

**AGENDA**  
**Huron-Clinton Metropolitan Authority**  
**Board of Commission Meeting**  
**December 10, 2015 – 10:30 a.m.**  
**Administrative Office**

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1. Chairman's Statement
2. Public Participation
3. Minutes – November 12, 2015 Public Hearing, Regular Meeting and Closed Session
4. Approval – December 10, 2015 Full Agenda

**Consent Agenda**

5. **Approval – December 10, 2015 Consent Agenda**
  - a. Financial Statements and Payment Register (Vouchers) – November 2015
  - b. Monthly Appropriation Adjustments – November **pg. 1**
  - c. Purchases
    1. Police Vehicles, various Metroparks **pg. 5**
    2. Maintenance Vehicles, various Metroparks **pg. 7**
    3. Electric Signage, Kensington, Lower Huron and Lake St. Clair Metroparks **pg. 21**
  - d. Update – Purchases over \$10,000 **pg. 31**
  - e. Approval – 2015 Property Tax Levy Adjustments **pg. 33**
  - f. Approval – Workers Compensation Insurance Renewal **pg. 35**
  - g. Approval – MMRMA Member Self Insured Retention Fund Payment **pg. 37**
  - h. Approval – High Deductible Plan Employee Cost Offset Payment **pg. 39**
  - i. Report – Emergency Electrical Repair, Lake St. Clair Metropark **pg. 41**

**Regular Agenda**

6. Legislative Report **pg. 43**
7. **Reports**
  - A. *Administrative Office*
    1. Approval – Recommended 2016 Fund Balance Designation **pg. 45**
    2. Approval – Miller Canfield Contract Renewal **pg. 47**
    3. Approval – Media Relations Specialist/Communications Department Restructure **pg. 51**
8. Other Business
9. Staff Officer Update
10. Commissioner Comments
11. Motion to Adjourn

<p>The next regular Board of Commissioners meeting will take place: <u>Thursday, Jan. 14, 2016 – 10:30 a.m.</u> Administrative Office</p>
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**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners  
From: Rebecca Baaki, Chief Accountant  
Subject: Approval – November 2015 Appropriation Amendments  
Date: December 2, 2015

**Action Requested: Motion to Approve**

That the Board of Commissioners' approve the November 2015 Appropriation Amendments as recommended by Director Phifer and Controller Franchock.

**Background:** With the implementation of the new ERP system, appropriation amendments are requested as needed within a department, through a workflow process within the system. Requests are first routed to the appropriate department head/district superintendent for review and approval. Finance then provides a final review of the approved requests to verify they do not negatively affect the Fund Balance.

For the month of November, transfers totaled \$330,727. These were primarily the result of districts moving funds within the district to cover accounts that were over budget. Also included in this were transfers for Foundation benches that resulted in \$3,872 of increased revenue as well as \$3,872 of increased expenditures.

During November, there was also one amendment affecting the Fund Balance:

- \$448,000 in decreased revenue for grant revenue budgeted for in 2015 that will not be received until 2016.

**Attachment: Appropriation Adjustments**



## November Appropriation Adjustments

### TRANSFERS BETWEEN ACCOUNTS

Function	Location	Increases	Decreases	Difference
Capital	Kensington	\$ 1,000.00		\$ 1,000.00
	<b>Total</b>	1,000.00		1,000.00
Major Maintenance	Lake St. Clair		3,950.00	(3,950.00)
	Indian Springs		8,348.00	(8,348.00)
	<b>Total</b>		12,298.00	(12,298.00)
Operations	Lake St. Clair	120,450.00	118,700.00	1,750.00
	Kensington	28,780.50	25,240.50	3,540.00
	Lower Huron	50,500.00	50,500.00	-
	Hudson Mills	11,859.00	18,199.00	(6,340.00)
	Stony Creek	52,130.00	52,130.00	-
	Lake Erie	8,700.00	8,700.00	-
	Wolcott	28,450.00	28,450.00	-
	Indian Springs	8,348.00		8,348.00
	Huron Meadows	5,000.00	1,000.00	4,000.00
	<b>Total</b>	314,217.50	302,919.50	11,298.00
Administrative	Admin	15,509.15	15,509.15	-
	<b>Total</b>	15,509.15	15,509.15	-
	<b>Grand Total</b>	330,726.65	330,726.65	-

### FOUNDATION SUPPORT TRANSFERS

Function	Location	Sum of Increases	Sum of Decreases
Operations	Lake St. Clair	\$ 1,344.00	\$ 1,344.00
	Kensington	1,264.00	1,264.00
	Hudson Mills	1,264.00	1,264.00
	<b>Grand Total</b>	\$ 3,872.00	\$ 3,872.00





## HURON-CLINTON METROPOLITAN AUTHORITY

**To:** Board of Commissioners  
**From:** Maria van Rooijen, Senior Buyer  
**Project No:** RFP-16-001 Macomb County Bid 12-07  
**Project Title:** Purchase – Police Vehicles  
**Location:** Kensington, Lake St. Clair, Lower Huron and Stony Creek Metroparks  
 Oakland, Macomb, Wayne and Macomb Counties  
**Date:** December 2, 2015

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

That the Board of Commissioners' approve the purchase of (12) 2016 Ford Utility Police Interceptors for \$350,100 and two (2) 2016 Ford F-250 Crew Cab pickup trucks for \$68,322 for a grand total of \$418,422 from Signature Ford in Owosso as recommended by Senior Buyer Maria van Rooijen and staff.

**Fiscal Impact:** All vehicles are budgeted, the two pickup trucks are over the estimated budgeted amount by \$1,161 each, however; there is money in the account to cover the cost due to the police cars being under budget by \$2,000.

**Scope of Work:** Furnish and deliver (12) police vehicles 2016 Ford Police Interceptor Utility AWD vehicles and two (2) 2016 Ford F-250 Crew Cab 4x4 Pickups with a 6.5-foot box, all vehicles are white.

**Background:** The 2016 Annual Budget was Board approved at the Nov. 12, 2015 meeting, and the requested vehicles were part of the approved budget. Of the 12 vehicles being replaced a few will be transferred to other areas of the parks to fulfill a need for vehicles and remaining vehicles will be sold at auction due to high repairs (age) and maintenance costs. Approximately six of the vehicles being replaced have more than 100,000 miles and the balance have between 75,000 and 90,000 miles.

The price comparison is done by comparing state, local and counties police and/or vehicle cooperative contracts. Signature Ford has both a state and county vehicle contract. These vehicles are being purchased through the Macomb County contract.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Signature Ford	Owosso	\$418,422





# HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Maria van Rooijen, Senior Buyer  
 Project No: RFP-16-001 Macomb County Bid 12-07  
 Project Title: Purchases – Maintenance and Park Vehicles  
 Location: Administrative Office, Kensington, Lower Huron, Hudson Mills, Stony Creek,  
 Lake Erie and Huron Meadows Metroparks  
 Livingston, Oakland, Wayne, Washtenaw and Macomb Counties  
 Date: December 2, 2015

## Action Requested: Motion to Approve

That the Board of Commissioners' (1) award RFP-16-001 Macomb County Bid 12-07 to the low responsive, responsible bidder, Signature Ford in the amount of \$430,668; (2) and to approve transfers within the Capital Equipment Account to cover over budget items as recommended by Senior Buyer Maria van Rooijen and staff

**Fiscal Impact:** These vehicles are 2016-budgeted items and under budget by \$17,332.

**Scope of Work:** Furnish and deliver the following vehicles:

Qty	Description	Cost	Budget
1	2016 Ford F-350 Crew Cab 4x4 with an enclosed utility body 98-inch Reading Classic LL Tapered Panel Body Natural Resource Crew (NRC) Replacement (#4).	\$56,436	\$52,000
1	Ford Expedition EL 4x4 NRC Replacement (#19).	\$34,538	\$32,000
1	Ford F-250 Crew Cab 4x4 Pickup 8-foot box with Topper NRC Replacement (#342).	\$32,886	\$33,000
1	Ford F-150 Super Cab 4x4 Pickup 6½-foot box Lower Huron Replacement (#1955).	\$26,972	\$33,000
1	Ford F-150 Super Cab 4x4 Pickup 6½-foot box Lake Erie Replacement (# 879).	\$26,972	\$28,000
1	Ford F-350 Crew Cab 4x4 Pickup 6½-foot box Kensington Replacement (#122).	\$33,386	\$33,000
1	Ford F-250 Crew Cab 4x4 Pickup 6½-foot box Kensington Replacement (#858).	\$30,000	\$30,000
1	Ford F-150 Super Cab 4x4 Pickup 6½-foot box Hudson Mills Replacement (#1106).	\$27,363	\$28,000
1	Ford F-250 Super Cab 4x4 Pickup 6½-foot box Hudson Mills Replacement (#1192), with a plow package.	\$31,272	\$33,000
1	Ford F250 Regular Cab, 4x4 Pickup 8-foot box Huron Meadows Replacement (#1291), with a plow package.	\$33,158	\$32,000
1	Ford F-250 Regular Cab, 4x4 Pickup 8-foot box Indian Springs Replacement (#1701), with a plow package.	\$33,158	\$32,000
1	Ford F-250 Crew Cab 4x4 Pickup 6½-foot box Stony Creek Replacement (#779).	\$30,529	\$32,000
1	Ford F-350 Crew Cab, 4x4 Pickup 6 ½ box Wolcott Replacement (#1407), with a plow package.	\$33,998	\$50,000
<b>Total</b>		<b>\$430,668</b>	<b>\$448,000</b>

