

ADVANCED AGENDA
Huron-Clinton Metropolitan Authority
Board of Commissioners Meeting
February 10, 2011, 10:30 a.m.
Administrative Office

1. Chairman's Statement
2. Public Participation
3. Minutes
 - a. Regular Session – Jan. 13, 2011
 - b. Closed Session No. 1 – Jan. 13, 2011
 - c. Closed Session No. 2 – Jan. 13, 2011
4. Financial Statements (Separate attachment)
 - a. December 2010
 - b. January 2011
5. Vouchers
 - a. December 2010
 - b. January 2011
6. Purchases **(pg. 1)**
7. Reports
 - A. Metro Beach
 1. WWII Veterans Weekend Agreement **(pg. 5)**
 - B. Stony Creek
 1. Change Order No. 1 – Sanitary Sewer Rehabilitation, Project No. 2-509-10A **(pg. 11)**
 - C. Kensington
 1. Proposal – Final Assessment Report, Service Area UST Release **(pg. 13)**
 - D. Hudson Mills
 1. Transfer of Easement – Village of Dexter Trail **(pg. 21)**
 - E. Delhi
 1. Bids – Park Entrance Road Resurfacing **(pg. 29)**
 - F. Lake Erie
 1. Bids – 2011 Marina Channel Maintenance Dredging **(pg. 31)**
 2. Bids – Picnic Shelters (Lake Erie and Willow) **(pg. 33)**
 - G. Administrative Office
 1. Update – Reorganization Plan Alternatives **(pg. 35)**
 2. Update – Kensington Golf Course Maintenance RFP **(pg. 39)**
 3. Bids – Hike-Bike Trail Crack Filling, Roadway Overbanding (various locations) **(pg. 41)**
 4. 4th Quarter 2010 Appropriation Adjustments **(pg. 43)**
 5. Washtenaw County Tax Levy Adjustments **(pg. 45)**
 6. Donations **(pg. 47)**
 7. Legislative Report **(pg. 48)**
 8. Resolution – Former Commissioner Peter Walters
 8. Closed Session to consider land acquisition

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9. Park/Department Presentations
 1. Fluency – Marketing Presentation
 2. Communications
10. Director’s Comments
11. Commissioners’ Comments
12. Motion to Adjourn

A Pension Committee meeting will take place prior to the Feb. 10 Board meeting at 9:00 a.m. at the Administrative Office with a Health Care Trust meeting immediately following the pension meeting.

The next regular Board of Commissioners meeting will be held on Thursday, March 10 at 10:30 a.m. at the Administrative Office.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Maria van Rooijen, Buyer
Project No: GSA Contract No. GS-35F-4543G (U.S. General Services Administration for IT Equipment, Software and Services – April 2, 2008 through April 1, 2013)
Location: Administration Office – Engineering Department
Date: February 3, 2011

Scope of Work: Provide software and network support for Engineering AutoCAD (Computer Aided Design) software for a period of one year March 1, 2011 through February 28, 2012.

Vendor	City	Amount
DLT SOLUTIONS, INC. c/o Avatech Solutions Inc.	Troy	\$10,250.85

Recommendation: that the Board of Commissioners award GSA Contract GS-35F-4543G to the low responsive, responsible bidder, DLT Solutions c/o Avatech Solutions in the amount of \$10,250.85 as recommended by Buyer Maria van Rooijen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Janice Schlitters, C.P.P.B., Food Service Administrator
 Project Title: Pick-up Truck Purchase
 Location: Lower Huron, Police Department
 Date: February 3, 2011

Scope of Work: Furnish and deliver one (1) pick-up truck, 4x4, extended cab as per best negotiated pricing from cooperative purchasing agreements with dealers through the state of Michigan and Oakland County.

VENDOR	CITY	AMOUNT
Signature Ford	Owosso, MI	\$24,583.00
Red Holman GMC	Westland, MI	\$26,198.00

Recommendation: That the Board of Commissioners award to the low responsive, responsible bidder, Signature Ford as per the state of Michigan Contract in the amount of \$24,583.00 as recommended by Food Service Administrator Janice Schlitters and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Gregory J. Almas, Deputy Director
Subject: WWII Veterans Weekend Agreement
Location: Metro Beach Metropark, Macomb County
Date: February 3, 2011

Acme Productions, LLC is requesting to hold an event at Metro Beach called the WWII Veterans Weekend June 17-19, 2011. Acme is currently in the process of becoming incorporated with the state of Michigan. This event will have static displays of 40-60 military vehicles, amphibious landing battle reenactments and vendors selling military collectibles. Re-enactors (both Allied and Axis) will be dressed in period uniforms. This event will be held along the waterfront, west of the swimming beach in an area that is bordered by the west beach sidewalk, the day sail ramp, Lake St. Clair and the Par 3 golf course fence. The show area will be completely fenced in with the exception of the border with Lake St. Clair and an admission will be charged.

Advantage Food Service (HCMA's caterer at Metro Beach) will provide food on site for patrons to purchase. Acme would like to make beer and wine available for purchase to show attendees. Acme will be responsible for obtaining any licenses and insurance necessary to operate. Michigan liquor law prevents HCMA from receiving any revenue from the sale of alcoholic beverages from another entity.

This event has been held for the previous three years at Veterans Memorial Park in St. Clair Shores. Acme is requesting to move the show to Metro Beach because it has outgrown the site at Veterans Memorial Park. Superintendent Pershing has contacted St. Clair Shores Parks and Recreation Director Greg Esler about their experience with this group. Director Esler spoke of the event and the dedication of the promoters in the highest regard.

Acme will pay the following consideration to HCMA:

- 20 percent of gross admission charges
- 20 percent of vendor booth fees and space rental fees
- Full-time employee labor at \$51.10 per hour
- Seasonal employee labor at \$12.32 per hour and \$18.48 per overtime hour

Park Superintendent Pershing has worked on this special event for several months and will be available for specific questions.

Attachment: Agreement – Acme, LLC

Recommendation: That the Board of Commissioners approve the Agreement with Acme, LLC as presented (contingent upon Acme, LLC becoming incorporated) and as recommended by Deputy Director Almas and staff.

AGREEMENT
ACME Productions, LLC
Metro Beach Metropark – WWII Veterans Weekend

AGREEMENT made this 10th day of February, 2011 by and between ACME PRODUCTIONS, LLC, 20405 Martin Road, St. Clair Shores, Michigan, 48081, hereinafter known as Acme, and HURON-CLINTON METROPOLITAN AUTHORITY, 13000 High Ridge Drive, Brighton, Michigan, 48116-8001, a public body corporate created and existing under the laws of the State of Michigan, hereinafter known as the Authority.

WITNESSETH

1. For the consideration hereinafter set forth, the Authority grants to Acme the limited license and right to use, occupy and operate in the area of Metro Beach Metropark between the day sail launch and the west beach sidewalk, as agreed upon by Acme and the Park Superintendent, for the purpose of conducting the WWII Veterans Weekend, to take place on June 17-19, 2011. This event will display military vehicles, have battle reenactments and have vendors selling military collectibles and memorabilia. No firearms will be sold. The show area will be completely fenced. At the discretion of the Park Superintendent, a reasonable time will be granted before and after such periods to assemble and disassemble the show.
2. The consideration to be paid by Acme to the Authority for the show shall be as follows:
 - 20% of gross admission charges
 - 20% of vendor booth fees or space rental fees

Amounts due to the Authority shall be due and payable on or before July 15, 2011. The Authority shall have the right to examine the books and records of Acme after the show, to verify the amount of gross admissions collected by Acme and space rentals invoiced, if it is deemed necessary. The accountability procedures are subject to the approval of the Authority. Within 30 days of the event, Acme must submit a statement from a Certified Public Accountant, certifying the amount of gross admissions and space rentals collected by Acme, if so required by the Authority.

3. Admission fee for the show at the gate will be:
 - \$8.00 for adults
 - \$6.00 for seniors age 62 and up, and children 16 and under
 - \$20.00 for a family pack (2 adults and 2 children)
 - WWII Veterans are free

Acme shall be responsible for:

- 1) Holding the Authority harmless against all liability arising as a result of this proposal.
- 2) Providing generators required for electrical loads greater than capacity of the existing system.
- 3) Providing portable toilets in the event that existing toilet facilities are not sufficient.
- 4) Providing any tents or other equipment which may be used in the conduct of the show.
- 5) Providing all personnel to operate the show.

- 6) Providing adequate security within the show area.
- 7) Clean-up of the grounds and repair of any damage to the area used.
- 8) The hours of the WWII Veterans Weekend shall be determined by agreement with the Park Superintendent.
- 9) Food service at Metro Beach Metropark is the exclusive right of the food concessionaire. Space will be provided at no charge for food service facilities within the show site as are agreed upon by both parties. No other type of food vendors permitted in the show.
- 10) Beer and wine sales will be permitted within the show area by Acme or their designate. Acme shall be responsible to obtain any required licenses and/or permits and any additional insurance required by the Authority connected with the sale of alcohol.
- 11) Acme shall indemnify and hold harmless the Authority and Commissioners, officers, agents and employees against any and all claims for injury or death of any persons, or for loss, damage or destruction of any personal or real property arising out of or connected in way with operations under this agreement. Acme shall provide, at his sole expense and evidence by a Certificate Insurance with the following coverage and limits of liability.

Comprehensive General Liability Insurance:

(To include "Products" and Contractual Liability Coverage)

Bodily Injury Liability -	\$1,000,000 Each occurrence \$1,000,000 Aggregate
Property Damage Liability -	\$1,000,000 Each occurrence \$1,000,000 Aggregate

Comprehensive Automobile Liability Insurance:

Bodily Injury Liability -	\$ 250,000 Each person \$ 500,000 Each occurrence
Property Damage Liability -	\$1,000,000 Each occurrence
Worker's Compensation & Employers' Liability -	Statutory Coverages

In addition, the HURON-CLINTON METROPOLITAN AUTHORITY shall be named as "Additional Insured". The Certificate of Insurance shall also provide that the HURON-CLINTON METROPOLITAN AUTHORITY will be given written notice at least ten (10) days prior to any material change in or cancellation of insurance policy. The Certificate of Insurance will be delivered to the Authority not later than two weeks in advance of the shows. Upon written demand of the Authority, Acme or its insurers will assume the defense of any claim described herein which may be made the subject of a court action.

- 12) Assuring adequate oversight and response to prevent and/or mitigate environmental or water quality damage from leaks of contaminants into the grounds or waters used by Acme.

13) It is further agreed that Acme shall reimburse the Authority the following amounts for services provided by maintenance employees:

- a) Full-Time Employee at \$51.10 per hour
- b) Seasonal Employee at \$12.32 per hour and \$18.48 overtime

IN WITNESS WHEREOF, the Parties have executed the Agreement the day and year first above written.

WITNESS

**HURON-CLINTON
METROPOLITAN AUTHORITY**

BY: _____

Harry E. Lester, Chairman

AND: _____

John E. La Belle, Secretary

DATE: _____

ACME PRODUCTIONS, LLC

Joe Evangelista

AND: _____

Paul Palazzola

DATE: _____



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 Subject: Change Order No. 1
 Project No: 2-509-10A
 Project Title: Sanitary Sewer Rehabilitation
 Project Type: Supplemental Major Maintenance
 Location: Stony Creek Metropark, Macomb and Oakland Counties
 Date: February 3, 2011

On Oct. 14, 2010 the Board of Commissioners awarded a contract to provide cleaning and televising of the sanitary sewer system (approximately 9,000 lineal feet) in Stony Creek Metropark, and to provide a number of repairs at various locations. Repairs include continuous cured-in-place (CCIP) lining (1,450 linear feet total in the original contract), sectional cured-in-place (SCIP) lining (200 linear feet total), manhole repairs (6 ea.), open cut repairs and other items. The contract was bid on a unit price basis. The purpose of the project is to repair leaking joints and failing structures in the sewer system, and to reduce groundwater/lake water infiltration into the system, thereby reducing the cost of wastewater disposal. The contract was awarded to Liqui-Force Services (USA), Inc. in the amount of \$138,191.75.

Construction is currently in progress. At this time, all open cut pipe repairs are complete and pipe lining work will begin in the upcoming days. The project is approximately 30 percent complete at this time and is on track to be substantially complete by April 1, 2011.

This proposed Change Order No. 1 includes the following items, justification and amount:

<u>Description</u>	<u>Justification</u>	<u>Amount</u>
Additional SCIP lining (130' at 15 locations)	Unforeseen condition	\$31,600
Additional manhole repairs (8 each)	Unforeseen condition	\$12,200
Additional open cut/ other repairs (3 sections)	Unforeseen condition	<u>\$ 2,200</u>
Total, Change Order No. 1		\$46,000

These additional repairs were not included in the original contract because: 1) deterioration has increased and more damage has occurred since the time of original inspections several years ago; and 2) some portions of the system could not be evaluated during the original inspections (e.g. buried manholes), but during current inspections were found to be damaged. The additional work could not have been anticipated, but it is critical that it be performed under this contract to insure that all repairs needed to the system are addressed. Pricing for additional work is covered under the contract unit prices.

This project is the first phase of a multi-phase effort to repair and/or replace water and sanitary sewer infrastructure in Stony Creek Metropark. As a key element of park infrastructure having total repair/ replacement costs in excess of \$200,000, funding of Change Order No. 1 through the Authority's Supplemental Major Maintenance Reserve Account is recommended.

Recommendation: That the Board of Commissioners approve Change Order No. 1 to Contract No. 2-509-10A in the amount of \$46,000.00 and that a transfer of funds in the amount of \$46,000.00 from the Supplemental Major Maintenance Account to Work Order No. 2-709.80-S163 be made to cover the change order as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Project Title: Environmental Services – Final Assessment Report (FAR) Confirmed
 Release of Contaminants
 Location: Kensington Metropark, Oakland County
 Date: February 3, 2011

At our request, the engineering firm of Fishbeck, Thompson, Carr & Huber (FCTH) has submitted a proposal dated Jan. 12, 2011 (copy attached) to prepare a Final Assessment Report (FAR) on the confirmed release of contaminants associated with the removal of USTs at the Kensington Service Area in April 2010. The FAR must be completed and submitted to the Michigan Department of Environmental Quality (MDEQ) no later than April 20, 2011 (365 days from the discovery of the release), in accordance with Part 213 of 1994 Public Act 451, Michigan's Natural Resource and Environmental Protection Act.

