agreements and be contingent upon the availability of appropriated funds.
4. **Volunteer Labor.** Unless Wolcott Mill Trail Association has obtained prior consent from HCMA, Wolcott Mill Trail Association will use only volunteer, unpaid labor to conduct its maintenance activities and any other activities performed at Wolcott Mill Metropark.
  - a. Volunteer Application. All individuals under the direction of Wolcott Mill Trail Association performing volunteer maintenance activities at Wolcott Mill Metropark shall have on file the standard HCMA Volunteer Application.
  - b. Records Management. All records (paper or electronic) created or produced in part of or in whole are to be maintained for three years and made available upon request. The number of volunteer hours and trail maintenance accomplishments are to be reported to HCMA annually.
5. **Communications.**
  - a. Method of providing notice and obtaining consent. Notice and consent may be provided or confirmed via email or other written communication.
  - b. Authorized Parties.
    - i. Wolcott Mill Trail Association. All communications regarding Wolcott Mill Metropark will be directed first to the Wolcott Mill Trail Association President.
    - ii. HCMA. All communications regarding Wolcott Mill Metropark will be directed first to either the Park Manager or Eastern District Superintendent.
    - iii. Change in Authorized Parties. Wolcott Mill Trail Association and HCMA will provide notice to the other party of any changes in the Authorized Parties.
6. **Property Rights.** Nothing in this MOU will convey any property rights to Wolcott Mill Trail Association.
7. **Liability and indemnification.** Wolcott Mill Trail Association, its members, and all volunteers assume all risks and hazards incidental to participation in the foregoing activities. Wolcott Mill Trail Association agrees to indemnify, defend, and hold harmless HCMA, its officers, agents, and employees, from all claims, damages, losses, suits, or actions, including reasonable costs and attorney fees, arising or resulting from the installation, construction, operation, maintenance, repair, renewal, replacement or removal of any Trails, natural or man-made materials, or other facilities on HCMA property by Wolcott Mill Trail Association or its employees, agents, successors, or assigns.

upon the HCMA's property described herein. Wolcott Mill Trail Association also agrees to indemnify, defend, and hold harmless HCMA, its agents, employees, officers and servants from all claims, damages, losses and expenses pertaining to the use of HCMA property arising out of its Wolcott Mill Trail Association operations or activities, HCMA operations or activities, or the operations or activities of others. However, notwithstanding anything to the contrary, Wolcott Mill Trail Association will not indemnify HCMA for claims arising out of the sole negligence of HCMA.

- 8. Not an Employee.** Although utilizing an HCMA facility, the Wolcott Mill Trail Association, its members, agents or volunteers shall not be considered agents or employees of HCMA or any purpose. It is understood by the Wolcott Mill Trail Association and HCMA that this MOU is not intended to create a joint venture or principal-agent relationship between them and their respective members, employees, officers, agents or volunteers.
- 9. Duration.** This MOU will continue in effect for a period of three years, commencing on December 10, 2017 and ending on December 31, 2020, unless terminated prior thereto. Either party may terminate this MOU upon 10 days advance written notice to the other party.

Agreed and understood:

**WOLCOTT MILL TRAIL ASSOCIATION**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**HURON-CLINTON METROPOLITAN AUTHORITY**

By: \_\_\_\_\_  
Michael Reese

Its: Acting Director



## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Mike Brahm-Henkel, Manager of Engineering  
 Project No: 709-17-031  
 Project Title: Approval – Change Order for Sewer Rehabilitation Project  
 Project Type: Major Maintenance  
 Location: Stony Creek Metropark, Macomb County  
 Date: November 2, 2017

### **Action Requested: Motion to Approve**

That the Board of Commissioners' approve a change order to Contract No. 709-17-031 in the amount of \$26,908 as recommended by Manager of Engineering Mike Brahm-Henkel and staff.

**Fiscal Impact:** The project was originally budgeted for \$100,000. The original contract was approved in the amount \$45,900. With the additional proposed work in the amount of \$26,908, the project will still be under the original budgeted amount by \$27,192.