**Purchases – Maintenance and Park Vehicles**  
**Page 2**

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**Background:** The 2016 Annual Budget was Board approved at the Nov. 12, 2015 meeting, and the requested vehicles were part of the approved budget. The replacement unit numbers are indicated at the end of each new vehicle description and pictures are attached of all replacement vehicles. All of the trucks being replaced are more than 10-years-old, with a significant amount of rust especially on the floor boards.

Most of the vehicles have mileage over 100,000 except for two vehicles. The varying prices is due to the options, which is based on the work that is being done by each particular department. The Natural Resource Crew (NRC) vehicle is a rolling shop and the vehicle is equipped with shelving units to organize equipment. All vehicles will have a reversing sensor and backup alarms.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Signature Ford	Owosso	\$430,668

**Attachments: Replacement Vehicle Photos**



**Unit 342**  
NRC

2006 Ford F-150 4x4  
Mileage – 128,000



**Unit 19**  
NRC

2008 Ford Expedition XLT  
Mileage – 128,605



**Unit 4**  
NRC

2007 Chevy Pickup  
Mileage – 63,165

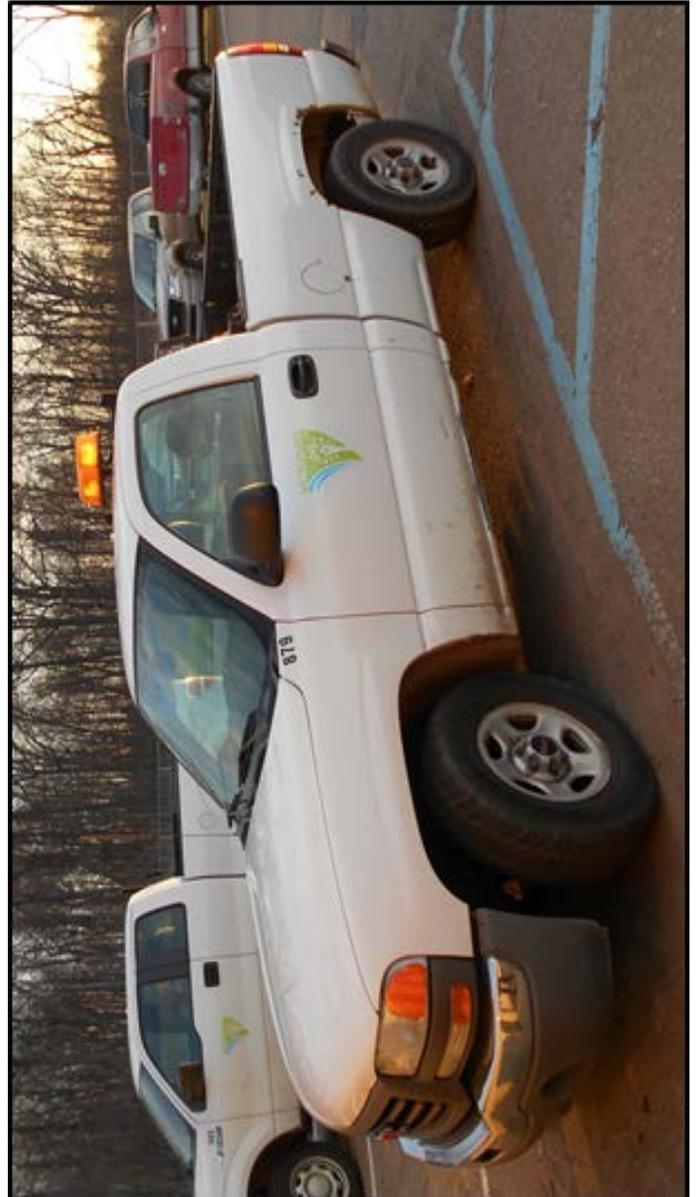




**Unit 1955**  
2006 Ford F-250  
Mileage – 117,900



**Unit 879**  
Lake Erie  
2004 GMC Pickup  
Mileage – 136,000







**Unit 122**

Kensington Garage

2003 Chevy Crew Cab One-Ton pickup  
Rusted through frame; unsafe to drive

**Unit 858**

2005 GMC 4x4

¾ ton Truck

Mileage – 117,400







**Unit 1106**  
Hudson Mills  
2003 GMC Pickup  
Mileage – 106,300  
Extensive rust



**Unit 1192**  
Hudson Mills  
2000 GMC Crew Cab  
Mileage – 81,000  
Badly rusted, rocker panels, box







**Unit 1291**  
Huron Meadows  
2003 GMC Pickup  
Mileage – 71,000  
Rusted out, plow truck



**Unit 1701**  
Indian Springs  
2002 GMC Pickup 4x4 Plow Truck  
Mileage – 86,500  
Rusted out beyond repair

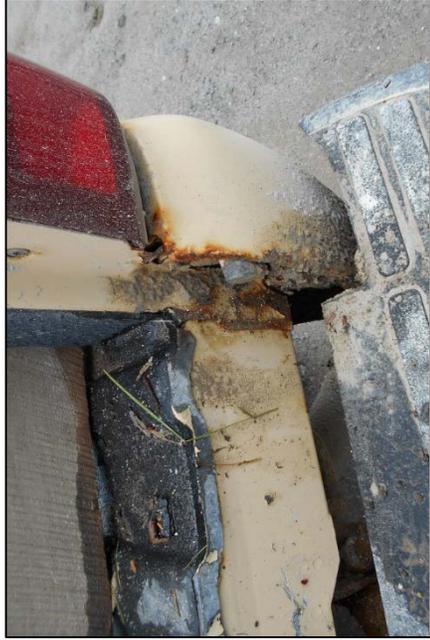






**Unit 779**

Stony Creek Grounds  
2006 GMC Pickup  
Mileage – 98,000



**Unit 1407**

Wolcott – Camp Rotary  
2002 GMC Pickup  
Mileage – 113,000

Wheels wells gone, tailgate pins rusted away, needs a completely new box





## HURON-CLINTON METROPOLITAN AUTHORITY

**To:** Board of Commissioners  
**From:** Maria van Rooijen, Senior Buyer  
**Project No:** RFP-15-057  
**Project Title:** Electronic Signs  
**Location:** Kensington, Lower Huron and Lake St. Clair Metroparks  
 Livingston, Wayne and Macomb Counties  
 December 2, 2015

Bids Opened: Thursday, October 22, 2015

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

That the Board of Commissioners' award RFP-15-057 to the low responsive, responsible bidder, Static Control Corporation in the amount of \$26,985 as recommended by Senior Buyer Maria van Rooijen and staff.

**Fiscal Impact:** This is 2015-budgeted item for \$36,000. The project is currently under budget and the funds have been transferred from the Capital Equipment Account to the work order. The electronic signs were originally budgeted as a portable sign and this purchase is for a stationary sign.

**Scope of Work:** Furnish and deliver three (3) park entrance electronic signs with a display area of 36-inches high by 96-inches wide, two-sided sign with the ability to have two different messages, LED, wireless communications, software and cabinet.

**Background:** Currently, Stony Creek Metropark has an electronic entrance sign and Lake St. Clair Metropark has an electronic sign at the plaza; this is a request to purchase three similar electronic signs. Due to varying ordinances for each township, the signs may have to be modified to fit within each township guidelines. Staff will not know this information until plans for the above listed parks are submitted to the respective township.