The FAR will include the following. Task 1: The construction of eight (8) soil borings in the area of the UST release to depths of 35 feet, a monitoring well 90 feet deep, collection of up to 14 soil and groundwater samples, and analyses for MDEQ-recommended parameters (BTEX, PNAs, select organic compounds, etc.) Task 1 will also include aquifer testing to determine groundwater flow, direction and conductivity. Task 2 activities will include data analyses, development of remediation alternatives (with cost estimates), corrective action plan, schedule and preparation of the FAR for submittal to the MDEQ. As shown in FTCH's proposal, Task 1 costs are estimated at \$34,000. Task 2 costs are estimated at \$14,750; therefore the total proposed amount is \$48,750. Costs may vary based on actual work performed.

Background

Fuel Storage Tank System Replacement: In 2010 HCMA undertook a project to remove three existing USTs at the Kensington Service Area and replace them with an above-ground fuel storage tank (AST). The existing UST system was over 25-years-old and suspected of being faulty. They were of single wall fiberglass construction and did not meet current standards. While there was no prior evidence of a release of product into the environment from these USTs, due to concerns about their condition their removal became a priority. A contract was awarded on March 11, 2010 in the amount of \$32,000 to remove the USTs and prepare the site for installation of the AST. The USTs were removed in April 2010; they were replaced with a 6,000 gallon AST which had been donated to HCMA in 2009 and later reconditioned.

Discovery of Release: During removal of the USTs, contaminants were discovered at relatively high levels in a localized area of the excavation. The removed UST's appeared to be intact with no evidence of leaking, but it is possible that the release emanated from system piping. It is also possible that the contamination originated from former leaking steel USTs which existed in the immediate area, prior to installation of the fiberglass USTs in 1984. However, regardless of the origin, it was required that the release be reported to the MDEQ on April 20, 2010 in accordance with regulations.

Also at that time, FTCH was retained to provide compliance services related to the release response. Contaminated soils were removed to the extent possible without endangering adjacent structures, and soil testing was performed to assess the extent of contamination.

Initial Assessment Report (IAR): Under Part 213, HCMA was required to retain a qualified environmental consultant to oversee further compliance activities after discovery of the release. Therefore on July 8, 2010, FTCH was retained to perform a site investigation of the release (which included test borings, soil sampling, monitoring wells, testing and analyses) and to prepare an Initial Assessment Report meeting MDEQ standards. FTCH was retained because of their earlier services in response to the UST release, the urgent nature of the response to MDEQ, and their qualification. The amount approved for FTCH's services was \$52,950; however, the final cost of the site work and IAR preparation was \$43,489.

The IAR detailed the initial release response, UST removal, and soil samples collected and tested from the UST excavation. The IAR also reported on the site investigation that took place in August 2010 which included the drilling of three (3) monitoring wells and eight (8) soil borings. The monitoring wells were drilled to between 70 and 75 feet below ground and into groundwater. Soil borings were taken in the vicinity of the removed fiberglass tanks.

Soil borings obtained in the IAR showed concentrations of select volatile organic compounds (including BTEX and MTBE) significantly in excess of MDNRE's drinking water protection and groundwater/ surface water interface protection criteria, as stipulated for Part 213's Tier 1 risk-based screening levels. Concentrations of select polynuclear aromatic compounds (PNAs) also exceeded these criteria, but to a lesser extent. Based on soil investigations the exceedencies occur under the former 8,000 gallon tanks, at a depth of 20 to 30 feet; but fortunately above the groundwater level, which is about 70 feet deep at this location. The report concluded that groundwater has not been impacted by the release. However, because the initial investigation did not fully define the extent of impacted soils, the IAR recommended the construction of additional soil borings and monitoring wells, as outlined in FTCH's Jan. 12, 2011 proposal for the FAR.

The IAR was completed and submitted to the MDEQ on Oct. 27, 2010. Because the IAR was in progress during and after the 2010 Budget process, costs associated with preparing the Final Assessment Report were not budgeted. An appropriation from Reserves will therefore be necessary to authorize FTCH's proposal for the FAR.

It should be noted that active remediation of the contamination may be necessary in the future, depending upon the conclusions of the FAR. As stated in FTCH's proposal, the remediation alternatives may include 1) soil excavation and removal; 2) soil vapor extraction; or 3) in-situ chemical oxidation. Any remediation activities proposed in the FAR are outside the scope of the proposed services. However, it is critical that HCMA continue to meet environmental regulations with respect to this UST release, and that groundwater in the area be fully protected.

Recommendation: that the proposal from Fishbeck, Thompson, Carr & Huber, Inc. dated January 12, 2011 in the total estimated amount of \$48,750 be accepted, and that an appropriation from Reserves to the Major Maintenance Account (700.01) in this amount be made as recommended by Chief Engineer Arens and staff.

January 12, 2011
 Project No. G090245C

Mr. Mike Arens
 Chief Engineer
 Huron-Clinton Metropolitan Authority
 13000 High Ridge Drive
 Brighton, MI 48114-9058

Re: Proposal for Environmental Services
 Leaking Underground Storage Tank (UST) Final Assessment Report (FAR)
 Kensington Metropark Maintenance Facility, Milford, Michigan

Dear Mr. Arens:

Fishbeck, Thompson, Carr & Huber, Inc. (FTC&H) has prepared this work plan for ongoing assessment activities at the Huron-Clinton Metropolitan Authority's (HCMA) Kensington Metropark Maintenance facility in Milford, Michigan (site). The scope of services has been developed in accordance with the work plan activities that were submitted to the Michigan Department of Natural Resources and Environment (MDNRE) in the Initial Assessment Report (FTC&H, October 2010).

A FAR is required to be completed and submitted to the MDNRE prior to April 20, 2011. This proposal includes the scope of services to conduct the ongoing site assessment activities and to prepare and submit a FAR for the site. The FAR will document the complete definition of the horizontal and vertical extent of all impact resulting from the UST release, identify technologies capable of remediating the resulting impact, and evaluate remedial costs to select the most effective remedial solution. The remedial options anticipated, at this time, for the FAR are expected to include: (1) soil excavation and offsite disposal, (2) soil vapor extraction and treatment, and (3) insitu chemical oxidation.

SCOPE OF SERVICES

TASK 1 – Ongoing Site Assessment Activities

Soil Investigation

FTC&H proposes installing five test borings in the UST release area (see Figure 11 attached) to further evaluate the geologic characteristics and the vertical and horizontal extent of impact that resulted from the release. We propose two test borings be installed in the historic UST area to determine the soil quality. Additionally, we propose one soil boring be drilled and sampled adjacent to the previous soil boring, GSW (20 feet), to support the evaluation of treatment alternatives. All eight test borings will be installed using a Geoprobe, equipped with macro-cores and single-use acetate liners. A continuous core of soils will be collected at each location to a total depth of 35 feet below the ground surface (bgs). The recovered soils at each boring location will be described by a FTC&H geologist and field screened for the presence of total organic vapors using a photoionization detector. Up to fourteen soil samples will be collected to evaluate the horizontal and vertical extent of soil impact.

Based on the field screening and the analytical results of the soil samples, additional soil borings may be warranted to define the extent of contamination. If additional borings are required, FTC&H will contact the HCMA for approval.

4775 Campus Dr.
 Kalamazoo, MI
 49008
 ph: 269.375.3824
 fax: 269.375.2889
 www.ftch.com

Groundwater Investigation

Monitoring Wells

It was determined during the drilling of the three initial monitoring wells that the groundwater flow direction in the vicinity of the former USTs was calculated to be towards the northwest. Based on available data reviewed during the IAR, it was believed that the groundwater flow would have been towards the southeast; however, data collected at the site identified a northwest groundwater flow direction. To verify that the groundwater has not been impacted, FTC&H proposes to install two monitoring wells, as a nested set, hydraulically-downgradient (northwest) of the source area.

The monitoring wells will be constructed of 2-inch-diameter, flush-coupled polyvinyl chloride (PVC) well risers and PVC well screens. The proposed shallow well will have a 10-foot-long well screen and be installed with the well screen bisecting the water table surface. The deeper monitoring well will be installed adjacent to the shallow well to evaluate the vertical component of groundwater flow and groundwater quality deeper in the aquifer. The deeper monitoring well will be equipped with a 5-foot-long PVC well screen. We estimate that the shallow well depth will be 75 feet bgs and the deeper well depth will be 90 feet bgs. The wells will be installed using a drilling rig equipped with hollow-stem augers and industry standard installation methods. The wells will be developed by surging and pumping to remove fine-grained material and improve hydraulic communication between the well and surrounding formation. The wells will be completed with locking, expandable well plugs and flush-mount covers.

Site Survey

The locations of the new monitoring wells will be surveyed by a licensed surveyor provided by the HCMA. Vertical ground and top-of-casing elevations will be determined to the nearest 0.01 foot. The survey datum for the vertical elevations will be North American Vertical Datum (NAVD) 88. Geoprobe boring locations will be measured relative to the nearby building.

Monitoring Well Sampling

After an equilibration period of approximately one week, FTC&H will collect groundwater samples and water level elevation data from the site monitoring wells. After the wells have been vented, the static water level will be measured in each well, using an electric water level indicator, to the nearest 0.01 foot. Groundwater samples will be collected from each monitoring well using low-flow/minimal drawdown sampling methods.

Sample Handling and Analysis

The soil and groundwater samples will be collected directly into laboratory-prepared bottles, stored on ice in an insulated cooler, and transported under chain-of-custody documentation to an analytical laboratory. The fourteen soil samples collected for the site investigation will be analyzed for the MDNRE-recommended parameters for unleaded gasoline and light distillate oils: benzene, toluene, ethylbenzene, xylenes (BTEX); trimethylbenzene isomers (TMBs); methyl tert butyl ether (MTBE); polynuclear aromatic hydrocarbons (PNAs); diesel range organics; and gasoline range organics. The groundwater samples will be analyzed for BTEX, TMBs, MTBE, and PNAs.

As part of the Feasibility Study, to support the evaluation of ISCO treatment alternatives, two additional soil samples will be collected and evaluated for soil oxidant demand (SOD). One SOD soil sample will be collected from one of the five soil borings used to define the extent of soil impact described above. The second SOD soil sample will be collected from a soil boring located adjacent to GSW (20 feet), to represent the most impacted soils at the site.

As previously discussed with you, the MDNRE has been inconsistent with its enforcement of metals at Part 213 sites (i.e., at some sites they have required an assessment, at others they have not required metals analysis). In consideration of this situation, it is our recommendation to not sample for metals until the MDNRE raises the issue. We state this because metals like iron and manganese are naturally-occurring in groundwater and are often found at concentrations greater than state cleanup criteria. Therefore, we recommend that a metals analysis not be conducted during the well sampling event, but advise the HCMA that the MDNRE may require metals be evaluated before a final closure is approved for the site.

Soil samples collected for BTEX, TMB, and MTBE analyses will be field preserved with methanol. A field blank of the methanol preservative will be collected during the sampling event for analysis of BTEX, TMB, and MTBE. Duplicate and matrix-spike/matrix-spike-duplicate samples will also be collected for analysis. One trip blank will be submitted for analysis of BTEX, TMB, and MTBE to verify that cross contamination between the samples did not occur while stored in the cooler during transportation to the laboratory. These additional samples are required by MDNRE Operational Memorandum No. 2 to ensure that representative data are used to evaluate the precision and accuracy of the analytical data. The analytical laboratory will report its findings within ten business days.

Investigative-Derived Waste (IDW)

All excess soil core and soil cuttings generated during Geoprobe and well installation activities will be placed into labeled, 55-gallon drums. All groundwater generated from temporary and permanent well development and groundwater sampling activities will be placed into labeled 55-gallon drums. The drums will be placed at a secure location, designated by the HCMA, for temporary storage. The volume of IDW is not known at this time; therefore, the cost for drum disposal is not included in this proposal.

Aquifer Testing

The purpose of the aquifer testing is to estimate a site-specific hydraulic conductivity value for saturated soils, and calculate a groundwater flow velocity within the unconfined aquifer. Hydraulic conductivity tests (slug tests) will be performed at the new monitoring wells. The slug tests will be performed using a bail-down (“slug-out”) or pneumatic testing method. The change in groundwater elevation versus time will be measured and digitally recorded. The slug test data will be analyzed to determine a hydraulic conductivity value using an appropriate mathematical method.

TASK 2 – FAR Preparation

Part 213 requires that the FAR be submitted to the MDNRE within 365 days of the discovery of a release (due April 20, 2011). FTC&H will prepare and submit a draft FAR to the HCMA for review and comment. The FAR will include all elements required by the MDNRE (see attached list), including a Feasibility Study for remediation alternatives (with approximate costs), and a Corrective Action Plan (CAP) and schedule.

The remedial options anticipated at this time for the FAR are expected to include: (1) soil excavation and offsite disposal, (2) soil vapor extraction (SVE) and treatment, and (3) ISCO. The Feasibility Study will evaluate the benefits and limitations of each technology, the expected costs, and will select the approach that best fits the HCMA’s goals. The CAP will define the steps and schedule to implement the selected remedial technology.

FTC&H will incorporate any HCMA comments, prepare a final FAR, and submit the report to the MDNRE.

COST ESTIMATE

Task 1

Ongoing Site Assessment Activities

FTC&H Professional Services	\$ 8,900	
Geoprobe/Drilling Subcontractor	\$13,700	
ISCO Analysis	\$ 1,800	
Laboratory Analysis	\$ 6,350	
Equipment and Expenses	<u>\$ 3,250</u>	
Subtotal		\$34,000

Assumptions:

- Three days for Geoprobe use
- Three days for drilling and well installation
- One day for groundwater sampling
- One day for aquifer testing
- Standard (ten business days) time for receipt of laboratory analytical data
- Investigative derived waste disposal costs are not included in this proposal
- A release has not occurred and contaminated soils are not present in the vicinity of the historical USTs

Total Task 1		<u>\$34,000</u>
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Task 2

FAR Preparation:

FTC&H Professional Services	\$ 14,500	
Reproduction and Postage	<u>\$ 250</u>	
Total Task 2		<u>\$14,750</u>

Assumptions:

- Meetings with the MDNRE will not be required
- A release from the historical USTs has not occurred

Total Cost Estimate		<u>\$48,750</u>
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AUTHORIZATION

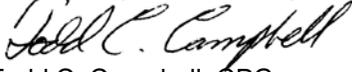
FTC&H proposes to conduct the above scope of services on a time-and-materials basis, in accordance with the terms and conditions previously agreed upon between FTC&H and the HCMA, dated March 24, 2010.

Mr. Mike Arens
Page 5
January 12, 2011

If you have any questions or require additional information, please contact me at 269-544-6948 or tccampbell@ftch.com.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.