**Scope of Work:** The additional work includes installing of more cured in place pipe lining and camera inspections of pipe runs.

**Background:** The project was approved by the Board at its Sept. 14, 2017 meeting. The added section will line a portion of sewer and will include additional televising of sanitary sewer at the Winter Cove picnic area, which is experiencing infiltration.

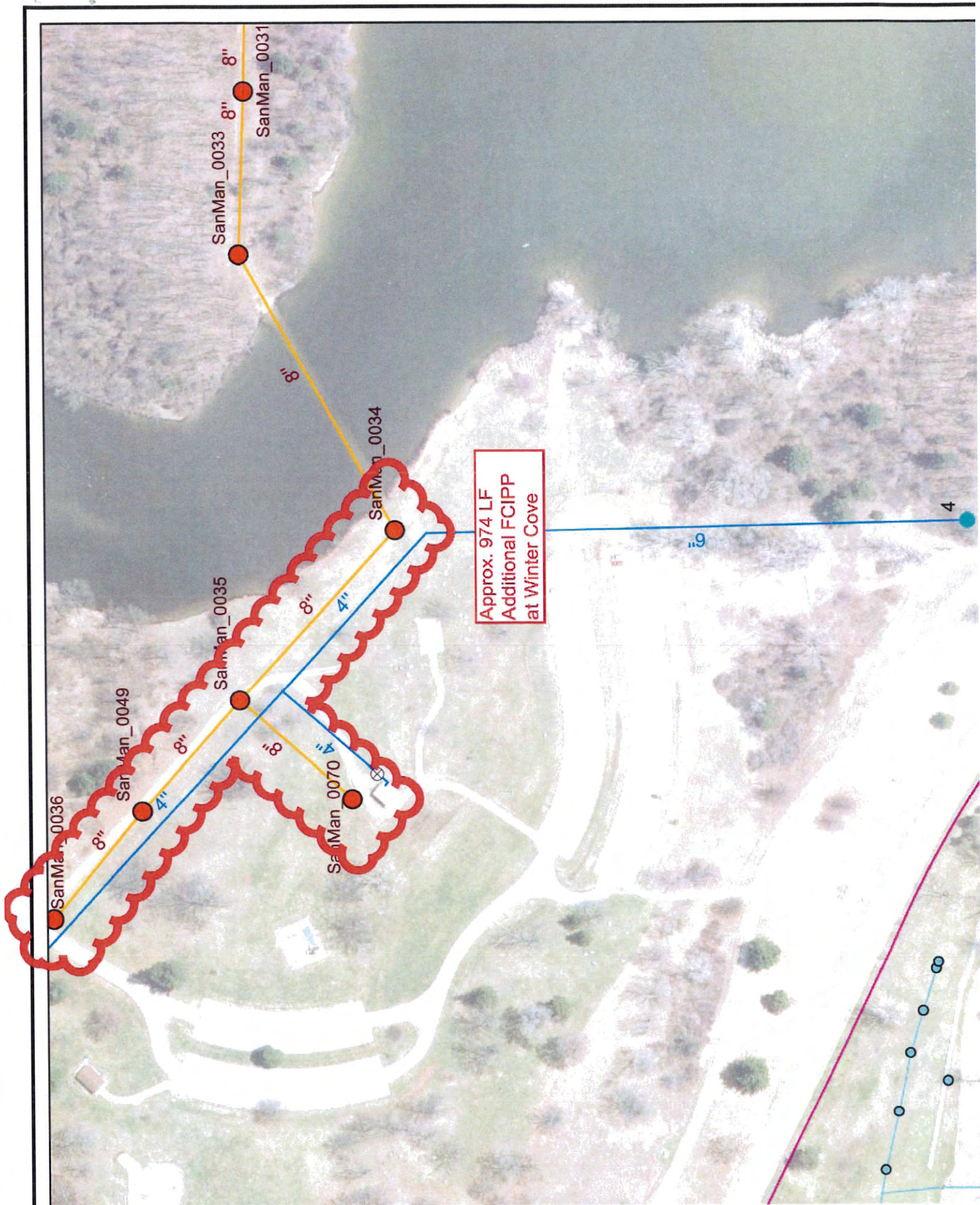
Sections of the existing sanitary sewer system were originally installed in 1963. As part of ongoing maintenance and to help prevent unwanted infiltration into the system, periodic televising of pipe runs and inspections are necessary. The engineering department conducted visual inspections last year and again this year. Manhole inspections has indicated problems with infiltration into the system. As part of those inspections, areas have been identified that need repair and further investigation by televising of buried sewer pipe.