<u>Vendor</u>	<u>Location</u>	<u>Price</u>
Static Controls Corporation	Wixom	\$26,985.00
Advantage LED Signs	Ontario, CA	\$35,999.36

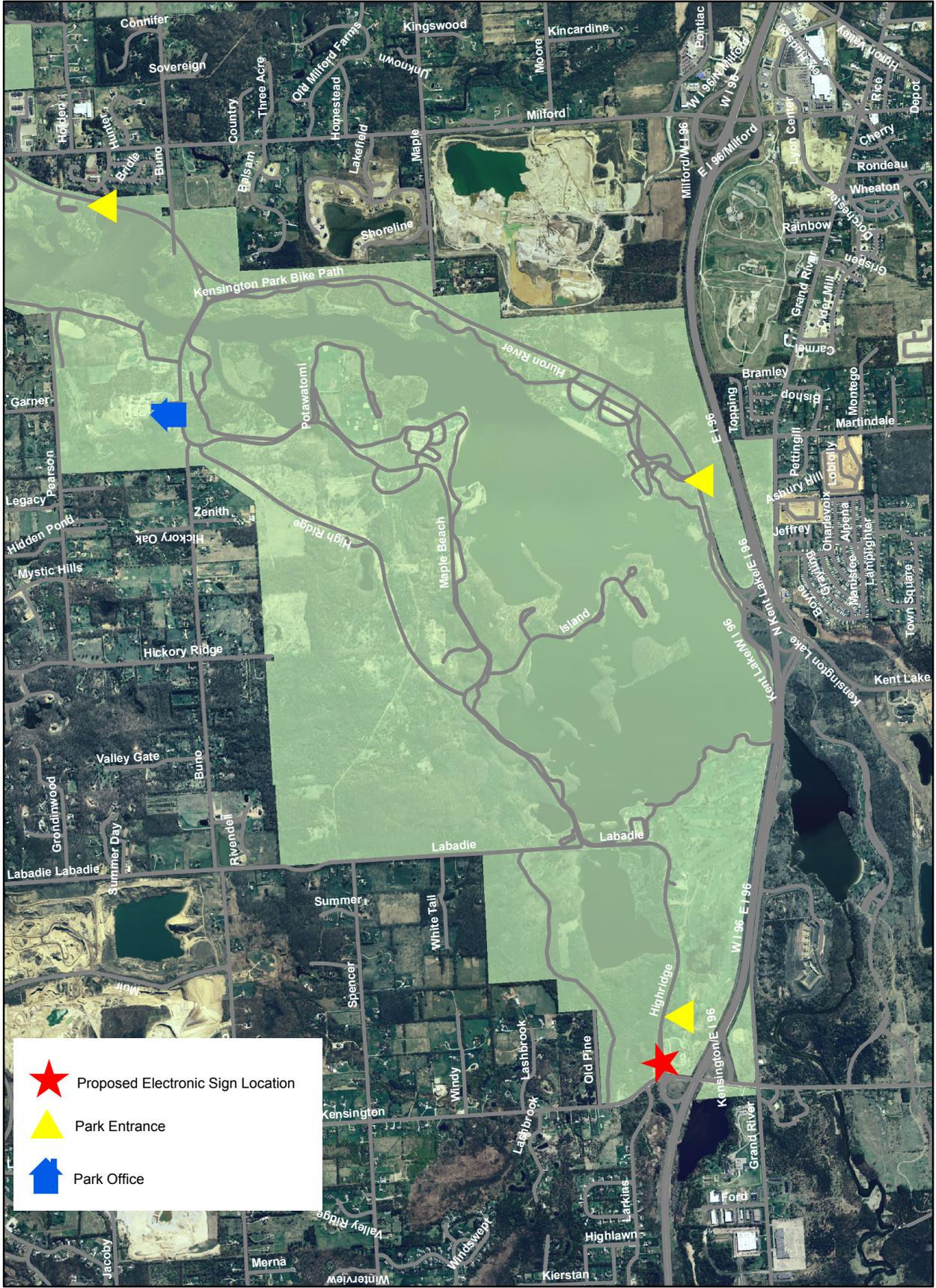
**Attachments:** Photo of electric sign  
 Map locations for signs







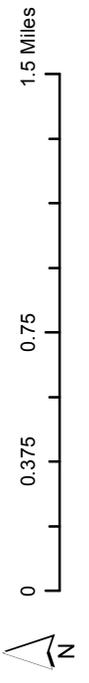
# Kensington Metropark



- ★ Proposed Electronic Sign Location
- ▲ Park Entrance
- ➔ Park Office

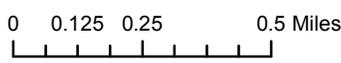
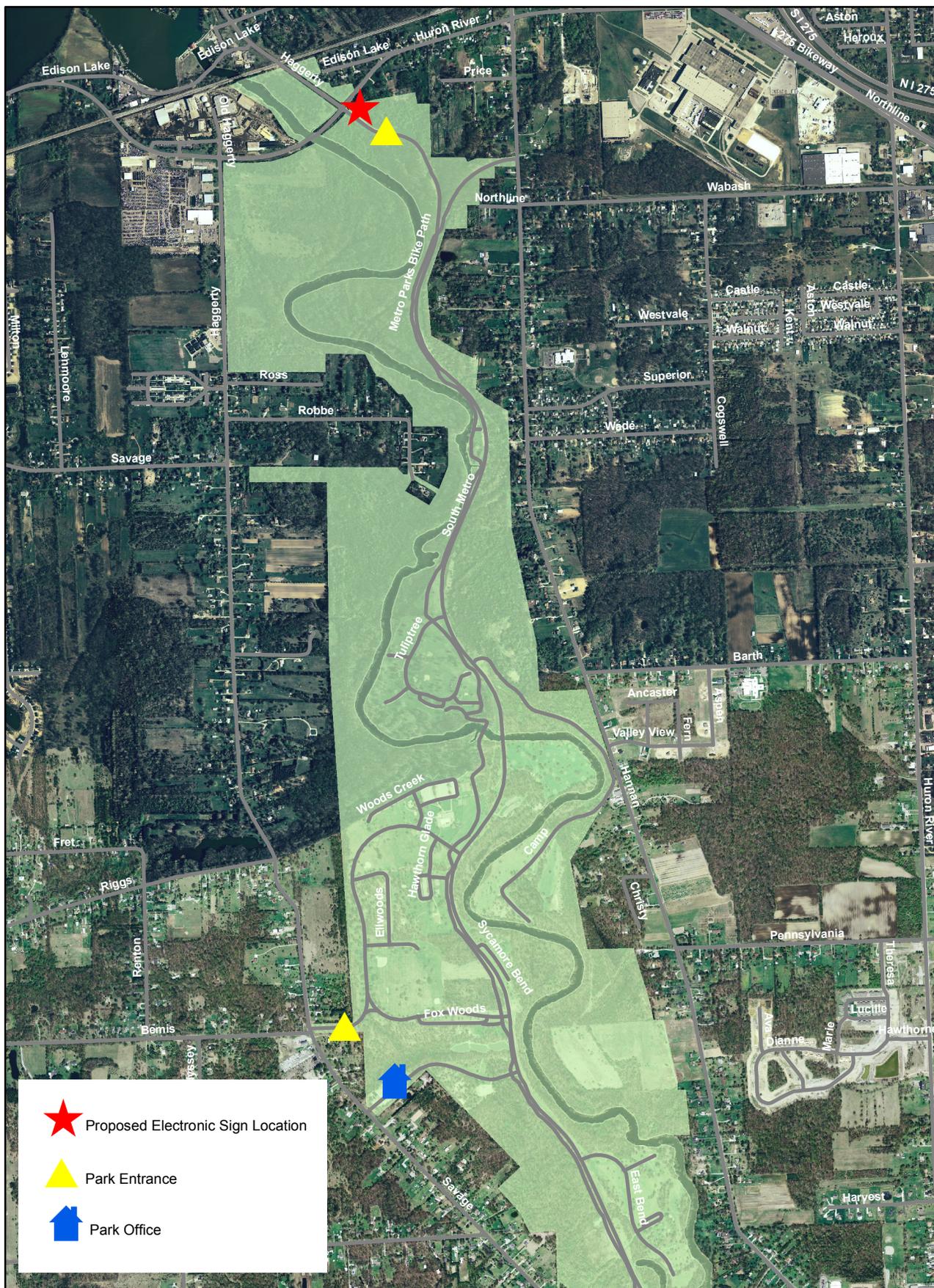


Data sources: SEMCOG, MiGDL, HCMA  
 Prepared by HCMA staff November 2015





# Lower Huron Metropark

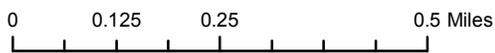


Data sources: SEMCOG, MiGDL, HCMA  
Prepared by HCMA staff November 2015





# Lake St. Clair Metropark



Data sources: SEMCOG, MiGDL, HCMA  
Prepared by HCMA staff November 2015







# HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: George Phifer, Director  
 Subject: Update – Purchases over \$10,000  
 Date: December 2, 2015

## Action Requested: Motion to Receive and File

That the Board of Commissioners' receive and file the update for purchases over \$10,000, up to, and including \$25,000 as submitted by Director Phifer and staff.