Todd C. Campbell, CPG

lkj

Attachments

By e-mail and U.S. mail

cc/enc: Mr. Mike Brahm-Henkel – HCMA
Mr. Kenneth G. Wiley, CPG – FTC&H (e-mail only)
Mr. Daniel G. Greene, CPG – FTC&H (e-mail only)



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Michael Arens, Chief Engineer
Subject: Transfer of Easement – village of Dexter Hike-Bike Trail
Date: February 3, 2011

The village of Dexter and the Washtenaw County Parks and Recreation Commission (WCPRC) are developing a hike-bike trail to extend from Dexter's Warrior Park, across Mill Creek, under the Norfolk Southern Railway bridge and into Westridge Subdivision. This trail will be approximately 1,700 feet in length and will lie completely within the village of Dexter. The project is being developed and funded by WCPRC and Dexter. In December 2010, WCPRC, in cooperation with Dexter, awarded a contract in the amount of \$650,000 for the construction of the southern 1,200-foot section of this trail. Work is expected to begin this month and will be completed in the summer of 2011.

The northern 480 feet of this section of trail will be located within a 100-foot wide easement currently held by HCMA. This easement is the southerly of two easements reserved by HCMA when, in March 1995, it sold a 56-acre parcel of land at the south side of Hudson Mills Metropark to Webster Hills Associates (i.e. the Frickes). For many years, HCMA has planned to construct a hike-bike trail extending into Dexter, and these easements were reserved by HCMA specifically for this purpose. However, Dexter has now committed to constructing the section of trail that will occupy this easement. Staff believes that the easement, with its associated benefits and responsibilities, should be transferred to the village of Dexter.

A Quit Claim Deed (copy attached), executed by HCMA, is necessary to transfer HCMA's easement rights to the Village of Dexter. Also necessary is a simultaneously-executed Closing Memorandum (copy attached) between HCMA and Dexter to memorialize the intentions of the parties and the terms of the transaction. These instruments were drafted in cooperation with HCMA's legal counsel, Miller Canfield.

Dexter's trail will be an integral part of the Washtenaw County Border-to-Border Trail system. This system, to be developed through the cooperation of WCPRC and other agencies, will result in a 35-mile non-motorized trail through the Huron River Valley. In the past, WCPRC partnered with HCMA and the Michigan Natural Resource Trust Fund (MNRTF) to develop the 1.8-mile West Side Trail at Hudson Mills Metropark (completed in 2007).

Also under development, as reported to the Board of Commissioners on Aug. 12, 2010, is WCPRC's River Terrace Trail, which will extend 1.4 miles from the village of Dexter to HCMA's Dexter-Huron Metropark. The River Terrace Trail, to be constructed by WCPRC mostly on HCMA land along the Huron River, is currently under design by WCPRC. A Trail Agreement between WCPRC and HCMA is currently being developed, as directed by the Board on Aug. 12, 2010.

The village of Dexter's trail will connect to HCMA's Hudson Mills–Dexter Trail, which is currently under design by HCMA. As reported to the Board of Commissioners on Dec. 9, 2010, HCMA was awarded a grant from the MNRTF in the amount of \$500,000 to develop this 3-mile trail (estimated at \$2,180,000) which will connect the existing West Side Trail to the village of Dexter's trail. Project partners for the Hudson Mills – Dexter Trail will be WCPRC (to contribute \$700,000), Washtenaw County Road Commission (\$100,000), MDOT Transportation Enhancement (\$780,000), HCMA (\$100,000) and MNRTF (\$500,000).

Recommendation: That the Board of Commissioners approve the attached Quit Claim Deed and Closing Memorandum as recommended by Chief Engineer Arens and staff.

SPACE ABOVE THIS LINE FOR RECORDING PURPOSES

QUIT CLAIM DEED

KNOW ALL MEN BY THESE PRESENTS, that **HURON-CLINTON METROPOLITAN AUTHORITY, a public body corporate**, whose address is 13000 High Ridge Drive, Brighton, Michigan 48114 (“Grantor”), QUIT CLAIMS to **VILLAGE OF DEXTER, a Michigan general law village**, with an address of 8140 Main Street, Dexter, Michigan 48130 (“Grantee”), all of Grantor’s rights in the following easement situated in the Village of Dexter, County of Washtenaw, State of Michigan:

All of Grantor’s right, title and interest, if any, arising or related to that certain easement created by that certain Warranty Deed dated March 9, 1995, recorded in Liber 3088, Pages 644-656, and more particularly described as:

A 100.00 foot wide easement for the construction and maintenance of a trail for pedestrian and bicycle traffic adjacent and parallel to the following two lines: S 33 degrees 17 minutes 20 seconds W 92.45 feet; thence S 06 degrees 31 minutes 20 seconds W 290.51 feet

for the sum of ONE DOLLAR AND 00/100 (\$1.00).

This conveyance is exempt from taxation pursuant to MCL 207.505 (a) and MCL 207.526(a).

SIGNATURES AND ACKNOWLEDGEMENTS ON THE FOLLOWING PAGE

Dated this _____ day of February, 2011

WITNESSES

**HURON-CLINTON METROPOLITAN
AUTHORITY, a public body corporate**

By: Harry E. Lester
Its: Chairman

By: John E. La Belle
Its: Secretary

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

The foregoing instrument was acknowledged before me this ____ day of February, 2011, by Harry E. Lester, the Chairman and John E. La Belle, the Secretary of the **HURON-CLINTON METROPOLITAN AUTHORITY, a public body corporate**, known to me to be the person who executed the foregoing instrument, and acknowledged the same to be of his/her free act and deed, as in said instrument described.

_____, Notary Public
_____, County, Michigan
Acting in _____ County, Michigan
My commission expires _____

Drafted by and after recording return to:
Joseph M. Fazio, Esq.
Miller Canfield Paddock & Stone, PLC
101 N. Main Street, 7th Floor
Ann Arbor, Michigan 48104

CLOSING MEMORANDUM

This Closing Memorandum is made and entered into this _____ day of February, 2011 by and between Huron-Clinton Metropolitan Authority, a public body corporation, whose address is 13000 High Ridge Drive, Brighton, MI 48114 (“Seller”) and Village of Dexter, a Michigan general law village, whose address is 8140 Main Street, Dexter, Michigan 48130 (the “Purchaser”)

RECITALS

WHEREAS, Seller is the holder of a certain 100 foot wide easement which allows Seller to construct and maintain a trail for pedestrian and bicycle trail, located in the Village of Dexter, Washtenaw County, Michigan pursuant to a reservation of easement referenced in the Warranty Deed recorded March 16, 1995 at Liber 3088, Page 644-656, and Washtenaw County Records, a copy of which is attached hereto as Exhibit A (the “Easement”).

WHEREAS, subject to the terms and conditions set forth in this Closing Memorandum, Seller has conveyed to Purchaser and Purchaser has acquired on even date herewith all of Seller’s right, title and interest, if any, in the Easement.

WHEREAS, the parties wish to confirm their agreements relative to the transfer of the Easement, which agreements are set forth below.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged and with the intent to be legally bound hereby, the parties hereto agree as follows:

1. The Recitals above referenced are acknowledged to be true, correct and complete and are otherwise incorporated herein by reference.
2. Simultaneously with the execution of this Agreement, the parties have consummated the sale and purchase of the Easement and Seller has delivered and Purchaser has accepted the delivery of a Quit Claim Deed for the Easement. From and after the date hereof, Purchaser shall perform and satisfy all obligations and assume all risks and liability arising under the Easement.
3. Purchaser acknowledges and agrees that it is acquiring the Easement in an as-is, where-is condition after completing its own investigation and without any representation or warranty of Seller as to the condition thereof or otherwise from Seller.
4. Seller agrees to indemnify, defend and hold Purchaser harmless from any claims, causes of action relating to Seller's possession of the Property which accrued prior to the date hereof. Similarly, Purchaser agrees to indemnify, defend and hold Seller harmless from and against any and all claims or causes of actions relating to Purchaser’s possession of the Property which accrue after the date of closing.
5. This Closing Memorandum may be executed in one or more counterparts, each of which shall constitute an original, and all of which together constitute one and the same instrument.

(signatures on following page)

SELLER:

WITNESSES

HURON-CLINTON METROPOLITAN AUTHORITY, a public body corporate

By: Harry E. Lester
Its: Chairman

By: John E. La Belle
Its: Secretary

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

The foregoing instrument was acknowledged before me this ___ day of February, 2011, by Harry E. Lester, the Chairman and John E. La Belle, the Secretary of the **HURON-CLINTON METROPOLITAN AUTHORITY, a public body corporate**, known to me to be the person who executed the foregoing instrument, and acknowledged the same to be of his/her free act and deed, as in said instrument described.

_____, Notary Public
_____ County, Michigan
Acting in _____ County, Michigan
My commission expires _____

PURCHASER:

VILLAGE OF DEXTER, a Michigan general law village

STATE OF MICHIGAN)
)SS.
COUNTY OF WASHTENAW)

By:
Its:

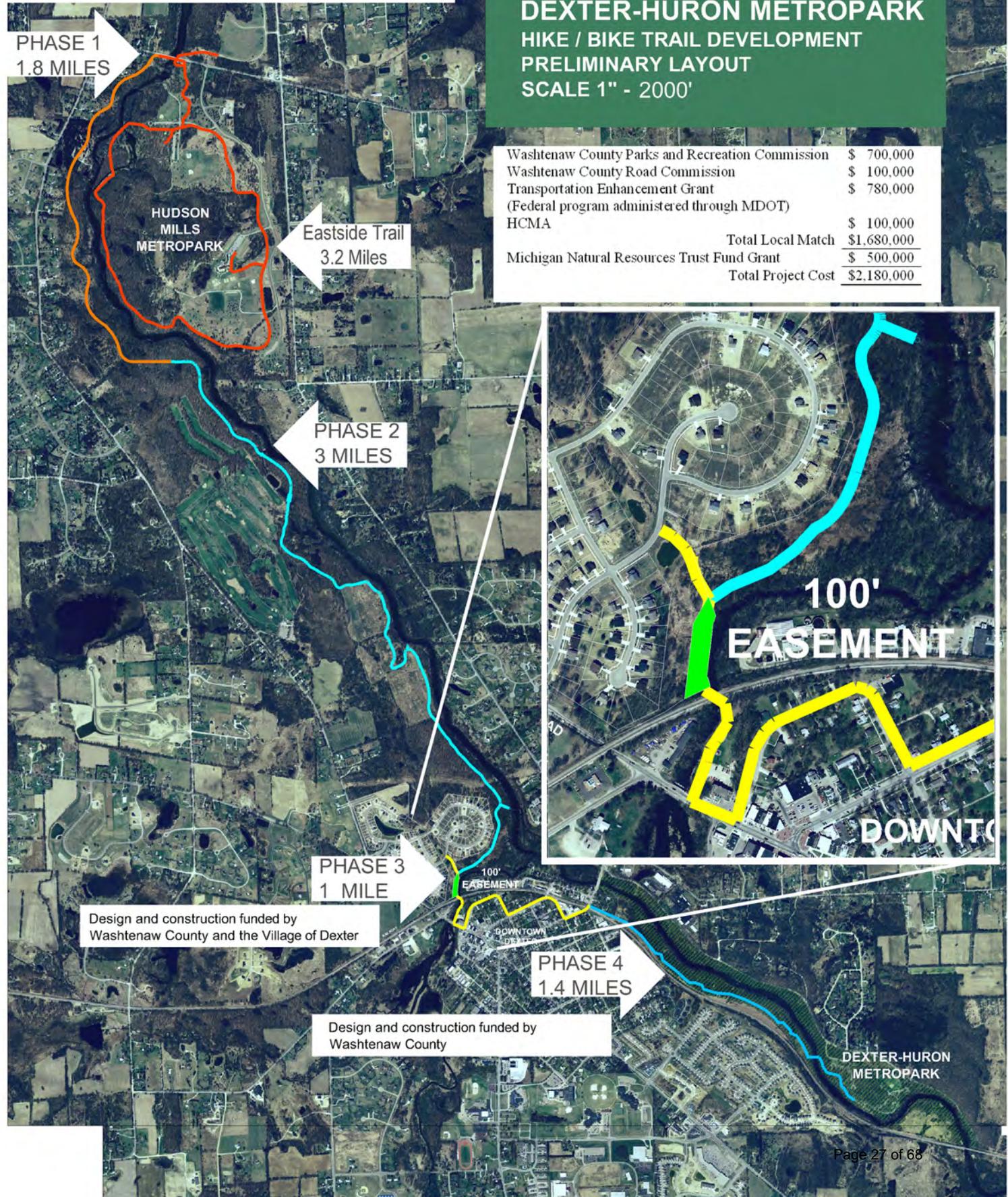
The foregoing instrument was acknowledged before me this ___ day of February, 2011, by _____, the _____ of the **VILLAGE OF DEXTER, a general law village**, known to me to be the person who executed the foregoing instrument, and acknowledged the same to be of his/her free act and deed, as in said instrument described.