Additional work may be necessary as the work progresses and further information is obtained. There is one main sewer meter location for Stony Creek and any infiltration into the system will cause inflated sewer costs for the park.

### **Attachment: Sewer Rehabilitation Project Location Photo**









PARK	MONTHLY VEHICLE ENTRIES				MONTHLY TOLL REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	27,376	24,355	22,373	22%	\$ 37,878	\$ 37,564	\$ 52,717	-28%
Wolcott Mill	7,102	8,497	8,425	-16%	\$ 3,595	\$ 110	\$ 144	2397%
Stony Creek	36,533	33,276	33,948	8%	\$ 58,985	\$ 59,716	\$ 64,312	-8%
Indian Springs	7,569	7,605	7,365	3%	\$ 8,934	\$ 8,367	\$ 8,329	7%
Kensington	58,039	64,053	62,272	-7%	\$ 84,044	\$ 99,712	\$ 88,193	-5%
Huron Meadows	11,195	12,893	12,493	-10%	\$ 13,863	\$ 19,514	\$ 17,989	-23%
Hudson Mills	21,898	23,548	22,093	-1%	\$ 32,420	\$ 40,116	\$ 37,423	-13%
Lower Huron/Willow/Oakwoods	47,384	44,609	42,932	10%	\$ 27,881	\$ 29,149	\$ 30,811	-10%
Lake Erie	14,248	17,078	13,393	6%	\$ 17,791	\$ 30,351	\$ 30,382	-41%
Monthly TOTALS	231,344	235,914	225,293	3%	\$ 285,391	\$ 324,599	\$ 330,300	-14%

PARK	Y-T-D VEHICLE ENTRIES				Y-T-D TOLL REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	372,229	365,063	357,780	4%	\$ 1,398,541	\$ 1,494,217	\$ 1,303,708	7%
Wolcott Mill	77,021	60,380	54,070	42%	\$ 53,060	\$ 6,134	\$ 2,607	1935%
Stony Creek	503,490	507,031	492,105	2%	\$ 2,308,506	\$ 2,259,101	\$ 1,925,957	20%
Indian Springs	82,883	86,267	81,068	2%	\$ 263,279	\$ 289,077	\$ 250,423	5%
Kensington	688,006	699,172	697,432	-1%	\$ 2,561,274	\$ 2,345,841	\$ 1,966,663	30%
Huron Meadows	87,575	89,828	86,167	2%	\$ 72,328	\$ 75,743	\$ 75,514	-4%
Hudson Mills	191,712	190,425	192,066	0%	\$ 524,561	\$ 499,047	\$ 455,633	15%
Lower Huron/Willow/Oakwoods	512,361	486,628	469,931	9%	\$ 1,020,313	\$ 1,064,404	\$ 908,381	12%
Lake Erie	175,592	183,062	163,679	7%	\$ 558,385	\$ 572,165	\$ 504,104	11%
Monthly TOTALS	2,690,869	2,667,856	2,594,299	4%	\$ 8,760,247	\$ 8,605,729	\$ 7,392,990	18%