**Background:** On May 9, 2013, the Board approved the updated financial policy requiring the Director to notify the Board of purchases exceeding \$10,000, up to, and including \$25,000.

The following list is purchases exceeding the \$10,000 threshold:

<u>Vendor</u>	<u>Description</u>	<u>Price</u>
Blue Valley Industries, Inc.	Foundation benches	\$16,468.88
Accuform Printing and Graphics	Daily permits	\$11,950.00
Highlander Graphics	Tents for marketing purposes	\$11,598.00





# HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Rebecca Baaki, Chief Accountant  
 Subject: Approval – 2015 Tax Levy Adjustments  
 Date: December 2, 2015

## Action Requested: Motion to Approve

That the Board of Commissioners' approve the Tax Levy Adjustments to increase the current year receivable balance and write off 2009 Delinquent Personal Property tax receivable balances as recommended Controller Franchock and staff.

**Fiscal Impact:** an increase to the Fund Balance by a net amount of \$262,073.93.

**Background:** At the start of each budget year, the Metroparks establishes a receivable account for the current year's tax levy. Since 2008, the Metroparks has been estimating the amount of taxes that will be captured locally under various tax abatement programs or adjusted downward by Board of Reviews. For the 2015 Budget, the Metroparks initial levy was \$29,147,709 with an estimated captured taxes of \$1,010,000 producing a "net" tax receivable balance of \$28,137,709. As tax payments are received during the year, they are applied to reduce the tax receivable balance.

Prior to yearend, it is necessary to reconcile the differences between Metroparks and County accounting records. During the past months, staff has been working with various representatives of the five County Treasurer's offices to obtain information on the many 2015 tax levy adjustments from local tax abatement programs, Board of Reviews, Tax Tribunals, etc. In total, the actual tax levy adjustments reported by County Treasurer's offices are \$741,565.36 compared to HCMA estimated adjustments of \$1,010,000. This results in a net tax levy receivable increase or write-up of \$268,434.64 as summarized below.

County	Estimated Tax Adjustments	Actual Tax Adjustments	Net Tax Write Up/(Down)
Livingston	\$ 35,000.00	\$ (27,046.41)	\$ 7,953.59
Macomb	50,000.00	3,022.14	53,022.14
Oakland	400,000.00	(273,485.96)	126,514.04
Washtenaw	75,000.00	(75,287.27)	(287.27)
Wayne	450,000.00	(368,767.86)	81,232.14
<b>Totals</b>	<b>\$ 1,010,000.00</b>	<b>\$ (741,565.36)</b>	<b>\$ 268,434.64</b>

In addition, at this time it is appropriate to reduce HCMA tax receivable balances for uncollected delinquent 2009 personal property taxes as collection of these taxes are unlikely.

Macomb and Oakland Counties have sent staff circuit court judgements striking these taxes from the tax rolls. Although we do not receive copies of circuit court judgements from Livingston, Washtenaw, or Wayne Counties, it is also consistent to write-off their 2009 receivable balances. The total tax receivable balances to write-off for all five counties is \$6,360.71.

Between the 2015 tax levy adjustments due to current year reconciliations, and the write-off of 2009 and the prior year's personal delinquent balances, the net increase to the Metropark's tax receivable balance totals \$262,073.93, which is a net increase to the Authority's Fund Balance.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Rebecca Franchock, Controller  
 Subject: Approval – Workers Compensation Insurance Renewal  
 Date: December 2, 2015

### **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 for 2016 for the estimated annual premium amount of \$418,677.

**Fiscal Impact:** The 2016 renewal premium is within the 2016-budgeted estimate of \$430,000.

**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 generally renews unless either party gives 60 days notification of termination, staff feels it is appropriate for the Board to formally approve the renewal at this time.

Please note, that as MCWCF members, the Metroparks are eligible to receive dividend refunds, based on a formula using claims over time as well as the specific years' experience. The Metroparks recently received an \$8,914 payment for the initial distribution from 2014, the first year that the Metroparks were eligible to receive a distribution.

In addition, the Metroparks participates in the MCWCF grant program. Eligible expenditures are reimbursed up to \$6,000 per grant for employee training, projects, equipment and services that reduce liability exposure. In 2015, the Metroparks received \$3,000 to cover the cost of helmets for police officers utilizing all-terrain vehicles.

In 2015, the funds year-to-date loss ratio for all members is currently at 14 percent, which is indicative of positive returns for all members.



**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners  
From: Rebecca Franchock, Controller  
Subject: Approval – MMRMA Member Self Insured Retention Fund Payment  
Date: December 2, 2015

**Action Requested: Motion to Approve**

That the Board of Commissioners' approve the \$100,000 payment to the Metroparks Michigan Municipal Risk Management Authority Member's Self Insured Retention (SIR) Fund as required by the Member Financial Responsibilities Policy governing document.

**Background:** The Metroparks have been members of the Michigan Municipal Risk Management Authority (MMRMA) since December 2012. The Member Financial Responsibilities Policy governing document requires that every Member's Retention Fund Balance equal, at a minimum 50 percent of their reported reserves within the Members Self Insured Retention (SIR) Fund at all times.

As of Oct. 21, 2015, the Metroparks reported reserves was at \$132,935.82. The current balance of funds on deposit equaled \$14,902.85 resulting in a shortage from the required 50 percent minimum of \$66,467.91. As a result, the Metroparks have received an invoice for \$100,000 to replenish the self-insured retention fund.





## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
From: George Phifer, Director  
Subject: Approval – High Deductible Plan Employee Cost Offset Payment  
Date: December 2, 2015

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

That the Board of Commissioners' approve use of a portion of the Fund Balance, not to exceed \$97,00, committed for Rate Stabilization to be paid in January 2016 to employees impacted by the cost of the high deductible plan as recommended by Director Phifer.

**Fiscal Impact:** The 2016 fringe benefit rate includes \$97,000 to provide a payment to employees covered under the high deductible plan to offset the impact of the high deductible plan.

**Background:** At the June 10, 2015 Board meeting, commissioners approved committing surplus funds from the 2014 Blue Cross Blue Shield of Michigan Rate Stabilization Surplus to be used for future rate stabilization of Metroparks employee benefit costs as well as potential distribution to employees to offset the impact of high deductible plans.

In 2012, Metroparks employees agreed to move to a high deductible health plan saving the Metroparks nearly \$500,000 annually. The increased cost to employees (\$2,600 for family and \$1,300 for single) has been significant. In 2014, the employee association agreed to pay 50 percent of any increase in health care costs in excess of 8 percent. The 2016 Blue Cross Blue Shield renewal rates are below the pre-established 8 percent level. Since there will be no need for use of the rate stabilization at this renewal level it is appropriate to make use of a portion of the funds to help offset the impact of the high deductible plan on employees.

Human Resources is in the process of finalizing the open-enrollment process. Once this process is complete, the number of employees in single and family high-deductible plans will be determined and the amount of the payment per employee will be finalized. At this time, the offset payment to the employee's amount is estimated to be \$650 per employee for two person/family coverage and \$325 per employee for single person coverage. The total amount to be distributed will not exceed \$97,000.





## HURON-CLINTON METROPOLITAN AUTHORITY

**To:** Board of Commissioners  
**From:** Mike Brahm-Henkel, Manager of Assets and Development  
**Project No:** 502-15-664  
**Project Title:** Report – Emergency Electrical Repair of Main Conductors  
**Project Type:** Capital Improvement  
**Location:** Lake St. Clair Metropark, Macomb County  
**Date:** December 2, 2015

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

That the Board of Commissioners' receive and file the Emergency Electrical Repair of Main Conductors report, which was verbally reported at the July 9, 2015 Board meeting as submitted by Assets and Development Manager Mike Brahm-Henkel and staff.

**Fiscal Impact:** This was an unbudgeted emergency repair under the approval of the Chairman of the Board of Commissioners and Director as outlined in the Financial Policy for emergency procurements up to \$100,000. Funding for the repair came from the unallocated Capital account for Lake St. Clair Metropark

**Scope of Work:** The work included the diagnosis and location of failed electrical conductors, removal of the existing burnt cable, the installation of approximately 350-feet of (3)- four naught conductors from the power house to an existing manhole located to the south east, rebuilding the manhole, all terminations and phasing checks .

**Background:** On June 18, 2015, the existing park owned high voltage conductors, which feed the main park, shorted out and burnt through the wires causing the conductors to fail. A local industrial electrical contractor was contacted to test and locate the fault. Once the location of the failed conductors were found, the existing cables were pulled out using heavy equipment from the concrete encased underground conduit.