_____, Notary Public
_____ County, Michigan
Acting in _____ County, Michigan
My commission expires _____

Community Foundation of Southeast Michigan	\$ 50,000
Washtenaw County Parks and Recreation Commission	\$ 150,000
HCMA	\$ 40,000
Michigan Natural Resources Trust Fund Grant	\$ 360,000
Total Project Cost	\$ 600,000

DEXTER-HURON METROPARK HIKE / BIKE TRAIL DEVELOPMENT PRELIMINARY LAYOUT SCALE 1" - 2000'

Washtenaw County Parks and Recreation Commission	\$ 700,000
Washtenaw County Road Commission	\$ 100,000
Transportation Enhancement Grant (Federal program administered through MDOT)	\$ 780,000
HCMA	\$ 100,000
Total Local Match	\$1,680,000
Michigan Natural Resources Trust Fund Grant	\$ 500,000
Total Project Cost	\$2,180,000



PHASE 1
1.8 MILES

HUDSON
MILLS
METROPARK

Eastside Trail
3.2 Miles

PHASE 2
3 MILES

PHASE 3
1 MILE

Design and construction funded by
Washtenaw County and the Village of Dexter

PHASE 4
1.4 MILES

Design and construction funded by
Washtenaw County

100'
EASEMENT

DOWNTON

DEXTER-HURON
METROPARK



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Project No: 505-100
 Project Type: Major Maintenance
 Location: Delhi Metropark, Washtenaw County
 Date: February 3, 2011

Bids Opened: Thursday, Jan. 20, 2011 at 2:00pm

Scope of Work: Provide bituminous crushing and shaping of existing pavement; place approximately 3,300 square yards of new asphalt pavement at the entrance road of Delhi Metropark; provide asphalt surfacing of parking entrance drives and portions of the northerly lot; provide new toll booth and island, drainage structures, aggregate base, parking bumpers, signs, pavement markings and related work. The project is required to replace the deteriorated and failing pavements and structures of the park entry, and to improve the overall appearance of Delhi Metropark. It will also complement the nearby Delhi Bridge Rehabilitation project, completed by the Washtenaw County Road Commission in 2009.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
1. S & J Sealer Co. dba: S & J Asphalt Paving Company	Canton	\$111,073.75
2. Cadillac Asphalt, LLC	Belleville	\$119,678.25
3. Nagle Paving Company	Novi	\$121,542.00
4. T & M Asphalt Paving, Inc.	Milford	\$123,201.00
5. ABC Paving Company	Trenton	\$134,613.35
6. Florence Cement Company, Inc.	Shelby Township	\$138,570.65
7. Summit Transport, Inc.	New Hudson	\$147,605.00
Total Budget Amount for Contract Services and Administration		\$130,000.00
Proposed Work Order Amount (Work Order No. 505.03-124D)		
Contract Amount – S & J Asphalt Paving (Rounded)		\$112,000.00
Contract Administration and Force Account work		<u>\$ 8,000.00</u>
Total Proposed Work Order Amount		\$120,000.00
Funds to be returned to Reserve Account		\$ 10,000.00

The following contractors obtained bidding documents but did not submit a proposal:

Barrett Paving Materials, Ypsilanti	The Jeffery Co., Trenton
Best Asphalt, Romulus	James P Contracting, Washington
Ajax Paving, Troy	

Recommendation: That the Board of Commissioners award Contract No. 505-100 to the lowest responsive, responsible bidder, S & J Sealer Co. dba: S & J Asphalt Paving Company, in the amount of \$111,073.75 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Project Title: 2011 Maintenance Dredging Marina Channel
 Project Type: Major Maintenance
 Location: Lake Erie Metropark, Wayne County
 Date: February 3, 2011

Bids Opened: Thursday, Jan. 27, 2011 at 2:00pm

Scope of Work: Remove approximately 6,000 cubic yards of dredging in the channel and mooring areas of the Marina; set channel markers at the Marina and Boat Launch. Place dredged material in the temporary holding area adjacent to the Marina. Dredging is required to remove accumulated sediment and to assure boating access to the marina. Dredging will provide 7.0 feet of depth below low water datum in the offshore channel and 3.0 feet within the inland channel and mooring areas.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
1. Marine Services, Inc.	Oak Park	\$27,600.00
2. Earth Works Excavating	Carleton	\$34,250.00
3. Dean Marine & Excavating, Inc.	Harrison Township	\$35,600.00
4. Hurst Marine, Inc.	Grosse Ile	\$37,900.00
Total Budget Amount for Contract Services and Administration		\$39,000.00
Proposed Work Order Amount		
Contract Amount –Marine Services, Inc. (Rounded)		\$28,000.00
Contract Administration		<u>\$ 3,000.00</u>
Total Proposed Work Order Amount		\$31,000.00

The following contractors obtained bidding documents but did not submit a proposal:

Lakeshore Marine, Roseville	Waterfront Construction, Harrison Township
Michigan Waterways, LaSalle	Marshall Marine, Roseville
D. Gabriel, Algamac	Faust Corporation, Grosse Pte. Farms
Marine One, Chesterfield	John Chamberlin, Rockwood
Restoration Dredging, Auburn	Michigan Hydraulic Dredging, Cheboygan
Decks, Docks & More, Brownstown	ABC Paving, Trenton
Morrish Wallace Construction, Cheboygan	Mark Stanley, Gibraltar

Recommendation: That the Board of Commissioners approve a purchase order be issued to the lowest responsive, responsible bidder, Marine Services, Inc., in the amount of \$27,600.00 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Project No: 500-111
 Project Title: Picnic Shelters (2)
 Project Type: Capital Improvement
 Location: Lake Erie and Willow Metroparks, Wayne County
 Date: February 3, 2011

Bids Opened: Thursday, Jan. 20, 2011 at 2:00pm

Scope of Work: Project to include the furnishing and construction of two 24-foot by 36-foot prefabricated wood picnic shelters, including site preparation, footings, concrete pavement, access walks, roofing, wood staining and site repairs. The Picnic shelter at Lake Erie Metropark to be located south of Activity Area tennis courts; shelter at Willow Metropark to be located at the Fox Meadows picnic area.

Major funding for this project is provided through a \$50,000 donation from an anonymous donor. This donation was received by the Huron-Clinton Metroparks Foundation by action of the Board of Commissioners on Dec. 9, 2010.

<u>Contractor</u>	<u>City</u>	<u>Amount</u>
1. LC Construction, LLC	Rockwood	\$61,635.60
2. Usztan, LLC	Auburn Hills	\$78,987.00
3. Michigan Playgrounds, LLC	Holland	\$80,442.80
4. Superior Play, LLC	Brighton	\$84,579.94
5. Miracle Recreation Equipment Co.	Okemos	\$89,294.40
6. Midwest Recreation Products, LLC	Spring Arbor	\$89,939.00
7. WCI Contractors, Inc.	Detroit	\$98,110.00
Total Budget Amount for Contract Services and Administration		\$50,000.00
Proposed Work Order Amount		
Contract Amount – LC Construction, LLC (Rounded)		\$62,000.00
Contract Administration		<u>\$ 3,000.00</u>
Total Proposed Work Order Amount		\$65,000.00
Funds required from Reserve Account		\$15,000.00

The following contractors obtained bidding documents but did not submit a proposal:
 Liparoto Construction, Rockwood Five Star Property Services, Rockwood

Recommendation: That the Board of Commissioner award Contract No. 500-111 to the lowest responsive, responsible bidder, LC Construction, LLC, in the amount of \$61,635.60, that \$50,000 be transferred from the Huron-Clinton Metroparks Foundation to fund the project, and that \$15,000 be transferred from Reserves to cover the difference between low bid and Budget Amount, as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Organization Alternatives – Park Operations
Date: February 3, 2011

Administrative staff and the ad hoc reorganization committee have been developing alternative plans for reorganizing the Metroparks. The goals of this reorganization are to reduce costs of operation while managing the reduction in the full-time work force as attrition occurs.

Deputy Director Almas will be presenting several alternatives for organizing the Metroparks into different size districts. Staff asks that Board members review each of these plans before the March 10 Board meeting so that the alternatives can be discussed further and a decision made on which one to adopt at that meeting. Executive staff members are also available to meet with Board members individually to review and discuss these alternatives if they so desire.

Due to the retirements of two park superintendents at the end of January, we have made temporary assignments for the management of the parks until a longer term decision is made. Temporarily, the management of Indian Springs Metropark has been put under the responsibility of Kensington Park Superintendent Kim Jarvis and her staff. Huron Meadows, Hudson Mills, Dexter-Huron and Delhi Metroparks are under the supervision of assistant superintendent/manager Jerry Cyr. The southern district parks have been split into two units with Lake Erie Metropark being managed by park manager Tonja Jolly and Lower Huron, Willow and Oakwoods Metroparks being supervised by park manager Jeff Schuman. There are no changes in the supervisory organization at Stony Creek or Metro Beach Metroparks.

Staff has also been working on organizational structure alternatives for the administrative office. Final administrative office recommendations which will be made to the Board will be dependent in part upon the Board decision regarding the park operation structure and the budgeted proposed procurement study.

Recommendation: That the Board of Commissioners received and filed this report as recommended by Director Moilanen, Deputy Director Almas and staff, and that the matter be placed on the March 10 Board of Commissioners meeting agenda.



HURON-CLINTON METROPOLITAN AUTHORITY

To: David C. Moilanen, Director
 From: Gregory J. Almas, Deputy Director
 Subject: Organization Alternatives Overview – Park Operations
 Date: February 3, 2011

The Metroparks has long used a divisional organizational structure for park operations based on the broad geographic area served. Functions such as finance, purchasing, human resources, engineering, planning and natural resources are retained at the central administrative office. Districting park operations allows coordination of operations, maintenance, police and interpretive services at the local level for the numerous park special events.

With the current economic challenges facing the Metroparks, staff has been reviewing the organizational structure in the attempt to be more efficient. Attached are three alternative structures separating park administration into three, five or six districts. Each structure is workable. Fewer districts allows for economies of scale utilizing less staff, less equipment, less inventory and other efficiencies and consistency, however, the manager becomes further removed from the numerous activities. Conversely, more districts allows closer to the action knowledge and coordination of operations by the manager, however, entails higher costs due to duplication of personnel, equipment and processes.

The key to any structure is to place the right people in the right positions. The Metroparks has several qualified, quality people at the middle management level ready for the next step.

When reviewing the attached structures, the following should be noted:

- The comparisons are between current and proposed staffing levels. Current staff levels have been reduced through attrition approximately 10 percent compared to 2007 levels (251 in 2007 to 224 in 2011).
- The major changes are in the park administrative table of organization (TO). Maintenance, operations, interpretive services and police TOs change minimally or not at all but are shown for convenience.
- Park police have been organized into three districts since 2005 and have realized significant efficiencies in operation.
- \$22,000 was calculated as an average fringe benefit. Actual fringe benefit would vary by individuals.
- The calculations have not considered part-time employee replacement costs.
- Additional structural changes and efficiencies are anticipated based on results of a procurement study, budgeted for this year, as well as from additional technologies.
- Pay rates are proposed. Rates are governed by collective bargaining agreements. Transition to the new proposed pay rates is a bargainable issue.
- An ad hoc organizational steering committee with members from across the Metroparks has provided input into the attached alternatives.

Please advise if you would like further detail at this time.

Note: Separate Attachments.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: David C. Moilanen, Director
Subject: Update – Kensington Golf Course Maintenance RFP
Date: February 3, 2011

Staff has developed the RFP for contracting with a private company for the maintenance of the Kensington Metropark Golf Course on a one-year trial basis. Several proposals/contracts obtained from municipalities, who had previously undertaken a similar process for their golf course(s), were used as templates for preparing this detailed document specific to the Metroparks and Kensington Golf Course.

As the Board instructed at the January Board meeting, the RFP was reviewed by Commissioner Marrocco and his input was incorporated into the document before it was posted and distributed to the public. The RFP was posted on MITN (Michigan Intergovernmental Trade Network) Web site, an ad was placed in Crain's Detroit Business, and a number of companies that are known to currently maintain golf courses were notified by phone.

This is on a very short timeline with proposals due by Feb. 17. A pre-proposal meeting will be held on Feb. 8 to describe and provide a tour of the golf course and to answer questions from potential bidders. Staff will review proposals and interview the top three candidates and present a recommendation to the Board at the March 10 meeting. If a contract is awarded, the company will have 25 days in which to prepare for maintaining the golf course. The contract for providing maintenance services for Kensington Metropark Golf Course will run from April 4, 2011 through Feb. 29, 2012.

I will report to the Board further at the February meeting on progress and on feedback received at the pre-proposal meeting from potential contractors.

Recommendation: That the Board of Commissioners receive and file this report as recommended by Director Moilanen and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: Michael Arens, Chief Engineer
 Project No: 700-11J
 Project Title: Hike-Bike Trail Crack Filling and Roadway Overbanding
 Project Type: Major Maintenance
 Location: Hudson Mills, Indian Springs, Kensington, Lake Erie, Lower Huron, Oakwoods, Stony Creek, Willow Metroparks
 Date: February 3, 2011

Bids Opened: Thursday, Jan. 20, 2011 at 2:00pm

Scope of Work: Work to include overband crack sealing of park roadways at various locations throughout Indian Springs, Kensington, Lake Erie, Lower Huron, Oakwoods, Stony Creek, and Willow Metroparks; work also includes hot-applied rubber crack filler at various locations of hike-bike trail at Hudson Mills, Lake Erie, Lower Huron, Stony Creek and Willow Metroparks. Project bid on a unit price basis per pound of joint sealant, with a total contract amount equal to the total budgeted amount for contract services of \$77,000 for all parks combined. Project is necessary to preserve and extend the life of pavement surfaces.

<u>Contractor</u>	<u>City</u>	<u>Total Pounds</u>	<u>Average Unit Price</u>	<u>Extended Amount</u>
1. Michigan Joint Sealing, Inc.	Farmington Hills	68,113 lbs.	\$1.08	\$77,000.00
2. Scodeller Construction, Inc.	Wixom	67,596 lbs.	\$1.16	\$77,000.00
3. J & A Construction, Inc.	Greenville, OH	66,958 lbs.	\$1.15	\$77,000.00
4. Wenn Seal Coating and Striping	Adrian	64,707 lbs.	\$1.19	\$77,000.00
5. Fahrner Asphalt Sealers, LLC	Saginaw	32,082 lbs.	\$2.40	\$77,000.00

Total Budget Amount for Contract Services and Administration

Indian Springs Metropark Road Crack Sealing	\$11,000.00
Kensington Metropark Road Crack Sealing	\$ 5,000.00
Lake Erie Metropark Road Crack Sealing & Hike-Bike Path Sealing	\$ 4,000.00
Lower Huron Metropark Road Crack Sealing & Hike-Bike Path Sealing	\$13,000.00
Oakwoods Metropark Road Crack Sealing	\$ 4,000.00
Stony Creek Metropark Road Crack Sealing & Hike-Bike Path Sealing	\$22,000.00
Willow Metropark Road Crack Sealing & Hike Bike Path Sealing	\$18,000.00
Hudson Mills Metropark Hike-Bike Path Crack Sealing	<u>\$ 5,000.00</u>

Total Budget Amount \$82,000.00

Proposed Work Order Amount

Contract Amount-Michigan Joint Sealing, Inc. (Rounded)	\$77,000.00
Contract Administration plus Force Account Work	<u>\$ 5,000.00</u>
Total Proposed Work Order Amount	\$82,000.00

Recommendation: That the Board of Commissioners award Contract No. 700-11J to the low responsive, responsible bidder, Michigan Joint Sealing, Inc. in the amount of \$77,000.00 as recommended by Chief Engineer Arens and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: David L. Wahl, Controller
 Subject: 4th Quarter 2010 Budget Appropriation Adjustments
 Date: February 3, 2011

In order to maintain compliance with line item appropriation limits, periodic reviews have been made of the Budgetary Expenditure accounts. As a result of these reviews and subsequent to review by the director, these appropriation adjustments have been recorded.

\$1,491,800 of the \$1,641,000 in General Fund appropriation adjustments made represent funds transferred between accounts.

Appropriations totaling \$149,200 were made from the General Funds Reserve for Future Contingencies account as follows:

1	\$	21,000	Represents donations received by the Authority.
2		4,600	Represents funds needed to correct a clerical error.
3		123,600	Represents funds needed for completed work orders
	\$	<u>149,200</u>	

During the quarter, net funds totaling \$170,100 were returned to the Reserve for Future Contingencies account relating primarily to Board Policy on returning unused funds from completed work orders.

A new of \$44,211.50 was transferred from the Supplemental Major Maintenance Fund Reserve Account.