PARK	MONTHLY PARK REVENUE				Y-T-D PARK REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	\$ 103,728	\$ 73,984	\$ 77,162	34%	\$ 2,110,637	\$ 2,241,749	\$ 1,953,480	8%
Wolcott Mill	\$ 33,695	\$ 49,958	\$ 54,814	-39%	\$ 238,045	\$ 541,967	\$ 502,105	-53%
Stony Creek	\$ 133,531	\$ 129,881	\$ 135,056	-1%	\$ 3,906,077	\$ 3,931,704	\$ 3,500,545	12%
Indian Springs	\$ 70,567	\$ 66,041	\$ 56,520	25%	\$ 1,072,877	\$ 1,108,811	\$ 1,035,134	4%
Kensington	\$ 202,554	\$ 229,610	\$ 197,498	3%	\$ 4,521,192	\$ 4,250,686	\$ 3,758,238	20%
Huron Meadows	\$ 74,330	\$ 77,362	\$ 66,899	11%	\$ 866,813	\$ 867,682	\$ 818,101	6%
Hudson Mills	\$ 78,205	\$ 72,918	\$ 69,669	12%	\$ 1,065,112	\$ 1,029,757	\$ 971,871	10%
Lower Huron/Willow/Oakwoods	\$ 89,764	\$ 104,852	\$ 94,707	-5%	\$ 2,715,869	\$ 2,976,287	\$ 2,671,414	2%
Lake Erie	\$ 69,979	\$ 82,888	\$ 74,694	-6%	\$ 1,618,276	\$ 1,707,768	\$ 1,586,480	2%
Y-T-D TOTALS	\$ 856,353	\$ 887,494	\$ 827,019	4%	\$ 18,114,899	\$ 18,656,411	\$ 16,797,368	8%

District	Y-T-D Vehicle Entries by Management Unit				Y-T-D Total Revenue by Management Unit			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Eastern	952,740	932,474	903,955	5%	6,254,760	6,715,420	5,956,130	5%
Western	1,050,176	1,065,692	1,056,734	-1%	7,525,994	7,256,936	6,583,345	14%
Southern	687,953	669,690	633,610	9%	4,334,145	4,684,055	4,257,894	2%



# HURON-CLINTON METROPARKS MONTHLY STATISTICS

October, 2017

GOLF THIS MONTH	MONTHLY ROUNDS				MONTHLY REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Stony Creek	2,046	1,740	1,940	5%	\$ 54,814	\$ 45,707	\$ 44,215	24%
Indian Springs	1,995	1,545	1,472	36%	\$ 45,484	\$ 34,359	\$ 31,142	46%
Kensington	1,887	2,167	2,035	-7%	\$ 48,549	\$ 49,565	\$ 44,082	10%
Huron Meadows	2,394	2,113	1,912	25%	\$ 60,267	\$ 57,048	\$ 44,732	35%
Hudson Mills	1,278	948	1,074	19%	\$ 25,385	\$ 21,190	\$ 20,105	26%
Willow	1,959	1,914	1,775	10%	\$ 45,817	\$ 44,878	\$ 40,264	14%
Lake Erie	1,618	1,853	1,632	-1%	\$ 40,243	\$ 39,226	\$ 28,493	41%
Total Regulation	13,177	12,280	11,839	11%	\$ 320,558	\$ 291,973	\$ 253,033	27%
LSC Par 3	391	449	251	56%	\$ 2,492	\$ 2,284	\$ 1,330	87%
LSC Foot Golf	4	30	14	-72%	\$ 28	\$ 229	\$ 95	-71%
Total Golf	13,572	13,013	12,307	10%	\$ 323,078	\$ 296,116	\$ 255,720	26%

GOLF Y-T-D	GOLF ROUNDS Y-T-D				GOLF REVENUE Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Stony Creek	29,366	29,278	29,172	1%	\$ 941,642	\$ 942,249	\$ 858,013	10%
Indian Springs	24,172	22,506	22,958	5%	\$ 671,533	\$ 554,545	\$ 550,236	22%
Kensington	29,161	28,743	28,117	4%	\$ 728,801	\$ 713,928	\$ 682,683	7%
Huron Meadows	25,718	24,539	23,649	9%	\$ 780,544	\$ 764,197	\$ 653,658	19%
Hudson Mills	16,637	15,433	15,742	6%	\$ 400,692	\$ 372,654	\$ 331,686	21%
Willow	21,894	24,565	22,630	-3%	\$ 621,123	\$ 681,294	\$ 627,302	-1%
Lake Erie	22,497	24,446	23,370	-4%	\$ 632,997	\$ 639,716	\$ 525,102	21%
Total Regulation	169,445	169,510	165,637	2%	\$ 4,777,331	\$ 4,668,583	\$ 4,228,680	13%
LSC Par 3	7,134	7,975	7,800	-9%	\$ 43,346	\$ 46,592	\$ 47,201	-8%
LSC Foot Golf	788	1,063	812	-3%	\$ 5,427	\$ 9,094	\$ 5,998	-10%
Total Golf	177,367	183,535	179,342	-1%	\$ 4,826,104	\$ 4,757,666	\$ 4,315,213	12%