The cables were difficult to remove do to the degradation of the conduit. Repeated attempts were made to install the new cable into the existing conduit with no success. The contractor had to use an alternated conduit, which was located adjacent to the original conduit. The alternate conduit had to be televised and swabbed in order to clear the blockage existing in this conduit. The manhole where the failed conductors traversed through was too small to provide the necessary cable splice radius needed in order to repair the conductors. The existing manhole was selectively dissembled and rebuilt with a new larger access hatch to provide the necessary space.

Due to the high natural water table level at Lake St. Clair it was necessary to continually pump the water out of the manhole to make the electrical splice connection to the existing conductors.

**Report – Emergency Electrical Repair of Main Conductors**  
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While the electrical work was progressing, on site generators as well as a large rental generators were used to supply power to the sewer lift stations, marina, facilities and events that included a wedding. The power was restored early on June 20, 2015 Throughout the incident the director was in continual contact with staff as the work progressed. This work was necessary in order to restore power at the park during the busy summer season.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
Center Line Electric, Inc.	Center Line	
Budget Amount for Contract Services and Administration		\$0.00
Total Cost of Services (Work Order Amount)		<u>\$ 49, 534.90</u>

GEORGE M. CARR, P.C.

ATTORNEY AND COUNSELOR

327 SEYMOUR  
LANSING, MICHIGAN 48933

(517) 371-2577  
Fax (517) 482-8866  
gmcarr@carrlawfirm.com

December 2, 2015

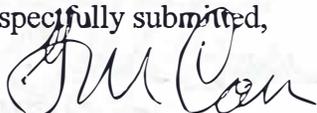
Mr. John Hertel, Chairman  
Huron-Clinton Metropolitan Authority  
13000 High Ridge Drive  
Brighton, Michigan 48114-9058

Dear Chairman Hertel:

The Legislature returned Tuesday from their Thanksgiving break and immediately went into caucus to decide their agendas for the end of the year session. Initially, both chambers were attempting to adjourn by December 10 but have already committed through December 17.

A significant number of bills were backlogged awaiting resolution of the transportation package. Both the Senate and House are attempting to work through as many of the bills as possible prior to the Christmas recess. We will provide an update at the meeting next Thursday.

Respectfully submitted,



George M. Carr





# HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: Rebecca Franchock, Controller  
 Subject: Approval – Recommended 2016 Fund Balance Designation  
 Date: December 2, 2015

## Action Requested: Motion to Approve

That the Board of Commissioners' approve the 2016 Fund Balance Commitments and Assignments in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54 as recommended by Controller Franchock and staff.

**Background:** In March 2009, the GASB issued Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions*. The objective is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that comprise a hierarchy based primarily on the extent to which a governmental entity is bound to observe constraints imposed on the use of the resources.

- Restricted fund balance results from externally imposed constraints put on resources.
- Committed fund balance represents amounts that have been formally set aside by the Commission for use for specific purposes. Commitment are made and can be rescinded only via resolution of the Commission.
- Assigned fund balance represents an intent to spend resources on specific purposes expressed by the Commission or person authorized to make those assignments. An assignment is less restrictive than a commitment.

The following are estimated amounts recommended for the 2016 designation for committee and assigned Fund Balance as required by GASB 54.

### Restricted Fund Balance:

Lake St. Clair Marina (grant requirement)	\$202,363
Hudson Mills Canoe Livery (contract requirement)	7,700
Restricted Grant and Donation Funds	30,000

### Committed Fund Balance:

Land	5,403,900
Legal	513,000
Capital Projects	3,500,000
Rate Stabilization Fund	400,000

### Assigned Fund Balance:

Planned Use of Fund Balance	4,500,000
Encumbrances	2,600,000



**HURON-CLINTON METROPOLITAN AUTHORITY**

To: Board of Commissioners  
From: George Phifer, Director  
Subject: Approval – Miller Canfield Contract Renewal  
Date: December 2, 2015

**Action Requested: Motion to Approve**

That the Board of Commissioners' (1) approve renewing Miller Canfield as legal counsel for 2016 and; (2) approve a \$7,500 per month retainer fee (\$82,500 per year) as recommended by Director Phifer and staff.

**Fiscal Impact:** The 2016 budget includes sufficient funds. A total of \$99,000 was included in the Administrative Office for legal services in the 2016 budget - \$75,000 for Miller Canfield and \$24,000 for other legal services.

**Background:** In 2015, Miller Canfield was retained as general counsel for the Metroparks after a brief hiatus with a \$6,250 monthly retainer fee (\$75,000 per year) plus incidental expenses.

At Steve Mann of Miller Canfields request, the Director held a year-end review meeting to discuss 2015 activities. Based on both the types of items as well as the volume of work performed by Miller Canfield during the year, staff supports Miller Canfield's requested 10 percent increase. This results in a retainer fee of \$7,500 per month, \$82,500 annually.

In subsequent years, future increases are anticipated to reflect only inflationary charges of 4 percent.

**Attachment: Miller Canfield General Counsel Engagement Letter**



Founded in 1852  
by Sidney Davy Miller

# MILLER CANFIELD

Miller, Canfield, Paddock and Stone, P.L.C.  
150 West Jefferson, Suite 2500  
Detroit, Michigan 48226  
TEL (313) 963-6420  
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MICHIGAN: Ann Arbor  
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ILLINOIS: Chicago

NEW YORK: New York

OHIO: Cincinnati

CANADA: Toronto • Windsor

CHINA: Shanghai

MEXICO: Monterrey

POLAND: Gdynia  
Warsaw • Wrocław

STEVEN D. MANN  
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E-MAIL [mann@millercanfield.com](mailto:mann@millercanfield.com)

*Via email only*

November 25, 2015

George Phifer  
Director  
Huron-Clinton Metropolitan Authority  
13000 High Ridge Drive  
Brighton, MI 48114-9058

Re: Engagement as General Counsel

Dear George:

As you know, in January 2015 the Huron-Clinton Metropolitan Authority (the "Authority") appointed Miller Canfield as its general counsel after an approximate eighteen-month hiatus. With the one-year anniversary of our reappointment approaching, we wanted to communicate with you regarding our engagement. First and foremost, we truly appreciate the opportunity to again serve the Authority as general counsel. The Authority is one of Miller Canfield's long-standing clients and we very much appreciate the relationship we have and the opportunity to serve as your general counsel.

Since our reappointment, we have undertaken a comprehensive review and standardization of numerous Authority documents and agreements. Additionally, we have reviewed and provided advice to the Authority on a number of practices and procedures that were considered, implemented or changed since our prior engagement. We also invested considerable time advising the Authority on several personnel transitions. Additionally, we provided advice and counsel on a variety of routine and complex matters that required substantial attention and negotiations with transactional counter-parties to the Authority. Finally, during this past year, we have begun to review certain matters for the Authority which generally were not passed on for our review during previous engagements.

Although a portion of our work this past year was directly related to the transition and will not reoccur, we know from our discussions, and we anticipate from our experience, that an increased level of service will continue over the next year.

Accordingly, we would propose that our retainer fee be adjusted effective January 1, 2016, to \$7,500 per month (\$82,500/year). It is important to note that this adjustment reflects a combination of a nominal inflationary increase and an increase to compensate for the scope and

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

George Phifer

-2-

November 25, 2015

quantity of matters we are assisting the Authority with on a regular basis. Barring any material change in the level of service requested by the Authority in the future, we would anticipate that future adjustments to our retainer fee would only reflect inflationary changes (in recent years our rates have typically increased about 4%/year overall.).

We hope you find that our commitment and responsiveness to your legal requirements exceed your expectations. We pledge to continue our commitment to the Authority, and we look forward to maintaining our relationship for many years to come.

Very truly yours,

Miller, Canfield, Paddock and Stone, P.L.C.

By:   
Steven D. Mann

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## HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners  
 From: George Phifer, Director  
 Subject: Approval – Media Relations Specialist/Communications Department Restructure  
 Date: December 2, 2015

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

That the Board of Commissioners' (1) approve hiring a Media Relations Specialist; and (2) authorize staff to restructure the existing Communications department, in order to maximize our existing resources, and eliminate duplication of job duties, responsibilities and assignments.

**Fiscal Impact:** This position was unanticipated in the 2016 Budget. Funds will need to be transferred from the Unassigned Fund Balance to cover the cost of this position.

**Background:** At the Nov. 12, 2015 Board meeting, staff was asked to look into addressing a few organizational needs regarding Public Relations and Community Outreach. It was also recommended that staff bring a recommendation to the Board to consider. Staff evaluated the existing organizational structure, and determined that our existing staffing levels are not sufficient to support taking on these additional duties.