Engineering/Planning

Administrative Office	\$	108,400
Kensington		17,300
Dexter Delhi		4,000
Stony Creek		23,900
Oakwoods		6,900
Lake Erie		7,900

Capital Improvements

Metro Beach		34,600
Lower Huron		32,000
Hudson Mills		500
Stony Creek		1,200
Willow		128,600
Lake Erie		40,900
Indian Springs		400
Huron Meadows		3,000

Equipment

Administrative Office	2,700
Central Pool	1,200
Metro Beach	23,000
Kensington	23,400
Lower Huron	3,700
Hudson Mills	3,900
Willow	27,300

Major Maintenance

Administrative Office	13,600
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Operations

Central Warehouse	100
Metro Beach	98,900
Kensington	263,500
Lower Huron	127,400
Resident Houses	44,400
Hudson Mills	95,600
Stony Creek	101,800
Willow	37,100
Lake Erie	70,500
Wolcott Mill	44,000
Indian Springs	114,500
Huron Meadows	33,200
Natural Resource Crew	700
Administrative Office	98,300
North Metroparkway Section I	2,400
North Metroparkway Section II	200

Total Appropriation Adjustments

\$ 1,641,000

Recommendation: That the Board of Commissioners approve the appropriation adjustments as recommended by Controller Wahl and staff.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
 From: David L. Wahl
 Subject: Washtenaw County Delinquent Personal Property Tax Write Offs
 Date: February 3, 2011

Over the past several months, staff has been working with representatives of Washtenaw County Treasurer's offices in an attempt to reconcile outstanding prior year tax receivable balances. At this time we have determined that the county is unable to advise us of the tax receivable balance by specific tax year. Although each county treats the write offs of delinquent personal property taxes a bit differently, generally personal property taxes that are over five years old are considered to be uncollectible. This would mean that the Authority should write off the 2004 tax levy and prior year receivables.

Accordingly, it is appropriate for the Authority to write off the following property tax receivable amounts from our books effective with the December 2010 year end:

	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>Total</u>
Washtenaw	\$17,650.76	\$14,192.26	\$16,974.13	\$48,817.15

Washtenaw County does advise the Authority of the amount of delinquent personal property tax collected annually and remits this amount to the Authority in January of each year. However, the County does not specify what tax year the collections relate to. The amount remitted in January 2011 was \$6,912.53.

Recommendation: That the Board of Commissioners approve the write off of \$48,817.15 of uncollectible delinquent personal property taxes from the Authority's tax revenue receivable accounts.



HURON-CLINTON METROPOLITAN AUTHORITY

To: Board of Commissioners
From: Greg Almas, Deputy Director
Subject: January Donations (3)
Date: February 3, 2011

The following donations were received through Jan. 31, 2011:

- A \$2400 donation made by The Michigan Net QMN for weather station/monitor exhibit to be used at Lake Erie Marshlands Museum.
- A \$740 donation made by the employees at Excelda to be used for a picnic table, plaque and tree at Kensington Metropark.
- A \$255 donation made by John's Sanitation for porta-johns for use during the Frosty Freestyle cross country race held at Huron Meadows Metropark.

RECOMMENDATION: That the Board of Commissioners formally accept the above donations and a letter of appreciation be sent to the donors as recommended by Deputy Director Almas and staff.

GEORGE M. CARR, P.C.

ATTORNEY AND COUNSELOR

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

February 2, 2011

Dear Chairman Lester:

Just as the Legislature began substantive committee work the Capitol was closed for two days by the first blizzard of 2011. Lansing is effectively shut down for the balance of this week by a foot of snow and 30 mph winds. Beginning next week several issues with impact on the Authority could see potential action.

Senate Bill 34 was originally scheduled for committee testimony this week. A simple bill with enormous impact, it would eliminate the Personal Property tax in Michigan. Introduced by Senator Nofs from Battle Creek the legislation was requested by the Michigan Manufacturers Association. It is directly related to Governor Snyder's latest business tax proposal that would eliminate the refundable credits manufacturers receive under the current Michigan Business Tax. Under the Governor's initial tax plan some large manufacturers would experience a tax increase even though the overall impact would be an estimated \$1.5 billion tax savings to all business tax payers.

While SB 34 is currently seen as a "place holder" to keep large manufacturer's concerns on the table, the impact on the Authority's revenues would be significant. Lieutenant Governor Calley has taken the lead on personal property tax reform for the Administration. We will be monitoring the process closely since any local government solution to provide for make-up revenue could prove difficult for HCMA. SB 34 is expected to be noticed for hearing by the Senate Finance Committee next week.

Local government cooperation and consolidation legislation has also been introduced. In response to the Governor's solution for Michigan's budget Senate Bills 7 through 10 comprise a legislative package awaiting the Governor's Budget in two weeks on February 17th. The Governor has indicated he will call for significant restructuring of state and local governmental employee's compensation and benefits. This package of bills is expected to provide vehicles for some of the changes to be outlined by the Governor. We are currently working with Senator Jansen's office and staff to determine how the Authority would fit into any of the proposals. HCMA has over 70 years of experience in intergovernmental cooperation to offer in the debate and deliberations.

Respectfully submitted,



George M. Carr

SENATE BILL No. 34

January 19, 2011, Introduced by Senator NOFS and referred to the Committee on Finance.

A bill to amend 1893 PA 206, entitled
"The general property tax act,"
(MCL 211.1 to 211.155) by adding section 9n.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

1 SEC. 9N. NOTWITHSTANDING ANY OTHER PROVISION OF THIS ACT TO
2 THE CONTRARY, FOR TAXES LEVIED AFTER DECEMBER 31, 2011, ALL
3 PERSONAL PROPERTY IS EXEMPT FROM THE COLLECTION OF TAXES UNDER THIS
4 ACT.



**HURON-CLINTON METROPOLITAN AUTHORITY
JANUARY MONTHLY REPORT
FOR
BOARD OF COMMISSIONERS
FEBRUARY 10, 2010**

Director's Comments

- Snow, ice and cold temperatures most of the month made for a good start to activities in the Metroparks for 2011. In addition to sledding, cross country skiing, skating and interpretive activities, several excellent programs brought visitors out to enjoy the season. Snow came just in time for the Frosty 5/15K Freestyle Cross Country Ski Race held at Huron Meadows for the second year. Approximately 220 skiers participated and race organizers donated over \$3,000 to the Metroparks from the net revenue generated by the event. Staff at the park put in a lot of effort to make this race a success.
- At Lake Erie, the Erie Ice Daze had about 1,500 visitors for the two day event. Dog mushing, snow snake toss and dulcimer music provided some of the entertainment.
- At Metro Beach, the Lake St. Clair Walleye Association held a special fishing event for youth. Approximately 800 people participated.
- The first "Freeze Your Franny" 5K Walk/Run was held at Stony Creek which had 425 participants.
- Ten bald eagles were spotted during a nature program held at Lake Erie. Even during winter, there is much to see and do in the Metroparks.
- The RFP for contracting the maintenance of Kensington Golf Course on a trial basis was completed and posted. As requested at the January Board meeting, Commissioner Marrocco was consulted and reviewed the RFP before it was distributed. Proposals are due by Feb. 17. The proposals will be reviewed and a recommendation brought to the Board at the March meeting. If any Board member would like to participate in the review process, please let me know.
- Hammond and Associates reports that approximately 100 applications have been received for the marketing director position. Staff will meet with Chuck Hammond on Feb. 4 to look at applications from the top candidates they have identified and to develop a Metroparks "opportunity guide" to give to candidates who will be considered further for the position. Applications will continue to be accepted until Feb. 15.
- In addition to the regular Board meeting materials, you will find the 2010 annual reports from the departments and parks.
- As you will note in the Human Resources section of this report, we had six full time employees retire this month. This amounts to about 180 years of experience the Metroparks lost when they left. All were excellent employees and their service and commitment to the Metroparks will be missed.

**Metro Beach –
Jim Pershing**

- A representative from the Polish-American Festival contacted staff about possibly moving the festival to Metro Beach. This event was held at Freedom Hill County Park until that facility closed. The information we provided will be further discussed between the representative and their governing board.
- The Lake St. Clair Walleye Association held a youth event at the Surfside Shelter on Jan. 30 near the Day Sail launch.
- Decent snow cover and cold temperatures have kept the cross country ski trails and ice rinks in usable condition. In addition, ice fishing on Lake St. Clair has been popular as well.

Lower Huron, Willow, Oakwood and Lake Erie –

Jeff Schuman and Tonja Jolly

- The skating rink at Lower Huron and the sledding hills and ski center at Willow were open most of the month.
- Engineering staff along with Lower Huron building maintenance staff are trying to isolate the water usage at Lower Huron. With the water shut off at the main valve, the meter still shows water usage. Staff continues to investigate as to whether the meter is calibrated correctly.
- The Ice Daze at Lake Erie took place the weekend of Jan. 15 and 16 with more than 1,500 park patrons enjoying the event.

Kensington –

Kim Jarvis

- Once the snow began to fall, winter activities began in earnest. For the five weekends and one holiday in January, the park had 7,450 sledders which were 4,575 more sledders than in 2010. There were 959 skaters, an increase of 555 and 1,334 skiers compared to 464 comparable weekends in January 2010.
- Two deer management programs were conducted on Jan. 5 and Jan. 18.
- Work began on the barn and classroom roof replacement at the Farm Center.

Hudson Mills, Indian Springs and Huron Meadows –

Jerry Cyr

- The second Annual REI Frosty freestyle race took place at Huron Meadows on Jan. 15 with 220 racers registered. Four races to the north, which were also part of the Michigan Cup Race series, had already been cancelled due to insufficient snow. Golf Course Superintendent, Adam Haberkorn, devised an alternate plan in case there was no snow. Haberkorn cultivated 2.5 feet of the surface ice on Maltby Lake and manufactured a 24-foot wide alternate one kilometer course that was ready to go, if needed. Fortunately, the snow came and the race was held on the original course. More than \$3,000 of proceeds will be donated to Huron Meadows to further the cross country ski efforts there.
- More than 500 participants turned out for the "Chillin at the Mills" winter festival at Hudson Mills on Jan. 29. Events included dog sled racing, winter survival, bird feeder building, snow snakes, klondike races, roasting marshmallows and snowshoeing provided by REI. With the additional 85 ski rentals taking place during the festival, the park was packed.
- The new "Police Ready Room" is almost complete at the Indian Springs Visitors Center, (formally the Nature Center). A few minor details left to be completed, but it is now functional. The maintenance, operations, and interpretive staff have worked diligently to make the transition of merging the Indian Springs Nature Center with the Environmental Discovery Center seamless.

Stony Creek, Wolcott Mill –

Mike Lyons

- Snow conditions for winter sports were adequate for most of the month with just enough snow for skiing and sledding.
- Twenty new sets of skis were added to the rental inventory which helped increase revenue and shorten the waiting list on busy days at the ski center. Ice conditions for skating and ice fishing were good the entire month.
- The first annual "Freeze your Franny" 5K walk/run took place on Jan. 29. For a first year event, it was a great success with more than 425 participants taking part in the race.

Interpretive Services –

Mike George

- All of the interpretive facilities offered programs that allowed the visitor to get out and experience the winter season.
- Staff attended a “Michigan No Child Left Inside Coalition” (MNCLIC) meeting in Lansing and met with representatives of “Nature Connections.”
- Monitored efforts surrounding the consolidation of the Indian Springs Nature Center into the Environmental Discovery Center.
- December Summaries

	2011	2010
Program totals	508	457
Program totals (persons)	14,191	13,187
Facility visitors	49,513	51,161
Monthly total use	63,704	64,348
Monthly total use (YTD)	63,704	64,348
Monthly volunteer hours	590	760

Metro Beach Nature Center

- Staff, along with the Macomb County Health Department and the “Healthy Kids, Healthy Futures Coalition” participated at a health fair promoting use of the Metroparks as part of a healthy lifestyle.
- Metro Beach staff hosted its annual volunteer recognition dinner.
- Staff presented two days of teacher workshops through the Macomb County Intermediate School District.

Wolcott Mill Historic Center

- Home school programs were popular during the month. Most home school attendees participate because of word-of-mouth from other homeschoolers and this January the session was almost full.

Wolcott Mill Farm Center

- The inconsistent temperatures were hard on the animals but overall everyone did well. Farm staff offered four new animal interpretive programs during the month with mixed success; the rabbit and horse programs were the most popular.
- In addition to interpretive programs, the center hosted a birthday party, two 4-H meetings, several farm tours and a Pheasants Forever meeting. The farm also received the 2010 “Friends of 4-H” award from the Macomb County 4-H program.

Stony Creek Nature Center

- For the first time, staff offered a campfire hotdog lunch as part of the “Winter Adventure – Human Survival” program and several schools participated. This option was very popular with students, teachers and parents and it will be offered again in 2012.
- Sixteen school outreach presentations were given to 1,278 students and teachers during the month. These numbers show a significant increase over last year due to more outreach programs being scheduled in January.
- Thirty pairs of snowshoes were rented out during the month.

Interpretive Services (con't)

Indian Springs Environmental Discovery Center

- As of Jan. 1, all of the interpretive services at Indian Springs took place at the Environmental Discovery Center. It was a time of transition and things gradually fell into place. The classrooms and offices have been rearranged to accommodate all of the interpretive staff in one building.
- The most popular weekend family programs were the appropriately winter-themed “Snow Stories, Myths and a Little Bit of Science” and “Winter Survival”.
- At the end of the month a representative from the U.S. Forest Service visited to help with the “Get with the Land Patch” for Cadet Girl Scouts. This is the second year for that collaborative endeavor.
- The twice-monthly home school science classes for older students were well attended, with the participants learning the “Scientific Method” and completing experiments.

Kensington Farm Center

- Gretchen, the farm’s Brown Swiss cow delivered a healthy bull calf, named Gabe. Gabe was featured in a recent addition of Milford Times. Oreo, a Hampshire sow delivered seven healthy piglets. Many visitors have commented that they have visited the farm center in order to see the new arrivals.
- The Ice Harvesting program, a popular winter event, was held at the end of the month. Dozens of people turned out to learn more about a very important historical industry. Visitors are allowed to saw blocks of ice from the river and then assist the interpretive staff in collecting ice the same way it was done in the 19th and early 20th centuries.

Kensington Nature Center

- The 35th New Year’s Bird Count was again successful with 30 participants; 47 species were tallied, including several surprises. Chickadee feeding has been the primary visitor activity this winter, as well as watching the Nature Center feeding station.
- The numerous Ann Arbor Public Schools groups that go to the nature center for programs in the winter only cancelled once because of extreme cold.