AQUATICS THIS MONTH	PATRONS THIS MONTH				MONTHLY REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair	0	0	0	-	\$ -	\$ -	\$ -	-
Stony Creek Rip Slide	0	0	0	-	\$ -	\$ -	\$ -	-
KMP Splash	0	0	0	-	\$ -	\$ -	\$ -	-
Lower Huron	0	0	0	-	\$ -	\$ 1,252	\$ 551	-
Willow	0	0	0	-	\$ -	\$ 266	\$ 89	-
Lake Erie	0	0	0	-	\$ 743	\$ 1,497	\$ 518	43%
TOTALS	0	0	0	-	\$ 743	\$ 3,015	\$ 1,157	-36%

AQUATICS Y-T-D	PATRONS Y-T-D				REVENUE Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair	41,488	50,880	49,174	-16%	\$ 204,883	\$ 255,576	\$ 213,476	-4%
Stony Creek Rip Slide	27,943	34,828	35,325	-21%	\$ 138,334	\$ 182,464	\$ 143,136	-3%
KMP Splash	38,298	46,678	45,993	-17%	\$ 228,352	\$ 274,210	\$ 240,835	-5%
Lower Huron	81,096	97,033	93,175	-13%	\$ 816,760	\$ 958,957	\$ 904,570	-10%
Willow	18,328	21,003	19,610	-7%	\$ 92,276	\$ 106,762	\$ 97,437	-5%
Lake Erie	28,519	35,603	37,718	-24%	\$ 229,709	\$ 284,151	\$ 229,934	0%
TOTALS	235,672	288,882	283,534	-17%	\$ 1,710,314	\$ 2,082,512	\$ 1,847,431	-7%



PARK	Seasonal Activities this Month				Monthly Revenue			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
<b>Lake St. Clair</b>								
Welsh Center	2	1	2	-14%	\$ 800	\$ 1,600	\$ 1,067	-25%
Shelters	18	22	9	108%	\$ 6,950	\$ 8,000	\$ 7,705	-10%
Boat Launches	173	210	244	-29%	\$ -	\$ -	\$ -	-
Marina	205	151	140	46%	\$ 1,180	\$ 1,199	\$ 1,178	0%
Mini-Golf	0	0	0	-	\$ -	\$ -	\$ -	-
<b>Wolcott</b>								
Activity Center	7	12	11	-34%	\$ 3,300	\$ 2,000	\$ 3,393	-3%
<b>Stony Creek</b>								
Disc Golf Daily	533	478	466	14%	\$ 1,599	\$ 1,434	\$ 1,411	13%
Disc Golf Annual	0	0	0	-	\$ -	\$ -	\$ -	-
Total Disc Golf	533	478	466	14%	\$ 1,599	\$ 1,434	\$ 1,411	13%
Shelters	25	28	32	-22%	\$ 5,625	\$ 6,300	\$ 6,950	-19%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ -	-
Boat Launches	0	30	56	-	\$ -	\$ -	\$ -	-
<b>Indian Springs</b>								
Shelters	0	2	1	-	\$ -	\$ 400	\$ 200	-
Event Room	8	7	4	85%	\$ 12,300	\$ 12,850	\$ 6,831	80%
<b>Kensington</b>								
Disc Golf Daily	1,050	1,682	1,530	-31%	\$ 3,150	\$ 5,046	\$ 4,002	-21%
Disc Golf Annual	0	1	1	-	\$ -	\$ 55	\$ 72	-
Total Disc Golf	1,050	1,683	1,531	-31%	\$ 3,150	\$ 5,101	\$ 4,074	-23%
Shelters	32	40	40	-20%	\$ 7,200	\$ 10,125	\$ 9,467	-24%
Boat Rental	0	0	0	-	\$ -	\$ -	\$ 0	-
<b>Huron Meadows</b>								
Shelters	1	3	2	-50%	\$ 200	\$ 600	\$ 400	-50%
<b>Hudson Mills</b>								
Disc Golf Daily	481	482	551	-13%	\$ 1,443	\$ 1,446	\$ 1,462	-1%
Disc Golf Annual	0	0	0	-	\$ -	\$ -	\$ 17	-
Total Disc Golf	481	482	551	-13%	\$ 1,443	\$ 1,446	\$ 1,479	-2%
Shelters	3	5	5	-40%	\$ 600	\$ 1,000	\$ 1,000	-40%
Canoe Rental	0	73	66	-	\$ 12,848	\$ 321	\$ 285	4408%
<b>Lower Huron / Willow / Oakwoods</b>								
Shelters	48	65	64	-25%	\$ 10,450	\$ 14,550	\$ 14,267	-27%
<b>Lake Erie</b>								
Shelters	4	3	3	20%	\$ 800	\$ 700	\$ 867	-8%
Boat Launches	938	1,054	875	7%	\$ -	\$ -	\$ -	-
Marina	14	17	24	-42%	\$ 9,203	\$ 10,104	\$ 8,648	6%