Currently, staff receives media inquiries from a variety of sources. Unfortunately, there is not a central point of contact for coordinating and disseminating information to the media on behalf of the Metroparks, nor reaching out to community groups regarding the services that we have to offer.

Being a significant partner in this region, the Board and staff recognizes the need to communicate clearly with the media and interact effectively with the general public. Having a person on staff, that is willing and able to take on this responsibility, will be value added to the organization and its stakeholders.

Staff supports and recommends the hiring of a full-time person for the position of Media Relations Specialist. This person would have the primary responsibility of responding to media inquiries and serve as a liaison for disseminating Metroparks information to community groups throughout southeast Michigan. The salary range for this position would be approximately \$40,000 - \$60,000 (depending on experience).

This recommendation would allow staff to maximize limited resources, which will enhance our ability to provide value added information to the public and respond to media inquiries in a timely fashion.



PARK	MONTHLY VEHICLE ENTRIES			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	14,506	11,377	12,889	13%
Wolcott Mill	4,995	3,042	2,395	109%
Stony Creek	25,691	14,837	18,175	41%
Indian Springs	4,633	2,622	2,961	56%
Kensington	44,789	42,078	38,033	18%
Huron Meadows	5,611	2,721	3,567	57%
Hudson Mills	11,392	8,202	10,461	9%
Lower Huron/Willow/Oakwoods	31,609	25,806	26,833	18%
Lake Erie	12,978	5,556	7,103	83%
<b>Monthly TOTALS</b>	<b>156,204</b>	<b>116,241</b>	<b>122,417</b>	<b>28%</b>

MONTHLY TOLL REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 17,542	\$ 9,768	\$ 16,689	5%
\$ 42,903	\$ 21,993	\$ 30,460	41%
\$ 5,793	\$ 3,782	\$ 3,727	55%
\$ 48,447	\$ 31,474	\$ 27,486	76%
\$ 4,844	\$ 137	\$ 667	626%
\$ 14,752	\$ 9,053	\$ 11,534	28%
\$ 12,859	\$ 5,984	\$ 6,498	98%
\$ 16,352	\$ 10,948	\$ 9,754	68%
<b>\$ 163,492</b>	<b>\$ 93,140</b>	<b>\$ 106,816</b>	<b>53%</b>

PARK	Y-T-D VEHICLE ENTRIES			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	379,426	353,839	384,948	-1%
Wolcott Mill	51,761	48,701	42,460	22%
Stony Creek	515,638	494,179	509,191	1%
Indian Springs	81,562	82,631	87,725	-7%
Kensington	764,855	715,766	728,958	5%
Huron Meadows	91,019	85,986	84,464	8%
Hudson Mills	198,866	205,002	217,150	-8%
Lower Huron/Willow/Oakwoods	495,189	484,853	494,040	0%
Lake Erie	175,579	150,930	172,360	2%
<b>Monthly TOTALS</b>	<b>2,753,895</b>	<b>2,621,887</b>	<b>2,721,296</b>	<b>1%</b>

Y-T-D TOLL REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 1,262,546	\$ 1,181,672	\$ 1,056,161	20%
\$ 1,821,924	\$ 1,761,742	\$ 1,527,696	19%
\$ 241,267	\$ 230,501	\$ 205,200	18%
\$ 1,907,939	\$ 1,726,130	\$ 1,476,395	29%
\$ 82,440	\$ 73,339	\$ 58,277	41%
\$ 442,657	\$ 449,001	\$ 384,677	15%
\$ 852,509	\$ 827,074	\$ 738,053	16%
\$ 492,064	\$ 475,382	\$ 423,685	16%
<b>\$ 7,103,346</b>	<b>\$ 6,724,841</b>	<b>\$ 5,870,145</b>	<b>21%</b>

PARK	MONTHLY PARK REVENUE			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St Clair	\$ 23,235	\$ 12,382	\$ 24,787	-6%
Wolcott Mill	\$ 22,644	\$ 25,747	\$ 27,792	-19%
Stony Creek	\$ 75,471	\$ 38,989	\$ 50,314	50%
Indian Springs	\$ 23,178	\$ 21,727	\$ 15,818	47%
Kensington	\$ 95,125	\$ 54,078	\$ 52,077	83%
Huron Meadows	\$ 27,787	\$ 6,312	\$ 11,168	149%
Hudson Mills	\$ 30,224	\$ 11,510	\$ 14,612	107%
Lower Huron/Willow/Oakwoods	\$ 30,449	\$ 13,336	\$ 13,778	121%
Lake Erie	\$ 27,322	\$ 15,553	\$ 14,241	92%
<b>Y-T-D TOTALS</b>	<b>\$ 355,434</b>	<b>\$ 199,633</b>	<b>\$ 224,588</b>	<b>58%</b>

Y-T-D PARK REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 1,989,740	\$ 1,673,042	\$ 1,587,623	-6%
\$ 491,229	\$ 514,538	\$ 519,231	-5%
\$ 3,429,809	\$ 3,254,581	\$ 2,936,038	17%
\$ 1,044,205	\$ 997,292	\$ 912,785	14%
\$ 3,823,682	\$ 3,344,751	\$ 3,008,404	27%
\$ 848,626	\$ 768,680	\$ 708,245	20%
\$ 1,022,071	\$ 933,206	\$ 854,270	20%
\$ 2,777,588	\$ 2,508,930	\$ 2,426,423	14%
\$ 1,594,712	\$ 1,499,834	\$ 1,470,777	8%
<b>\$17,021,662</b>	<b>\$ 15,494,854</b>	<b>\$14,423,796</b>	<b>18%</b>

District	Y-T-D Vehicle Entries by Management Unit			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Eastern	946,825	896,719	936,599	1%
Western	1,136,302	1,089,385	1,118,297	2%
Southern	670,768	635,783	666,400	1%

Y-T-D Total Revenue by Management Unit			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 5,910,778	\$ 5,442,161	\$ 5,042,893	17%
\$ 6,738,584	\$ 6,043,929	\$ 5,483,703	23%
\$ 4,372,300	\$ 4,008,764	\$ 3,897,200	12%

**HURON-CLINTON METROPARKS MONTHLY STATISTICS**

**November, 2015**

GOLF THIS MONTH	MONTHLY ROUNDS			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Wolcott Mill	340	2	8	4335%
Stony Creek	814	225	610	33%
Indian Springs	650	170	101	541%
Kensington	907	237	465	95%
Huron Meadows	936	245	530	77%
Hudson Mills	489	24	8	6013%
Willow	690	28	48	1338%
Lake Erie	460	137	262	75%
Total Regulation	5,286	1,068	2,032	160%
LSC Par 3	17	14	34	-50%
LSC Foot Golf	0	0	0	-
L. Huron Par 3	0	0	56	-
L. Huron Foot Golf	0	0	0	-
<b>Total Golf</b>	<b>5,303</b>	<b>1,082</b>	<b>2,122</b>	<b>150%</b>

MONTHLY REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 7,213	\$ 30	\$ 148	4785%
\$ 18,731	\$ 4,867	\$ 10,675	75%
\$ 13,109	\$ 3,658	\$ 1,969	566%
\$ 18,206	\$ 5,331	\$ 8,508	114%
\$ 18,567	\$ 5,459	\$ 10,155	83%
\$ 7,714	\$ 360	\$ 120	6328%
\$ 13,592	\$ 593	\$ 889	1428%
\$ 8,461	\$ 1,358	\$ 1,907	344%
\$ 105,593	\$ 21,656	\$ 34,372	207%
\$ 87	\$ 74	\$ 187	-53%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ 247	-
\$ -	\$ -	\$ -	-
<b>\$ 105,680</b>	<b>\$ 21,730</b>	<b>\$ 34,806</b>	<b>204%</b>

GOLF Y-T-D	GOLF ROUNDS Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Wolcott Mill	14,473	12,864	15,088	-4%
Stony Creek	29,910	29,367	33,152	-10%
Indian Springs	24,346	22,444	23,274	5%
Kensington	30,473	26,255	30,132	1%
Huron Meadows	26,363	21,585	23,564	12%
Hudson Mills	17,498	14,786	14,346	22%
Willow	23,747	20,295	19,701	21%
Lake Erie	24,700	21,561	20,774	19%
Total Regulation	191,510	169,157	180,030	6%
LSC Par 3	7,665	7,896	10,676	-28%
LSC Foot Golf	1,373	0	0	-
L. Huron Par 3	4,609	5,075	5,967	-23%
L. Huron Foot Golf	610	0	0	-
<b>Total Golf</b>	<b>205,767</b>	<b>182,128</b>	<b>196,673</b>	<b>5%</b>