Mobile Learning Center

- In an effort to limit the exposure of the Mobile Learning Center to road salt, this January and February it was decided to take the truck off the road and do “in-school” programs instead. This was done in an attempt to increase the longevity of the tractor and trailer. Even though the truck wasn’t on the road, the center still had an extremely successful month of school programs. The staff visited 15 schools doing 46 programs for 1,292 people, the best January on record. Seven of these schools were new contacts for the MLC, half of which were preschool groups.

Hudson Mills Activity Center

- Chillin’ at the Mills Winter Festival was a successful event during the month. The event included activities revolving around winter recreation and wildlife, including such favorites as dog sledding and Klondike races. 504 tickets were sold for the event.

Oakwoods Nature Center

- Staff took part in the first National Association for Interpretation Certified Interpretive Guide training. Ten full-time interpretive staff took part in the four-day, 32 hour training to become certified through the NAI certification program.

Interpretive Services (con't)

Lake Erie Marshlands Museum and Nature Center

- The Erie Ice Daze, held Jan. 15 and 16 was a successful event with more than 1,500 people participating in dog mushing, snow snake tossing, flint knapping, and foot stomping to the music of the Silver Strings Dulcimer Society.
- An overflow signup crowd gathered at the end of the month for an eagle viewing experience along the frigid Erie shoreline. More than 10 individual bald eagles were spotted out on the ice or flying overhead.

Human Resources –

Bill Johnstone

- The following retirements occurred in January: Gary VanBuren, Stony Creek Park Maintenance worker; Paul Laube, Corporal, Metro Beach; John Orskey, Lieutenant, Southern District; Nancy Schaible, Hudson Mills Superintendent; Stephen Horn, Supervising Naturalist, Indian Springs, Richard Sobecki, Southern District Superintendent.
- The superintendent positions will not be filled at this time. A reorganization proposal will be presented to the Board and until this is finalized, the current assistant superintendents at the affected parks will be given an interim promotion to park managers.
- The supervising naturalist position at Indian Springs will not be filled. Mike George, Chief of Interpretive Services, will oversee this nature center.
- After discussions with POAM, it was agreed that the lieutenant position in the Southern District would be posted for internal applicants. Applicants would go through an initial screening and the top candidates would be interviewed by Chief Phifer. If there is no one qualified in his opinion, then staff will advertise for outside candidates.
- The position for a park maintenance worker at Stony Creek will be re-posted for one week.
- The position for a marketing director was advertised in a number of publications and websites. Hammond and Associates is handling the initial screening. The posting closes Feb. 15.
- The human resources officer position will be open due to the pending retirement of Bill Johnstone in April. Career Directions has been contracted to assist with the recruitment process.
- The first quarter safety meeting was held on Jan. 28 and winter inspections will be performed after the MIOSHA training sessions in February.
- Total employee count

Location	Full-Time	Provisional	Seasonal	Total	Percent
Admin Office	44	7	0	51	12.5%
Hudson Mills	32	37	0	69	17.0%
Kensington	48	54	0	102	25.1%
Lake Erie	15	16	0	31	7.6%
Lower Huron	29	22	0	51	12.5%
Metro Beach	19	19	0	38	9.3%
Stony Creek	31	33	1	65	16.0%
TOTAL	218	188	1	407	100.0%

Information Systems –

Nolan Clark

- The major project was the change over from the Avaya phone system at the Administration Office to the new ShoreTel system. The core functions of the Avaya system will remain online to support the parks that still have Avaya phone systems.
- The new point of sale system for the golf courses is on schedule for deployment to the golf courses prior to season opening.

Community Relations –

Jack Liang

- Contacted AOL Patch regional editor, Nancy Hanus; arranged meeting with HCMA staff regarding marketing opportunities. AOL Patch is now in 25 communities in southeast Michigan and 700 communities nationally. The organization is responsible for writing area news, posting events, announcements and maintaining community calendars.
- Arranged for meeting with the Leadership Group, a consulting firm for leadership development. The group recently did a study on staff and leadership diversity for Genesee County Parks and Recreation.

Planning –

Sue Nyquist

- Planning staff devoted much of its time on the preparation and coordination of the Kensington Golf Course Maintenance Request for Proposal (RFP). The RFP is available to prospective bidders for an opening of proposals scheduled for Feb. 17.
- Design and contract documents for two picnic shelters, one at Lake Erie Metropark and one at Willow Metropark have been prepared. Bids were taken for the two shelters which will be funded, in large part, by a generous anonymous donation.
- Other work by staff included preparation of Draft Master Plans for Metro Beach and Wolcott Mill Metroparks for AO staff, park staff, Board of Commissioners, and public review and comment prior to finalizing the plans.

Engineering –

Mike Arens

Metro Beach

- Preliminary discussions with Jason Fleming of the MDNR suggest that the Michigan State Waterways Commission may be amenable to our request to permanently remove the floating docks at the North Marina.

Wolcott Mill

- Macomb County Department of Roads (MCDR) is continuing to evaluate the Mill Tailrace Repair project at the Grist Mill. A meeting has been scheduled with the MCDR to review this project.

Stony Creek

- Work on the Sanitary Sewer Rehabilitation by Liquiforce Services is in progress. Cleaning and television re-inspection of sewer lines is complete; open cut sewer repairs are complete, and cured in place lining will begin in the upcoming days.

Engineering (con't)

Kensington

- The design of the Milford Entrance Hike-Bike Trail is complete; a bid opening is planned for Feb. 17.
- A preconstruction meeting with J.R. Howell Lighting for the Parking Lot Lighting System Replacement project at the Farm Center was held on Jan. 25. Work will begin as soon as weather permits.
- Work is currently under way on the Roof Replacement project at the Farm Center Barn and Classroom Custom by Architectural Sheetmetal Specialists, Inc. Tear-off of existing shingles is complete, fascia has been replaced, deteriorated sheathing has been replaced, and underlayment is in progress.
- A preconstruction meeting with Seaway Painting, LLC on the on the Bike Trail Pedestrian Bridge Repair and Painting project was held Feb. 2. Seaway will begin to place under-bridge scaffolding in the near future, while lake ice is available to work off from. Actual repair work will begin as soon as weather permits.
- Design of the Sanitary System Improvement project is approximately 60 percent complete. Staff has submitted the permit application to MDOT for construction of force main in the I-96 right-of-way. Drawings have also been submitted to Milford Township and its consultant, Hubbell, Roth and Clark.
- Pre-construction planning for the Golf Starter Building Replacement project is well under way at this time. Coordination meetings have been held among Park staff, Engineering, Lindhout Architects and the contractor, Garrison Company. Numerous permit applications are in progress, including septic, well, soil erosion, township site permits, building permits, etc.

Hudson Mills

- Design of the Hudson Mills to Dexter Trail, Phase II is in progress. Survey work on the trail is in progress. Wetlands and sensitive areas are being mapped. Staff has received proposals for geotechnical work.

Oakwoods

- Staff met with representatives of the city of Flat Rock to discuss the Flat Rock – Oakwoods trail project. This project was recently approved for an MNRTF grant, and the project participants wished to kick off the development phase of the project. The trail will lie for the most part on HCMA land.

Natural Resources –

Paul Muelle

- Deer management activities concluded this month with sharpshooting taking place in three parks of over a period of four nights. A total of 52 deer were successfully removed from Kensington, Oakwoods and Lower Huron Metroparks with this year's target quotas being met at both Oakwoods and Kensington. Population surveys are planned for February.
- Staff continues to work on multiple initiatives including, pollution prevention and environmental compliance plans, website information, the strategic plan, golf course maintenance specifications and storm water management reporting. In addition, staff attended the Stewardship Network annual Restoration Conference in East Lansing and a MDNRE sponsored SARA Title III Tier Two emergency preparedness, environmental spill compliance and reporting training session.
- The Natural Resource Crew assisted the Engineering and Planning departments through facilitating the initial clearing and brushing of the proposed hike-bike trail at Hudson Mills.
- The Natural Resource Crew continued work at Oakwoods Metropark removing dangerous trees along the property line and nature trails and clearing out an old fence row near the sledding hill at Indian Springs Metropark.

**Purchasing –
Scott Michael**

- Staff worked on new projects like the golf course maintenance contract, evaluating the procurement processes and strategic planning review.
- A brief summary of other projects the purchasing department accomplished for the month include: Finalizing purchases of brine storage components, organized winter maintenance meeting with local municipalities, organized training staff on new salt trucks and put into service for winter operations, coordinated alarm systems conversions, worked with staff to develop RFP for golf course maintenance, evaluated repair or replacement of tractor for the Wolcott Farm, participated in NIGP conference for “World Class Procurement Practices,” met with Kosch to review 2010 performance, met with MLCC investigator regarding liquor licenses, compiled list of radios for purchase, solicited quotations for paddleboats, kayaks, row boats, canoes, a snow blower, pool rafts and tubes.
- Purchase orders issued through January 2011

	MAA	SWM	MVR	RHS	JRS	GNP	Grand Total
Jan	\$65,340.00	\$38,055.99	\$35,715.74	\$900.00	\$22,703.00	None	\$162,714.73

MAA – MArens SWM – SMichael, MVR – Mvanrooijen, RHS – RSmith, JRS – JSchlitters, GNP – GPhifer

**Police Department –
George Phifer**

- On Jan. 23, officers patrolling the Wolcott Mill property near 28 Mile Road and Teller noticed the steel side beams were missing from the bridge at that location. The value of the steel removed from the bridge is estimated at \$10,000. The Macomb County Road Commission was notified about the incident.
- Total police department count

Number of “Assist Other Agency” Runs for Jan 2011		YTD 2011	Jan 2010	YTD Jan 2010	Jan 2009	YTD Jan 2009
Eastern District	2	2	6	6	4	4
Western District	5	5	5	5	4	4
Southern District	1	1	4	4	3	3
TOTAL	8	8	15	15	11	11

**Communications –
Denise Semion**

- Please see separate marketing update

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January 2011 Marketing Report

Activity Type	Activity	Park	Total	
Interpretive	Promoted Metroparks - Booth at Macomb County Health Fair w/ County Health Dept. and Healthy Kids, Healthy Futures Coalition held at the Macomb Intermediate School District Building.	Metro Beach		
	Promoted Metroparks - Teacher workshops with the Macomb Intermediate School District for Wayne, Oakland and Macomb teachers at the Detroit Zoo.	Metro Beach		
	Promote nature center programs - detailed monthly program calendars and sent to Livingston Parent Journal.	Kensington		
	Promote nature center scout programs - emailed upcoming scout programs to scout leaders on email list.	Kensington		
	Promote the nature center programs by expanding the education page on Metroparks website.	Kensington		
	Promote nature center programs - Metroparks blog.	Kensington		
Interpretive Total				
Miscellaneous	Press release reading service	AO	176.00	
	Newspaper subscription	AO	135.75	
	Hal Gould Photography	AO	275.00	
	Eblast list 946 new contacts added. Total of 24,305 on list.	AO		
Miscellaneous Total			586.75	
News Release	Interpretive Events January	Hudson Mills Indian Springs Kensington Lake Erie Metro Beach Oakwoods Stony Creek Wolcott Mill		
	Schaible retires from Metroparks	AO		
	Sobecki Retires from Metroparks	AO		
	Frosty Freestyle Race Results	Huron Meadows		
	Kensington Ski Center/Golf Starter Building	Kensington		
	Martin Luther King, Jr. Appreciation Day - Free Entry	AO		
	Kensington ski center extends season	Kensington		
	News Release Total			
	news story	Newborn calf story and photo in the Milford Times.	Kensington	
Ice Harvesting program on Channel 4 "What's Happening for the Weekend" and on the front page of Milford times.		Kensington		
news story Total				
Online Store	Online store generated \$1,497 in sales, with 30 annual permits, 14 HCMA/Oakland County Joint Permits and 2 gift cards sold.	AO		
Online Store Total				
Website	Basso - web hosting, maintenance and SEO	AO	1,641.00	
	Education area expanded for interpretive centers to add fliers, schedules, etc.	AO		
	Facebook 200 new people added in January. 3100 people following Metroparks.	AO		
Website Total			1,641.00	
Grand Total			2,227.75	

Dashboard

- Intelligence Beta
- Visitors
- Traffic Sources
- Content
- Goals

Advanced Segments: All Visits

Jan 1, 2011 - Jan 31, 2011

Graph by: Visits

Sunday, January 30, 2011
VISITS: 1,211

Export | Email

Dashboard

30,878 Visits

152,055 Pageviews

4.92 Pages/Visit

31.84% Bounce Rate

00:03:33 Avg. Time on Site

64.18% % New Visits

Site Usage

view report

Traffic Sources Overview

Search Engines	19,951.00 (64.61%)
Direct Traffic	5,723.00 (16.53%)
Referring Sites	5,204.00 (16.85%)

view report

Visitors Overview

23,320 Visitors

view report

My Customizations

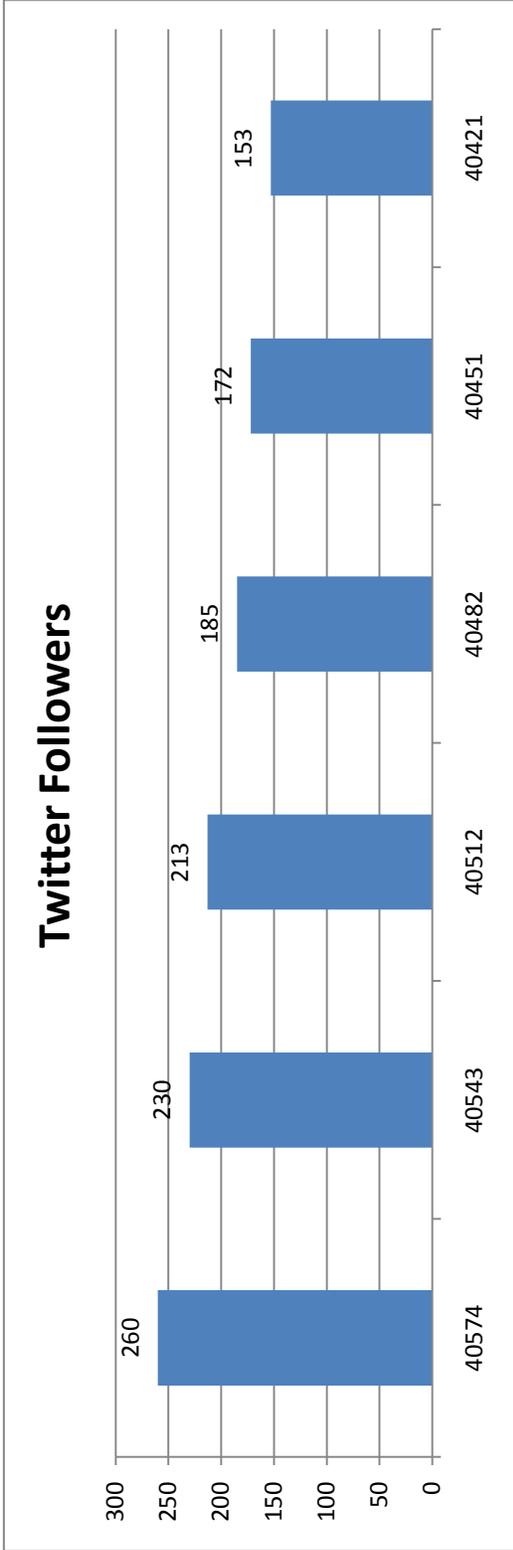
- Custom Reports
- Advanced Segments
- Intelligence Beta
- Email