PARK	Seasonal Activities Y-T-D				Seasonal Revenue Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
<b>Lake St. Clair</b>								
Welsh Center	40	25	41	-3%	\$ 32,625	\$ 21,275	\$ 22,658	44%
Shelters	210	262	373	-44%	\$ 63,260	\$ 68,045	\$ 68,016	-7%
Boat Launches	5,674	5,259	5,535	3%	\$ -	\$ -	\$ -	-
Marina	2,871	3,081	3,227	-11%	\$ 27,134	\$ 22,028	\$ 22,716	19%
Mini-Golf	9,423	7,990	9,169	3%	\$ 33,456	\$ 28,954	\$ 32,724	2%
<b>Wolcott</b>								
Activity Center	81	101	98	-17%	\$ 15,340	\$ 14,850	\$ 16,917	-9%
<b>Stony Creek</b>								
Disc Golf Daily	14,158	15,120	17,589	-20%	\$ 45,007	\$ 45,441	\$ 47,950	-6%
Disc Annual	124	133	97	27%	\$ 6,660	\$ 6,955	\$ 4,738	41%
Total Disc Golf	14,282	15,253	17,686	-19%	\$ 51,667	\$ 52,396	\$ 52,688	-2%
Shelters	355	394	379	-6%	\$ 79,775	\$ 82,860	\$ 77,373	3%
Boat Rental	15,241	17,189	16,598	-8%	\$ 161,789	\$ 183,197	\$ 164,595	-2%
Boat Launches	763	789	1,530	-50%	\$ -	\$ -	\$ -	-
<b>Indian Springs</b>								
Shelters	21	55	61	-66%	\$ 4,050	\$ 7,050	\$ 7,783	-48%
Event Room	53	52	45	18%	\$ 88,400	\$ 104,266	\$ 76,102	16%
<b>Kensington</b>								
Disc Golf Daily	20,897	22,115	24,632	-15%	\$ 62,692	\$ 66,345	\$ 65,678	-5%
Disc Annual	97	145	148	-35%	\$ 7,464	\$ 7,655	\$ 6,325	18%
Total Disc Golf	20,994	22,260	24,780	-15%	\$ 70,156	\$ 74,000	\$ 72,003	-3%
Shelters	403	381	427	-6%	\$ 95,975	\$ 99,110	\$ 100,493	-4%
Boat Rental	15,471	18,792	20,096	-23%	\$ 213,756	\$ 237,767	\$ 231,642	-8%
<b>Huron Meadows</b>								
Shelters	22	25	22	0%	\$ 4,400	\$ 5,000	\$ 4,400	0%
<b>Hudson Mills</b>								
Disc Golf Daily	8,820	8,782	10,152	-13%	\$ 26,460	\$ 26,346	\$ 26,529	0%
Disc Annual	154	118	130	18%	\$ 8,250	\$ 6,290	\$ 6,425	28%
Total Disc Golf	8,974	8,900	10,282	-13%	\$ 34,710	\$ 32,636	\$ 32,954	5%
Shelters	110	102	105	5%	\$ 22,400	\$ 20,400	\$ 21,000	7%
Canoe Rental	6,034	6,421	6,001	1%	\$ 49,472	\$ 27,722	\$ 26,728	85%
<b>Lower Huron / Willow / Oakwoods</b>								
Shelters	296	315	303	-2%	\$ 64,200	\$ 68,625	\$ 66,767	-4%
<b>Lake Erie</b>								
Shelters	63	72	71	-11%	\$ 14,300	\$ 16,200	\$ 15,733	-9%
Boat Launches	15,242	15,093	13,283	15%	\$ -	\$ -	\$ -	-
Marina	49	174	108	-55%	\$ 158,129	\$ 177,789	\$ 166,403	-5%