GOLF REVENUE Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 337,412	\$ 259,442	\$ 298,309	13%
\$ 905,475	\$ 749,912	\$ 812,929	11%
\$ 573,676	\$ 539,254	\$ 547,028	5%
\$ 715,503	\$ 642,156	\$ 709,221	1%
\$ 644,132	\$ 576,670	\$ 589,917	9%
\$ 338,861	\$ 291,616	\$ 284,868	19%
\$ 619,677	\$ 474,663	\$ 463,300	34%
\$ 487,432	\$ 457,978	\$ 456,874	7%
\$ 4,622,168	\$ 3,991,691	\$ 4,162,444	11%
\$ 55,722	\$ 48,341	\$ 60,335	-8%
\$ 8,899	\$ -	\$ -	-
\$ 30,469	\$ 31,507	\$ 34,188	-11%
\$ 3,862	\$ -	\$ -	-
<b>\$ 4,721,120</b>	<b>\$ 4,071,539</b>	<b>\$ 4,256,967</b>	<b>11%</b>

AQUATICS THIS MONTH	PATRONS THIS MONTH			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair	0	0	0	-
KMP Splash	0	0	0	-
Lower Huron	0	0	0	-
Willow	0	0	0	-
Lake Erie	0	0	0	-
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>

MONTHLY REVENUE			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ -	\$ -	\$ 23	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23</b>	<b>-</b>

AQUATICS Y-T-D	PATRONS Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average
Lake St. Clair	56,318	40,323	44,872	26%
KMP Splash	46,207	45,093	48,633	-5%
Lower Huron	96,069	86,424	100,016	-4%
Willow	20,473	17,354	18,357	12%
Lake Erie	38,374	39,176	40,181	-4%
<b>TOTALS</b>	<b>257,441</b>	<b>228,370</b>	<b>252,058</b>	<b>2%</b>

REVENUE Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
\$ 224,495	\$ 160,356	\$ 159,791	40%
\$ 250,150	\$ 198,146	\$ 192,981	30%
\$ 918,579	\$ 709,868	\$ 713,393	29%
\$ 98,888	\$ 61,789	\$ 64,039	54%
\$ 216,900	\$ 188,752	\$ 199,484	9%
<b>\$ 1,709,012</b>	<b>\$ 1,318,911</b>	<b>\$ 1,329,689</b>	<b>29%</b>

PARK	Seasonal Activities this Month			
	Current	Previous	Prev 3 Yr Avg	Change from Average
<b>Lake St. Clair</b>				
Welsh Center	0	0	5	-
Shelters	0	0	0	-
Boat Launches	86	27	32	166%
Marina	0	0	0	-
Mini-Golf	0	0	0	-
<b>Wolcott</b>				
Activity Center	5	6	5	-6%
<b>Stony Creek</b>				
Disc Golf Daily	16	15	409	-96%
Disc Golf Annual	0	0	0	-
Total Disc Golf	16	15	409	-96%
Shelters	6	11	11	-45%
Boat Rental	0	0	0	-
Boat Launches	3	4	3	-10%
<b>Indian Springs</b>				
Shelters	0	1	1	-
Event Room	287	0	391	-27%
<b>Kensington</b>				
Disc Golf Daily	25	192	175	-86%
Disc Golf Annual	1	0	0	200%
Total Disc Golf	26	192	175	-85%
Shelters	10	9	14	-27%
Boat Rental	0	0	0	-
<b>Huron Meadows</b>				
Shelters	0	0	0	-
<b>Hudson Mills</b>				
Disc Golf Daily	381	236	324	17%
Disc Golf Annual	2	2	1	50%
Total Disc Golf	383	238	326	18%
Shelters	2	1	3	-25%
Canoe Rental	0	0	0	-
<b>Lower Huron / Willow / Oakwoods</b>				
Shelters	2	9	10	-80%
<b>Lake Erie</b>				
Shelters	1	4	4	-75%
Boat Launches	601	324	368	63%
Marina	2	4	4	-45%

Monthly Revenue			
Current	Previous	Prev 3 Yr Avg	Change from Average
<b>Lake St. Clair</b>			
\$ 1,600	\$ 800	\$ 900	78%
\$ 1,750	\$ 700	\$ 908	93%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ 19	-
<b>Wolcott</b>			
\$ 630	\$ 355	\$ 583	8%
<b>Stony Creek</b>			
\$ 77	\$ 30	\$ 38	103%
\$ -	\$ -	\$ 10	-
\$ 77	\$ 30	\$ 48	60%
\$ 1,350	\$ 2,200	\$ 1,900	-29%
\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	-
<b>Indian Springs</b>			
\$ -	\$ 200	\$ 200	-
\$ 1,000	\$ 4,400	\$ 4,300	-77%
<b>Kensington</b>			
\$ 75	\$ 386	\$ 350	-79%
\$ 55	\$ -	\$ 17	230%
\$ 130	\$ 386	\$ 367	-65%
\$ 2,250	\$ 1,925	\$ 2,908	-23%
\$ -	\$ -	\$ 48	-
<b>Huron Meadows</b>			
\$ -	\$ -	\$ -	-
<b>Hudson Mills</b>			
\$ 1,143	\$ 472	\$ 649	76%
\$ 110	\$ 100	\$ 67	65%
\$ 1,253	\$ 572	\$ 715	75%
\$ 400	\$ 200	\$ 500	-20%
\$ -	\$ -	\$ -	-
<b>Lower Huron / Willow / Oakwoods</b>			
\$ 450	\$ 2,000	\$ 2,083	-78%
<b>Lake Erie</b>			
\$ 200	\$ 800	\$ 833	-76%
\$ -	\$ -	\$ -	-
\$ 238	\$ 379	\$ 285	-16%

PARK	Seasonal Activities Y-T-D			
	Current	Previous	Prev 3 Yr Avg	Change from Average
<b>Lake St. Clair</b>				
Welsh Center	59	42	62	-4%
Shelters	493	365	443	11%
Boat Launches	5,666	5,786	6,692	-15%
Marina	3,285	3,314	3,081	7%
Mini-Golf	10,058	9,458	10,316	-3%
<b>Wolcott</b>				
Activity Center	103	100	92	12%
<b>Stony Creek</b>				
Disc Golf Daily	18,131	19,547	22,739	-20%
Disc Annual	105	54	70	51%
Total Disc Golf	18,236	19,601	22,809	-20%
Shelters	379	380	441	-14%
Boat Rental	16,752	15,852	16,362	2%
Boat Launches	1,902	1,907	2,007	-5%
<b>Indian Springs</b>				
Shelters	62	67	53	18%
Event Room	7,256	8,265	8,425	-14%
<b>Kensington</b>				
Disc Golf Daily	23,228	28,771	30,130	-23%
Disc Annual	204	96	107	91%
Total Disc Golf	23,432	28,867	30,237	-23%
Shelters	482	436	461	5%
Boat Rental	23,055	18,442	15,797	46%
<b>Huron Meadows</b>				
Shelters	25	16	26	-3%
<b>Hudson Mills</b>				
Disc Golf Daily	10,275	12,016	14,090	-27%
Disc Annual	163	113	121	35%
Total Disc Golf	10,438	12,129	14,211	-27%
Shelters	103	113	139	-26%
Canoe Rental	5,624	6,272	5,972	-6%
<b>Lower Huron / Willow / Oakwoods</b>				
Shelters	290	317	381	-24%
<b>Lake Erie</b>				
Shelters	71	74	91	-22%
Boat Launches	13,445	12,235	14,882	-10%
Marina	70	87	80	-13%