Help Resources

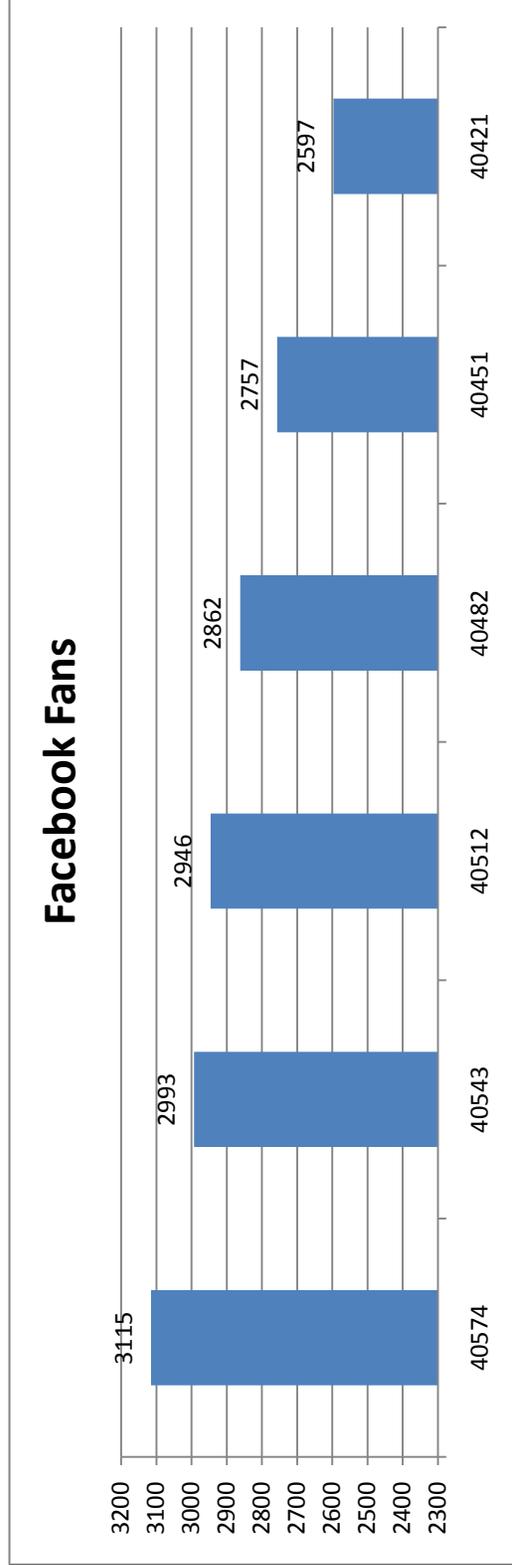
- About this Report
- Conversion University
- Common Questions

January 2011 Report

Twitter:



Facebook:



Social Media Recommendations:

The content for Facebook continues to do well, generating likes and interesting comments. Metroparks staff could benefit from sharing some of the same topics on Twitter.

Twitter needs more attention. This is a platform that needs more consistency and frequency to really grow.

More photo content for both platforms would be great. Users respond really well to them.

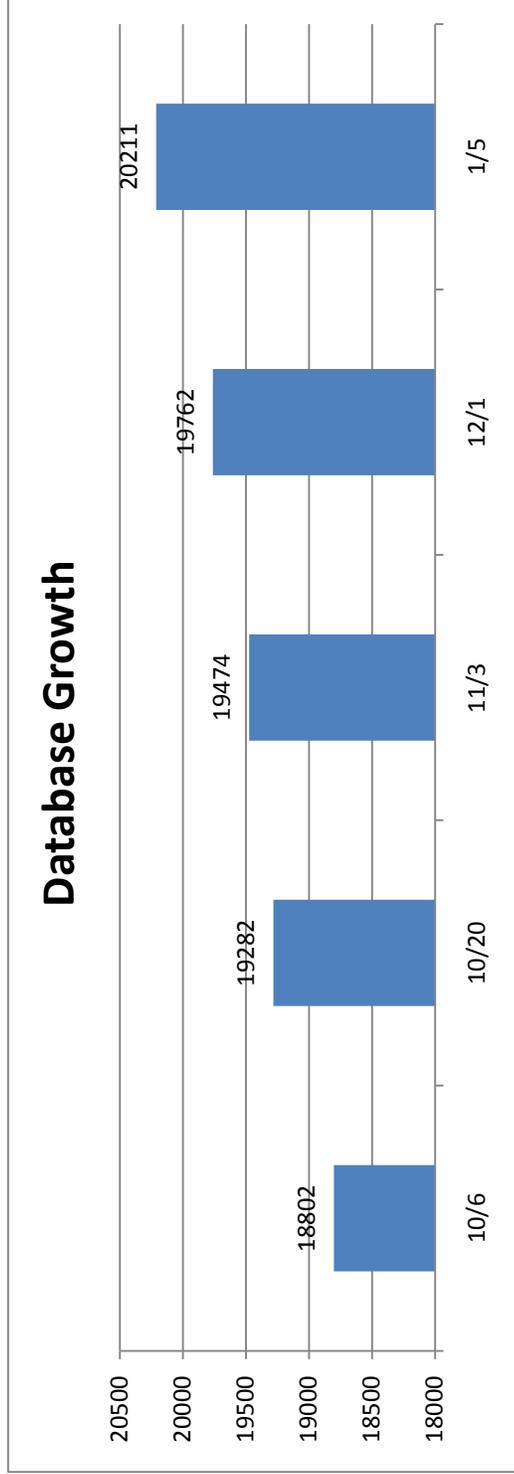
Email:

The open rate for the January mailing continued an increasing trend. This is good news. No seasonal decline is occurring with email.

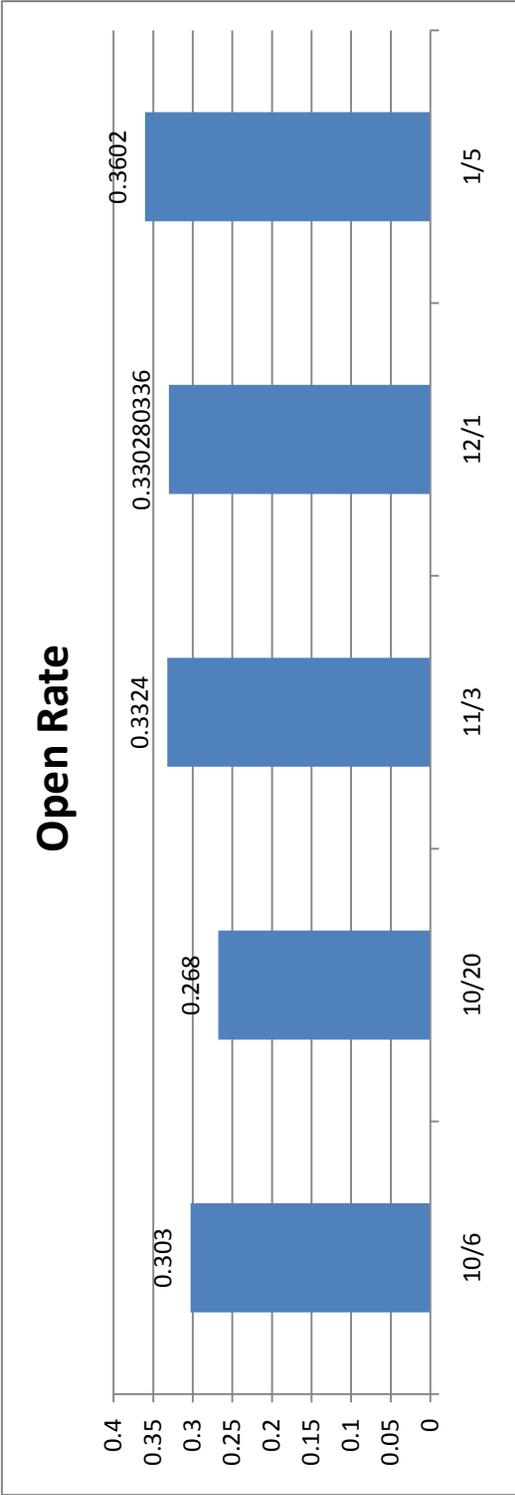
Visits to the Metroparks site from the email are also up in the new year, once again bucking expected seasonal trends.

Unsubscribe rates have remained under 0.5 percent again this month.

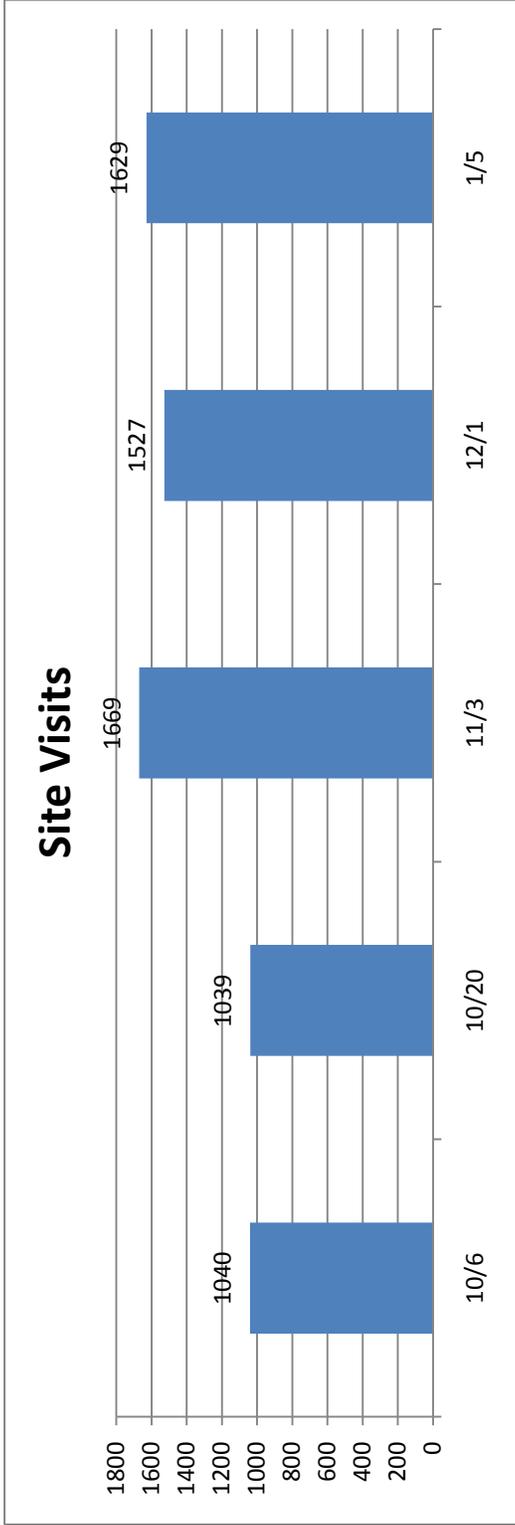
Date	10/6	10/20	11/3	12/1	1/5
Send Counts	18,802	19,282	19,474	19,762	20,211



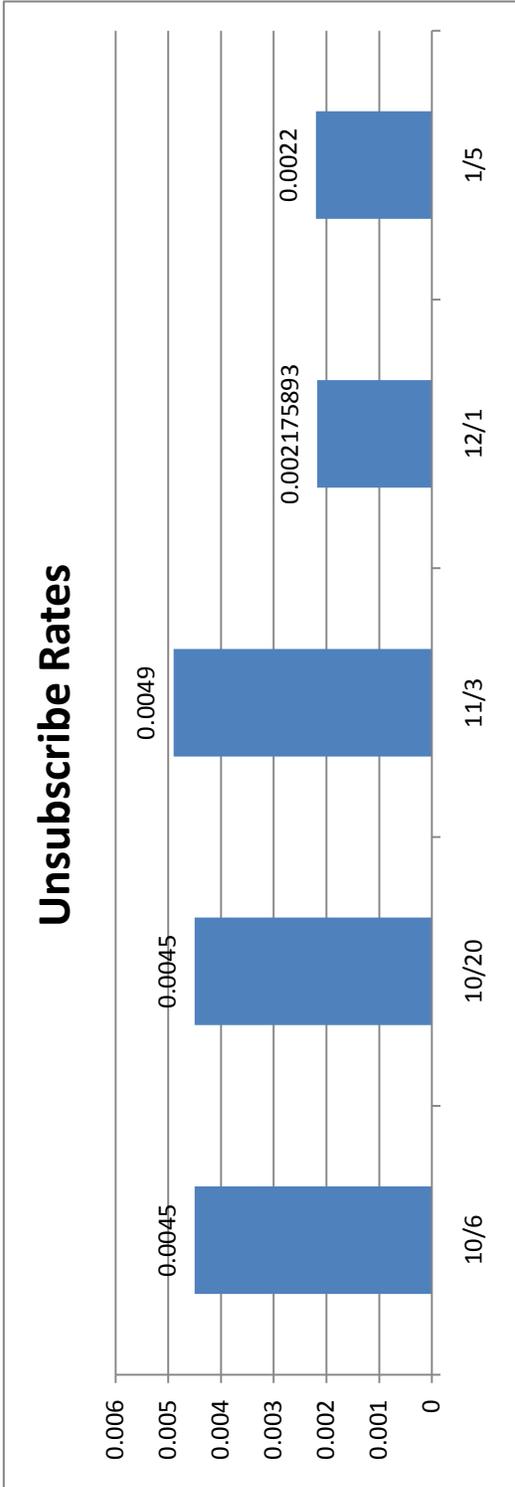
Date	10/6	10/20	11/3	12/1	1/5
Open Rate	30.30%	26.80%	33.24%	33.03%	36.02%