## INTERPRETIVE FACILITIES

PARK	Monthly Patrons Served				YTD Patrons Served			
	(total program participants and non-program visitors)				(total program participants and non-program visitors)			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	11,462	9,781	9,715	18%	158,706	135,508	137,457	15%
Wolcott Mill	6,189	7,359	7,482	-17%	35,929	44,500	40,350	-11%
Wolcott Farm	3,927	7,863	6,526	-40%	49,694	76,112	73,753	-33%
Stony Creek	24,095	23,677	23,103	4%	183,086	175,560	170,067	8%
Eastern Mobile Center	761	977	869	-12%	14,459	8,998	11,729	23%
Indian Springs	8,301	8,267	8,555	-3%	74,290	77,468	77,656	-4%
Kens NC	25,670	25,890	26,601	-3%	238,357	247,267	241,205	-1%
Kens Farm	30,707	29,011	29,349	5%	264,372	262,599	270,680	-2%
Western Mobile Center	429	739	1,046	-59%	8,691	12,873	18,663	-53%
Hudson Mills	4,024	3,726	4,124	-2%	33,037	34,178	36,424	-9%
Oakwoods	17,089	16,273	16,460	4%	137,307	137,224	131,871	4%
Lake Erie	15,016	9,368	11,293	33%	131,826	91,497	94,684	39%
Southern Mobile Center	1,294	733	1,014	28%	11,616	7,804	9,710	20%
Totals	148,964	143,664	146,136	2%	1,341,370	1,311,588	1,314,247	2%