Seasonal Revenue Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
<b>Lake St. Clair</b>			
\$ 35,350	\$ 13,750	\$ 20,600	72%
\$ 71,039	\$ 67,415	\$ 71,615	-1%
\$ -	\$ -	\$ -	-
\$ 21,874	\$ 24,251	\$ 27,004	-19%
\$ 35,727	\$ 33,492	\$ 32,747	9%
<b>Wolcott</b>			
\$ 18,100	\$ 18,155	\$ 16,872	7%
<b>Stony Creek</b>			
\$ 59,430	\$ 39,086	\$ 42,547	40%
\$ 4,710	\$ 2,550	\$ 3,073	53%
\$ 64,140	\$ 41,636	\$ 45,620	41%
\$ 76,700	\$ 76,110	\$ 79,532	-4%
\$ 176,389	\$ 134,198	\$ 137,410	28%
\$ -	\$ -	\$ -	-
<b>Indian Springs</b>			
\$ 7,100	\$ 9,400	\$ 8,467	-16%
\$ 65,058	\$ 64,382	\$ 67,306	-3%
<b>Kensington</b>			
\$ 69,131	\$ 57,542	\$ 60,221	15%
\$ 6,896	\$ 4,478	\$ 4,921	40%
\$ 76,027	\$ 62,020	\$ 65,143	17%
\$ 108,550	\$ 97,995	\$ 92,290	18%
\$ 243,462	\$ 212,756	\$ 185,196	31%
<b>Huron Meadows</b>			
\$ 5,000	\$ 3,200	\$ 4,567	9%
<b>Hudson Mills</b>			
\$ 30,825	\$ 24,032	\$ 28,181	9%
\$ 7,945	\$ 5,250	\$ 5,717	39%
\$ 38,770	\$ 29,282	\$ 33,897	14%
\$ 20,600	\$ 22,600	\$ 25,167	-18%
\$ 25,016	\$ 27,446	\$ 26,364	-5%
<b>Lower Huron / Willow / Oakwoods</b>			
\$ 63,250	\$ 70,875	\$ 74,038	-15%
<b>Lake Erie</b>			
\$ 15,300	\$ 16,700	\$ 16,758	-9%
\$ -	\$ -	\$ -	-
\$ 158,626	\$ 163,412	\$ 173,027	-8%

PARK	Winter Sports this Month			
	Current	Previous	Prev 3 Yr Avg	Change from Average
<b>Lake St. Clair</b>				
XC Skiers	0	0	0	-
Ice Skaters	0	0	0	-
Sledders	0	0	0	-
Ice Fishermen	0	0	0	-
<b>Stony Creek</b>				
XC Skiers	50	10	3	1400%
Ice Skaters	0	0	0	-
Sledders	200	15	5	3900%
Ice Fishermen	0	0	0	-
<b>Indian Springs</b>				
XC Skiers	4	2	1	500%
Sledders	45	10	10	350%
<b>Kensington</b>				
XC Skiers	0	0	0	-
Ice Skaters	0	0	0	-
Sledders	302	0	0	-
Ice Fishermen	0	0	0	-
<b>Huron Meadows</b>				
XC Skiers	170	0	0	-
Ice Fishermen	0	0	0	-
<b>Hudson Mills</b>				
XC Skiers	50	0	0	-
<b>Lower Huron</b>				
Ice Skaters	0	0	0	-
<b>Willow</b>				
XC Skiers	4	0	0	-
Ice Fishing	0	0	0	-
Sledders	40	0	0	-
<b>Lake Erie</b>				
XC Skiers	3	0	0	-
Sledders	15	0	0	-
Ice Fishing	0	0	0	-

Winter Sports Y-T-D			
Current	Previous	Prev 3 Yr Avg	Change from Average
33	103	52	-37%
385	488	279	38%
582	525	175	233%
4,708	5,609	4,607	2%
3,103	4,017	2,194	41%
1,074	0	355	202%
5,850	4,046	4,035	45%
731	748	567	29%
227	273	188	21%
352	373	373	-6%
3,361	4,663	2,261	49%
1,161	1,204	589	97%
5,332	0	0	-
296	2,417	941	-69%
5,160	8,060	4,313	20%
203	592	245	-17%
1,565	3,325	1,295	21%
1,201	479	266	352%
114	570	258	-56%
170	166	74	129%
2,524	2,900	1,804	40%
105	47	25	326%
278	140	89	211%
1,667	1,169	933	79%

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	5,355	4,418	5,079	5%	123,511	120,259	119,730	3%
Wolcott Mill	4,066	1,351	3,186	28%	44,686	50,953	49,267	-9%
Wolcott Farm	2,684	1,863	2,184	23%	98,138	101,435	113,724	-14%
Stony Creek	10,687	9,941	10,731	0%	162,241	144,453	152,003	7%
Indian Springs	5,021	3,424	4,665	8%	86,230	95,386	94,729	-9%
Kens NC	18,933	11,889	16,181	17%	256,925	244,007	269,867	-5%
Kens Farm	3,161	3,658	3,513	-10%	258,491	278,091	279,035	-7%
Mobile Center	1,149	840	985	17%	35,573	22,382	27,380	30%
Hudson Mills	2,713	2,933	3,121	-13%	44,769	45,171	43,701	2%
Oakwoods	16,526	13,629	13,276	24%	137,608	143,435	137,857	0%
Lake Erie	7,566	14,178	10,807	-30%	68,294	143,719	117,242	-42%
Totals	77,861	68,124	73,727	6%	1,316,466	1,389,291	1,404,536	-6%

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	\$ 777	\$ 881	\$ 1,037	-25%	\$ 26,232	\$ 18,145	\$ 18,015	46%
Wolcott Mill	\$ 115	\$ 285	\$ 328	-65%	\$ 14,800	\$ 13,074	\$ 10,644	39%
Wolcott Farm	\$ 1,613	\$ 1,420	\$ 1,565	3%	\$ 55,386	\$ 50,002	\$ 53,024	4%
Wagon Rides	\$ 47	\$ 66	\$ 22	114%	\$ 6,358	\$ 13,577	\$ 9,082	-30%
Livestock/Produce	\$ 13,026	\$ 23,353	\$ 23,812	-45%	\$ 59,173	\$ 72,910	\$ 73,539	-20%
FARM TOTAL	\$ 14,686	\$ 24,839	\$ 25,399	-42%	\$ 120,917	\$ 136,489	\$ 135,645	-11%
Stony Creek	\$ 2,387	\$ 2,536	\$ 2,278	5%	\$ 26,661	\$ 24,607	\$ 27,737	-4%
Indian Springs	\$ 712	\$ 2,294	\$ 2,043	-65%	\$ 34,349	\$ 37,945	\$ 39,806	-14%
Kens NC	\$ 2,153	\$ 1,975	\$ 1,601	35%	\$ 23,986	\$ 25,132	\$ 23,139	4%
Kens Farm	\$ 3,705	\$ 5,721	\$ 5,115	-28%	\$ 52,654	\$ 46,462	\$ 45,144	17%
Wagon Rides	\$ 1,296	\$ 606	\$ 960	35%	\$ 28,246	\$ 33,909	\$ 32,601	-13%
Livestock/Produce	\$ 356	\$ 122	\$ 524	-32%	\$ 21,788	\$ 20,448	\$ 16,948	29%
FARM TOTAL	\$ 5,357	\$ 6,449	\$ 6,598	-19%	\$ 102,688	\$ 100,819	\$ 94,693	8%
Mobile Center	\$ 1,707	\$ 1,257	\$ 1,993	-14%	\$ 20,269	\$ 19,026	\$ 18,927	7%
Hudson Mills	\$ 941	\$ 537	\$ 785	20%	\$ 13,851	\$ 12,490	\$ 15,106	-8%
Oakwoods	\$ 2,873	\$ 1,934	\$ 2,374	21%	\$ 21,396	\$ 21,430	\$ 20,639	4%
Lake Erie	\$ 407	\$ 824	\$ 930	-56%	\$ 11,327	\$ 6,755	\$ 9,584	18%
Totals	\$ 32,115	\$ 43,811	\$ 45,365	-29%	\$ 416,476	\$ 415,912	\$ 413,934	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	21	380	20	467	5	211	1	24
Wolcott Mill	5	43	1	25	-	-	-	-
Wolcott Farm	7	320	7	205	2	99	1	500
Stony Creek	49	1,450	23	810	5	237	1	86
Indian Springs	39	817	38	809	12	244	4	116
Kens NC	21	544	21	801	2	131	-	-
Kens Farm	18	186	28	202	-	-	-	-
Mobile Center					41	1,149	33	840
Hudson Mills	4	43	3	134	5	170	5	165
Oakwoods	43	1,486	33	782	13	1,750	2	150
Lake Erie	8	216	24	598	3	360	1	100
<b>Totals</b>	<b>215</b>	<b>5,485</b>	<b>198</b>	<b>4,833</b>	<b>88</b>	<b>4,351</b>	<b>48</b>	<b>1,981</b>

BREAKDOWN OF ATTENDANCE	OTHER VISITORS (Non-programs)	
	Current	Previous
Lake St Clair	4,764	3,927
Wolcott Mill	4,023	1,326
Wolcott Farm	2,265	1,158
Stony Creek	9,000	9,045
Indian Springs	3,960	2,499
Kens NC	18,258	11,088
Kens Farm	2,975	3,456
Mobile Center		
Hudson Mills	2,500	2,500
Oakwoods	13,290	12,697
Lake Erie	6,990	13,480
<b>Totals</b>	<b>68,025</b>	<b>61,176</b>

"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.