Date	10/6	10/20	11/3	12/1	1/5
Site Visits	1,040	1,039	1,669	1,527	1,629



Date	10/6	10/20	11/3	12/1	1/5
Unsubscribe Rates	0.45%	0.45%	0.49%	0.22%	0.22%



HURON-CLINTON METROPARKS MONTHLY STATISTICS

January 2011

PARK	MONTHLY VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Metro Beach	14,953	16,785	-10.9%
Wolcott Mill	1,054	979	7.7%
Stony Creek	16,085	16,168	-0.5%
Indian Springs	3,937	3,810	3.3%
Kensington	34,665	31,558	9.8%
Huron Meadows	5,897	3,946	49.4%
Hudson Mills	8,334	9,292	-10.3%
Lower Huron	12,948	13,928	-7.0%
Willow	8,775	10,166	-13.7%
Oakwoods	2,215	2,654	-16.5%
Lake Erie	7,440	7,610	-52.9%
Monthly TOTALS	116,303	116,896	-3.8%

MONTHLY TOLL REVENUE		
Current Year	Previous Year	Change
\$ 54,888	\$ 43,258	26.9%
\$ 50	\$ 90	NA
\$ 86,463	\$ 75,504	14.5%
\$ 13,371	\$ 16,282	-17.9%
\$ 101,205	\$ 93,544	8.2%
\$ 8,905	\$ 6,165	44.4%
\$ 28,645	\$ 26,542	7.9%
\$ 10,995	\$ 13,125	-16.2%
\$ 12,825	\$ 10,849	18.2%
\$ 2,835	\$ 4,370	-35.1%
\$ 25,235	\$ 29,089	-13.2%
\$ 345,417	\$ 318,818	8.3%

MONTHLY TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 69,184	\$ 56,557	22.3%
\$ 7,732	\$ 5,533	39.7%
\$ 106,105	\$ 89,684	18.3%
\$ 16,336	\$ 20,583	-20.6%
\$ 125,437	\$ 109,235	14.8%
\$ 16,146	\$ 8,474	90.5%
\$ 39,421	\$ 33,724	16.9%
\$ 14,185	\$ 15,265	-7.1%
\$ 15,095	\$ 11,920	26.6%
\$ 3,681	\$ 5,657	-34.9%
\$ 28,211	\$ 31,911	-11.6%
\$ 441,533	\$ 388,543	13.6%

PARK	Y-T-D VEHICLE ENTRIES		
	Current Year	Previous Year	Change
Metro Beach	14,953	16,785	-10.9%
Wolcott Mill	1,054	979	7.7%
Stony Creek	16,085	16,168	-0.5%
Indian Springs	3,937	3,810	3.3%
Kensington	34,665	31,558	9.8%
Huron Meadows	5,897	3,946	49.4%
Hudson Mills	8,334	9,292	-10.3%
Lower Huron	12,948	13,928	-7.0%
Willow	8,775	10,166	-13.7%
Oakwoods	2,215	2,654	-16.5%
Lake Erie	7,440	7,610	-2.2%
Y-T-D Total	116,303	116,896	-0.5%

Y-T-D TOLL REVENUE		
Current Year	Previous Year	Change
\$ 54,888	\$ 43,258	26.9%
\$ 50	\$ 90	100%
\$ 86,463	\$ 75,504	14.5%
\$ 13,371	\$ 16,282	-17.9%
\$ 101,205	\$ 93,544	8.2%
\$ 8,905	\$ 6,165	44.4%
\$ 28,645	\$ 26,542	7.9%
\$ 10,995	\$ 13,125	-16.2%
\$ 12,825	\$ 10,849	18.2%
\$ 2,835	\$ 4,370	-35.1%
\$ 25,235	\$ 29,089	-13.2%
\$ 345,417	\$ 318,818	8.3%

Y-T-D TOTAL PARK REVENUE		
Current Year	Previous Year	Change
\$ 69,184	\$ 56,557	22.3%
\$ 7,732	\$ 5,533	39.7%
\$ 106,105	\$ 89,684	18.3%
\$ 16,336	\$ 20,583	-20.6%
\$ 125,437	\$ 109,235	14.8%
\$ 16,146	\$ 8,474	90.5%
\$ 39,421	\$ 33,724	16.9%
\$ 14,185	\$ 15,265	-7.1%
\$ 15,095	\$ 11,920	26.6%
\$ 3,681	\$ 5,657	-34.9%
\$ 28,211	\$ 31,911	-11.6%
\$ 441,533	\$ 388,543	13.6%

Y-T-D Vehicle Entries by Management Unit			
Metro Beach	14,953	16,785	-10.9%
Stony Creek Wolcott Mill	17,139	17,147	0.0%
Kensington	34,665	31,558	9.8%
Hudson Mills Indian Springs Huron Meadows	18,168	17,048	6.6%
Lower Huron Willow Oakwoods Lake Erie	31,378	34,358	-19.9%

Y-T-D Toll Revenue by Management Unit		
\$ 54,888	\$ 43,258	26.9%
\$ 86,513	\$ 75,594	14.4%
\$ 101,205	\$ 93,544	8.2%
\$ 50,921	\$ 48,989	3.9%
\$ 51,890	\$ 57,433	-9.7%

Y-T-D Total Revenue by Management Unit		
\$ 69,184	\$ 56,557	22.3%
\$ 113,837	\$ 95,217	19.6%
\$ 125,437	\$ 109,235	14.8%
\$ 71,903	\$ 62,781	14.5%
\$ 61,172	\$ 64,753	-5.5%

ACTIVITY REPORT - GOLF

GOLF COURSE	MONTHLY ROUNDS		
	Current Year	Previous Year	Change
Wolcott Mill	0	0	-
Stony Creek	0	0	-
Indian Springs	0	0	-
Kensington	0	0	-
Huron Meadows	0	0	-
Hudson Mills	0	0	-
Willow	0	0	-
Lake Erie	0	0	-
Regulation Subtotal	0	0	-
MB Par 3	0	0	-
L. Huron Par 3	0	0	-
TOTALS	0	0	

ROUNDS Y-T-D		
Current Year	Previous Year	Change
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	

GOLF REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	\$ -

ACTIVITY REPORT - INTERPRETIVE FACILITIES

FACILITY	MONTHLY ATTENDANCE		
	Current Year	Previous Year	Change
Metro Beach	4,441	3,666	21.1%
Wolcott Mill	765	291	162.9%
Wolcott Farm	1,484	1,949	-23.9%
Stony Creek	14,812	11,406	29.9%
Indian Springs	0	4,438	-100.0%
EDC	3,761	1,179	219.0%
Kensington NC	15,042	14,537	3.5%
Kensington Farm	2,501	2,581	-3.1%
Hudson Mills	2,828	3,144	-10.1%
Oakwoods	7,943	10,612	-25.2%
LEMP Museum	8,835	9,796	-9.8%
Mobile Unit	1,292	729	77.2%
TOTALS	63,704	64,328	-1.0%

ATTENDANCE Y-T-D		
Current Year	Previous Year	Change
4,441	3,666	21.1%
765	291	162.9%
1,484	1,949	-23.9%
14,812	11,406	29.9%
0	4,438	-100.0%
3,761	1,179	219.0%
15,042	14,537	3.5%
2,501	2,581	-3.1%
2,828	3,144	-10.1%
7,943	10,612	-25.2%
8,835	9,796	-9.8%
1,292	729	77.2%
63,704	64,328	-1.0%

REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ 670	\$ 150	346.7%
\$ 49	\$ 55	-10.9%
\$ 2,983	\$ 3,127	-4.6%
\$ 2,531	\$ 2,381	6.3%
\$ 198	\$ 402	-50.7%
\$ 817	\$ 626	30.5%
\$ 1,076	\$ 961	12.0%
\$ 3,771	\$ 1,482	154.5%
\$ 952	\$ 867	9.8%
\$ 828	\$ 1,030	-19.6%
\$ 232	\$ 229	1.3%
\$ 1,984	\$ 769	158.0%
\$ 16,091	\$ 12,079	\$ 0

ACTIVITY REPORT - FINAL SUMMER ACTIVITIES

SWIMMING	PATRONS		
	Current Year	Previous Year	Change
Metro Beach	0	0	-
KMP Splash-Blast	0	0	-
Lower Huron	0	0	-
Willow	0	0	-
Lake Erie	0	0	-
TOTALS	0	0	

PATRONS Y-T-D		
Current Year	Previous Year	Change
0	0	-
0	0	-
0	0	-
0	0	-
0	0	-
0	0	

REVENUE Y-T-D		
Current Year	Previous Year	Change
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	-
\$ -	\$ -	

HURON-CLINTON METROPARKS MONTHLY STATISTICS

January 2011

PARK	Winter Sports this Month			Winter Sports Y-T-D			Winter Season (Oct of previous year to present)		
	Current Year	Previous Year	Change	Current Year	Previous Year	Change	Current Year	Previous Year	Change
Metro Beach									
XC Skiers	88	10	+ 78	88	10	+ 78	109	10	+ 99
Ice Skaters	367	431	(64.00)	367	431	(64.00)	495	431	+ 64
Ice Fishermen	3,170	2,307	+ 863	3,170	2,307	+ 863	4,332	2,687	+ 1645
Stony Creek									
XC Skiers	2,320	1,680	+ 640	2,320	1,680	+ 640	3,610	1,680	+ 1930
Ice Skaters	722	487	+ 235	722	487	+ 235	722	532	+ 190
Sledders	2,920	1,437	+ 1483	2,920	1,437	+ 1483	4,180	1,612	+ 2568
Ice Fishermen	892	614	+ 278	892	614	+ 278	1,224	651	+ 573
Indian Springs									
XC Skiers	148	41	+ 107	148	41	+ 107	302	709	(407.00)
Sledders	487	335	+ 152	487	335	+ 152	1,592	1,690	(98.00)
Kensington									
XC Skiers	1,270	657	+ 613	1,270	657	+ 613	1,956	707	+ 1249
Ice Skaters	1,219	868	+ 351	1,219	868	+ 351	2,034	880	+ 1154
Sledders	8,281	3,702	+ 4579	8,281	3,702	+ 4579	13,313	3,832	+ 9481
Ice Fishermen	336	772	(436.00)	336	772	(436.00)	372	780	(408.00)
Huron Meadows									
XC Skiers	2,225	1,115	+ 1110	2,225	1,115	+ 1110	5,532	2,765	+ 2767
Ice Fishermen	156	113	+ 43	156	113	+ 43	575	489	+ 86
Hudson Mills									
XC Skiers	1,420	575	+ 845	1,420	575	+ 845	1,685	580	+ 1105
Lower Huron									
Ice Skaters	628	381	+ 247	628	381	+ 247	1,104	381	+ 723
Willow									
XC Skiers	317	181	+ 136	317	181	+ 136	370	188	+ 182
Sledders	1,387	1,882	(495.00)	1,387	1,882	(495.00)	2,049	1,912	+ 137
Lake Erie									
XC Skiers	10	8	2	10	8	2	18	8	10
Sledders	36	49	(13)	36	49	(13)	56	49	7
Ice Fishermen	395	388	7	395	388	7	398	391	7
	Totals by Activity			Totals by Activity Y-T-D			Winter Season (Oct of previous year to present)		
	Current Year	Previous Year	Change	Current Year	Previous Year	Change	Current Year	Previous Year	Change
XC Skiers	7,798	4,267	+ 3531	7,798	4,267	+ 3531	13,582	6,647	104.3%
Ice Skaters	2,936	2,167	+ 769	2,936	2,167	+ 769	4,355	2,224	95.8%
Sledders	13,111	7,405	+ 5706	13,111	7,405	+ 5706	21,190	9,095	133.0%
Ice Fishermen	4,949	4,194	+ 755	4,949	4,194	+ 755	6,901	4,998	NA

HURON-CLINTON METROPARKS MONTHLY STATISTICS

January 2011

PARK	Seasonal Activities this Month			Seasonal Activities Y-T-D			Seasonal Revenue Y-T-D		
	Current Year	Previous Year	Change	Current Year	Previous Year	Change	Current Year	Previous Year	Change
Metro Beach									
Welsh Center	7	7	0	7	7	0	\$ 4,900	\$ 3,900	\$1,000
Picnic Reservations	1	0	+ 1	1	0	+ 1	\$ 4,500	\$ 4,400	\$100
Boat Launches	0	0	-	0	0	-	NA	NA	NA
Marina	0	0	-	0	0	-	\$ -	\$ 900	(\$900)
Mini-Golf	0	0	-	0	0	-	\$ -	\$ -	-
Stony Creek									
Disc Golf 1	NA	NA	NA	NA	NA	NA	\$ 370	\$ 884	
Picnic Reservations	30	22	+ 8	30	22	+ 8	\$ 4,500	\$ 3,300	\$1,200
Boat Rental	0	0	-	0	0	-	\$ -	\$ -	-
Boat Launches	0	0	-	0	0	-	NA	NA	NA
Indian Springs									
Picnic Reservations	1	3	(2)	1	3	(2)	\$ 150	\$ 450	(\$300)
EDC Event Room	1	4	(3)	1	4	(3)	\$ 1,800	\$ 2,800	(\$1,000)
Kensington									
Disc Golf (Single Day)	9	25	NA	9	25	NA	\$ 18	\$ 50	NA
Disc Golf Annuals sold	12	21	NA	12	21	NA	\$ 562	\$ 1,032	NA
Total Disc Golf							\$ 580	\$ 1,082	NA
Picnic Reservations	22	38	(16)	22	38	(16)	\$ 3,300	\$ 5,700	(\$2,400)
Boat Rental	0	0	-	0	0	-	\$ -	\$ -	-
Huron Meadows									
Picnic Reservations	3	1	+ 2	3	1	+ 2	\$ 450	\$ 150	\$300
Boat Rental	0	0	-	0	0	-	\$ -	\$ -	-
Hudson Mills									
Disc Golf (Single Day)	81	130	(49)	81	130	(49)	\$ 162	\$ 260	(\$98)
Disc Golf Annuals sold	22	19	+ 3	22	19	+ 3	\$ 1,060	\$ 950	\$110
Total Disc Golf							\$ 1,222	1,210	\$12
Picnic Reservations	7	9	(2)	7	9	(2)	\$ 1,050	\$ 1,350	(\$300)
Canoe Rental 3	0	0	-	0	0	-	\$ -	\$ -	-
Lower Huron / Willow / Oakwoods									
Picnic Reservations	26	17	+ 9	26	17	+ 9	\$ 3,900	\$ 2,550	\$1,350
Lake Erie									
Picnic Reservations	9	14		9	14		\$ 1,450	\$ 2,125	(\$675)
Boat Launches	107	144	(57)	107	144	(57)	NA	NA	NA
Marina	NA	NA	NA	NA	NA	NA	\$ 100	\$ -	\$100

Note 1: Park staff can account for daily disc golf sales but total use cannot be accurately tracked because many golfers have an annual disc golf pass.

Note 2: Canoe rental revenue is the HCMA percentage of the concessionaire's total revenue.