PARK	Monthly Revenue				YTD Revenue			
	Current	Previous	Prev 3 Yr Avg	Change from Average	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	\$ 900	\$ 1,739	\$ 2,268	-60%	\$ 28,608	\$ 26,832	\$ 23,184	23%
Wolcott Mill	\$ 2,492	\$ 3,814	\$ 4,814	-48%	\$ 14,015	\$ 13,867	\$ 13,780	2%
Wolcott Farm	\$ 10,487	\$ 5,812	\$ 8,600	22%	\$ 63,920	\$ 58,931	\$ 53,762	19%
Wagon Rides	\$ 1,574	\$ 3,282	\$ 4,836	-67%	\$ 14,267	\$ 11,771	\$ 10,531	35%
Livestock/Produce	\$ 6,634	\$ 5,660	\$ 11,255	-41%	\$ 32,682	\$ 25,993	\$ 40,564	-19%
FARM TOTAL	\$ 18,695	\$ 14,754	\$ 24,691	-24%	\$ 110,869	\$ 96,695	\$ 104,857	6%
Stony Creek	\$ 2,523	\$ 3,298	\$ 3,567	-29%	\$ 23,096	\$ 25,009	\$ 23,785	-3%
Eastern Mobile Center	\$ 250	\$ 88	\$ 29	752%	\$ 4,255	\$ 893	\$ 298	1329%
Indian Springs	\$ 2,849	\$ 2,462	\$ 2,941	-3%	\$ 30,379	\$ 31,813	\$ 33,700	-10%
Kens NC	\$ 3,904	\$ 6,220	\$ 4,338	-10%	\$ 26,764	\$ 26,326	\$ 23,772	13%
Kens Farm	\$ 1,941	\$ 12,926	\$ 5,283	-63%	\$ 28,885	\$ 83,098	\$ 57,596	-50%
Wagon Rides	\$ 9,793	\$ 8,787	\$ 8,458	16%	\$ 45,781	\$ 33,298	\$ 31,184	47%
Livestock/Produce	\$ 2,393	\$ 252	\$ 4,319	-45%	\$ 8,014	\$ 14,440	\$ 18,733	-57%
FARM TOTAL	\$ 14,127	\$ 21,964	\$ 18,060	-22%	\$ 82,680	\$ 130,836	\$ 107,512	-23%
Western Mobile Center	\$ 3,320	\$ 3,713	\$ 3,458	-4%	\$ 15,217	\$ 20,715	\$ 19,015	-20%
Hudson Mills	\$ 1,623	\$ 1,030	\$ 1,208	34%	\$ 13,243	\$ 13,101	\$ 12,655	5%
Oakwoods	\$ 2,459	\$ 3,442	\$ 4,236	-42%	\$ 20,050	\$ 15,615	\$ 17,878	12%
Lake Erie	\$ 361	\$ 357	\$ 250	45%	\$ 16,978	\$ 9,390	\$ 8,747	94%
Southern Mobile Center	\$ -	\$ -	\$ -	-	\$ 7,487	\$ 419	\$ 140	5261%
Totals	\$ 53,503	\$ 62,880	\$ 69,861	-23%	\$ 393,642	\$ 411,511	\$ 389,323	1%

BREAKDOWN OF ATTENDANCE	ON-SITE Programs and Attendance				OFF-SITE Programs and Attendance			
	CURRENT YEAR		PREVIOUS YEAR		CURRENT YEAR		PREVIOUS YEAR	
	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
Lake St Clair	46	1,177	56	1,437	4	45	2	98
Wolcott Mill	15	600	11	1,038	-	-	-	-
Wolcott Farm	40	1,982	48	3,567	-	-	-	-
Stony Creek	73	4,609	93	4,375	-	-	-	-
Eastern Mobile Center					6	761	6	977
Indian Springs	48	1,920	55	2,489	-	-	2	54
Kens NC	23	959	32	821	-	-	19	562
Kens Farm	315	9,731	171	4,726	-	-	-	-
Western Mobile Center					19	429	32	739
Hudson Mills	15	524	7	226	-	-	-	-
Oakwoods	33	746	84	1,336	8	2,046	5	55
Lake Erie	46	1,076	28	603	8	2,046	2	75
Southern Mobile Center					42	1,294	5	733
Totals	654	23,324	585	20,618	87	6,621	73	3,293
BREAKDOWN OF ATTENDANCE	OTHER VISITORS (Non-programs)							
	Current	Previous						
Lake St Clair	10,240	8,246						
Wolcott Mill	5,589	6,321						
Wolcott Farm	1,945	4,296						
Stony Creek	19,486	19,302						
Indian Springs	6,381	5,724						
Kens NC	24,711	24,507						
Kens Farm	20,976	24,285						
Hudson Mills	3,500	3,500						
Oakwoods	14,297	14,882						
Lake Erie	11,894	8,690						
Totals	119,019	119,753						

"ON-SITE" - Statistics includes both programs offered to the public and programs offered to school and scout groups.

"OFF-SITE" - Statistics includes outreach programs at schools, special events such as local fairs, or outdoor related trade shows.

"OTHER VISITORS" - Represents patrons to interpretive centers who visit to view exhibits, walk trails, and generally just enjoy the outdoors.